**Decatur Head Beach Association Annual Meeting 2020**

Tuesday, October 20th,2020

Online meeting

10040 15th Ave NW, Seattle

This years Annual Meeting hosted by Mike Wietholder -Online

6:30 PM- Start time

**Attendees by membership or log in name.**

BOT:

Bryce Kisker

Kerri Donovan

Duke Campbell

Jon Claus

Stephanie Secord

John and Emily Mannetti

Chris White

Membership:

Tim and Carol Coulter

Carmen Claus

William and Annjette del Valle

Nick Loveless

Catherine Peng

Suzie Rinne/Holzman

Ralph Gruen

Jeff and Wanda Garfield

Kelly and Christi Price

Mike and Sara Wietholter

Nealla Kendall and Sam Warren

Matt Snow

Gary Young

John Burbank

Dave Hoerline (Paul’s son) and Pam (“Hoerline”-Paul’s daughter)

Jmanne

**Welcome/year in review: Bryce**

We had 29 windows up, and 25 shares represented in total.

Highlights

* Covid and New Caretakers
* Thank you to the Hiring Committee: Kelly Price, Neala Kendall, Richard Mesher, Matt Wickens, Emily Mannetti, and the BOT
* Thank you to Sam Warren who helped the DHBA BOT with the Covid-19 Committee, and the various other members who participated in vetting new caretaker applicants.
* This year we hired new caretakers out of a large number of applicants. Initial phone interviews narrowed down the field to three and we ended up interviewing just one local couple who we focused on because of their experience in the San Juans as caretakers for Allen Island, Center Island, Vendovi Island. Both have great boating and office skills. You know them as Shawn Breeding and Heather Bansmer.
* We have all sacrificed time at the Property this year in our 48hr waiting period and want to thank everyone for stepping up to the new restrictions and procedures for handling the pandemic.
* We did the first ever “virtual” draw, and will likely not go back to the old way.
* We did the first ever outdoor Board Retreat under a tent in the meadow in front of Cabin #4.
* And now our first virtual Annual Membership Meeting.

**Member review comments about the caretakers: - Bryce noted:**

Shawn and Heather have been great assets to Decatur Head and have jumped in with little difficulty, though they did not have much guidance. Anita has been helpful from a bookkeeping and advisory roll, but the new caretakers had a little lift from the shut down we did in early spring and got into the swing of things. Member feedback is very positive, overall they have settled in to working for the association and being a member of the Decatur community.

* Member review has been good. They are very capable.
* They are now members of Decatur’s volunteer fire department, have made a nice set of entrance posts out of driftwood along the spit road.
* Shawn and Heather have requested that they be notified when members are planning to come and leave the property so they can track time and when they can enter the cabins.
* They also do not want to play “Police” so please review the rules and regulations and use common sense.
* Please use firewood conscientiously: it is a valuable resource and hard to produce.

Full update by caretakers attached.

**Member review comments for the DHBA BOT: Priorities**

The DHBA BOT uses membership feedback to help build next year’s agenda.

* As in past years the Membership comments about the BOT was to keep making improvements while keeping dues low.
* Communication comes up year after year. This year the BOT is going to initiate a newsletter that the caretakers will produce. It will have current info and updates from them and the Bot regarding what is going on at the Head, and what is needed from the Membership. This will start as a bi-monthly newsletter.
* Policy documentation, Dinghy plan, continued cabin improvements, establishing committees, and fire safety will be priorities this year based on Member feedback
* Comments have ranged from crab cooking stations to the locker area to all of the boats on the beach.

**Cabins: Stephanie Secord**

Cabins 3 and 5 are the last two that do not have new roofs. They are not needed just yet but are anticipated somewhere down the road.

Cabin #4 Kitchen: the plan is to cut a hole under the stair well to make room for the refrigerator and leave more counter space. The plan includes detaching the counter/table so that it is more usable. The upper cabinets that face the living room will come down to open up the space. These are minor fixes that Shawn will be able to do.

Water Lines: the next phase of work for the water lines is to connect the new 2” pipe to the well up at the pump house, and then to each cabin at the other end. Between the cabins there will be shutoff valves and a few yard hydrants as well. Bids will be sought, but for now we are budgeting $14,000 to complete the work. When the costs are more firm, the BOT intends to announce an assessment for the work. We would like the work to occur in March or April of 2021.

