



Sudden Valley Community Association

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

www.suddenvalley.com

Board of Directors Regular Meeting

December 7th, 2023, 7:00 PM, IN-PERSON, DANCE BARN

Call to Order

Land Acknowledgement & Anti-Racism Statement

Roll Call

Item 1) Adoption of Agenda

Item 2) Consent Agenda

2a. Minutes - November 2, 2023

2b. Minutes - November 4, 2023 (AGM)

2c. Minutes - November 6, 2023

2d. Minutes - November 16, 2023

Item 3) Announcements

Item 4) Property Owner Comments – 15 Minutes Total

Please note that comments are limited to 3 minutes per person.

Item 5) Board Orientation Activities

5a. Legal Presentation – Richard Davis

5b. Parliamentary Presentation – John Berg

5c. Insurance Presentation – Andrew Rutherford

Item 6) Committee Member Appointments

Adjournment



REGULAR SESSION OF THE BOARD OF DIRECTORS

November 02, 2023

Minutes

DATE AND LOCATION: Thursday, November 02, 2023, Dance Barn

CALLED TO ORDER AT: 6:02 pm.

AUDIENCE MEMBERS: Not Recorded

BOARD MEMBERS PRESENT:

1. Andrew Tischleder	3. Sam Shahan	5. Linda Bradley	7. Gail Chiarello (Late)
2. Sonia Voldt	4. Nancy Alyanak	6. Stu Mitchell	8. Taimi Van de Polder-excused
9. Brian Cope-Excused	10. Keith McLean Excused	11. Asia Andrade- Absent	

ATTENDING:

Staff Members: Jo Anne Jensen, General Manager, Joel Heverling, Finance Director

Guest: Ben Hancock, Larson Gross

Call to Order

President Tischleder Called the meeting to order at 6:02PM. Land Acknowledgement and Anti-Racism Statement.

1. President Moves to Adopt the Agenda.

Motion By: Director Alyanak		Seconded By: Director Shahan	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained	

2. Announcements

3. Property Owner Comments

4. Audit Presentation

5. New Business:

Motion: Move that the Sudden Valley Board of Directors approve the allocation of \$15747.00 from CRRRF to Capital Code 9722.099 and authorize the General Manager to execute the standard SVCA Construction contract with MARRS heating to replace four gas heating units in the Dance Barn.

Motion By: Director Tischleder		Seconded By: Director Bradley	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained	

Adjourned 6:39PM



BOARD OF DIRECTORS BUSINESS MEETING MINUTES
Annual General Meeting
 November 4, 2023

ASSOCIATION NAME: Sudden Valley Community Association
DATE AND LOCATION: SATURDAY, NOVEMBER 4, 2023
CALLED TO ORDER AT: 1:05 p.m.
AUDIENCE MEMBERS: A quorum of fifty members were present.

BOARD MEMBERS PRESENT:

1. Andrew Tischleder, President	4. Stu Mitchell	7. Nancy Alyanak
2. Sam Shahan, Vice President	5. Linda Bradley	8. Gail Chiarello, N&E Chair
3. Sonia Voldt, Treasurer	6. Taimi Van De Polder	

STAFF MEMBERS: Jo Anne Jensen, General Manager
 Morgan Libby, Administrative Assistant
 Kyle Kaltenbach, Chief of Staff

PARLIAMENTARIAN: John Berg

I. CALL TO ORDER

The meeting was called to order by President Tischleder at 1:05p.m. who stated he would be serving as the presiding officer to allow us as members to do the work of the annual general meeting.

II. INTRODUCTION OF THE PARLIAMENTARIAN

President Tischleder introduced the Parliamentarian, John Berg, this is his third year as the Parliamentarian for SVCA.
 Robert’s Rules of Order 12th Edition shall govern this meeting.
 President Tischleder explained the rules for speaking during the meeting.
 He thanked the Staff for their efforts this year and recognized the current board and the outgoing board for all their hard work.

III. CERTIFICATE OF QUORUM

It was announced that fifty people had signed in so we have a quorum present.

IV. PROOF OF NOTICE OF ANNUAL GENERAL MEETING

Vice President Sam Shahan presenting on behalf of the Board Secretary, Brian Cope.

The notice of the annual meeting addressed to all members at the address on record at the Association Administration Office, was placed in