**Review of Budget: John Mannetti**

* Right now we are under budget by about $16,000 due to the caretaker transition and not having made some of the improvements planned due to Covid-19 and the caretaker transition.
* Usage fees have been higher as we are using the property more.
* Electric use is creeping higher in part due to the water pump and the assumed faulty water line.
* $10,000 is set aside from prior years for the upcoming dredge of the lagoon entrance.

**Dredge: Jon Claus**

Jon has taken over from Tim Coulter. A big “thank you” went out to Tim for all his hard work on this.

* The permit to dredge the mouth of the lagoon has been issued after a number of years and ever-changing requirements. The permit is valid for up to three physical dredges over a period of 10 years, with a total of 250 cubic yards of material that can be removed at any one time.
* We have $10K in reserve to initiate the first dredge.
* It is required to give notice to the Coast Guard, DNR, and the Department of Ecology 4 months in advance of any work. The yearly window of work July 16th to February 15th.

**Review compensation philosophy for Caretakers**

Bryce laid out the Board’s philosophy on caretaker compensation:

Currently we are paying the State Minimum Wage of $13.50/hr + $450 for healthcare

With a 3% increase for 2020-2021 the combined wage and compensation will be $59,328. Currently, our caretakers do not consider the housing in Cabin #3 as compensation, as they need to be on site to perform their duties.

John Burbank laid out that the State Overtime Threshold would bump that number to $85,224. This is the salary rate that an employee would not be eligible for overtime pay. John also mentioned that compensation need not be an all or nothing jump, but that we want our caretakers to feel valued and thus remain with us for the long haul.

Duke Campbell laid out the historical compensation as a combination of salary, housing and utilities. We have traditionally had caretakers that have had a 2nd source of income or have been able to save enough with the offered compensation to make it attractive, factoring in the housing on the water in the San Juan Islands.

\*After the Annual Meeting, the BOT sent out an Advisory Vote to ask members if they would like the BOT to consider raising the monetary compensation to the higher level or consider the traditional approach of wage + housing as full compensation.

\*75% of the Membership that voted, voted for continuing to value the housing and utilities as part of the full compensation.

Note: Board Recommendations for 2020/21 Caretaker Compensation is currently in negotiations with the caretakers.

**Boat, Buoys and Docks: Jon Claus**

In September, the Hewescraft was hauled out and given bottom paint.

The boat is scheduled to be trailered in December-March.

The dock will be ½ on land, ½ in the lagoon over the winter for protection.

**Reservations: Kerry Donovan**

* This year’s reservations were done digitally for the first time. Thank you to Jolyn Davis and her daughter and Wanda Garfield for making it work.
* Next year: there was a request for a digital delivery of the requests and making our deposits early and directly to the caretakers in advance of the draw. This will make it easier for all.
* At this time, the 48 hour “block” of time for Covid-19 remains in effect so that the caretakers can enter the cabins after 24 hours and work on getting them ready for the next visit.
* Bridget Sevigny wondered if a Google Calendar overlay might be helpful. That remains a possible upgrade and might look into it.
* Cancellations have been lenient due to Covie-19. We did not want members to feel obligated to go if they had any concerns of exposure.

**New Committees: Duke Campbell**

The Board discussed creating new committees to help with the following issues:

**Policies Committee**

* Where are they kept and updated so we all know what they are and how they originated

Cabin Standards Committee

* A “Look and Feel” guide to future upgrades including fabrics, lighting standards, artwork, furniture, etc.

**Dinghies’-Locker Room-Crab Pots Committee**

* How much stuff can we have on the Head? Where can it be stowed? Who can remove it and when?

**Environmental Committee**

* Stewardship of the property, septic, driftwood, erosion, fire, education

**Cabin #4 Committee**

* To look at issues with Cabin #4 compared with other cabins, usability, structural integrity, desirability.

Several volunteers stepped forward and we now have active members in all committees.

**Advisory Vote:**

Wanda Garfield brought up the idea of increasing dues or adding an additional $50/month amount to pay for capital improvements, rather than relying on assessments for capital improvements.

The BOT had tried hard to separate the costs of running the head from Capitol improvements to help differentiate the two.

\*The Vote was subsequently had and there was a 50/50 tie in adding the extra monthly cost.

**BOT Election:**

Stephanie Secord is stepping down from the BOT. Nominations were asked for and Richard Mesher and Charlie Davis stepped up to volunteer for a position on the BOT.

A separate vote will be sent in the near future to fill the vacancy.

 Meeting was then adjourned at 9:07pm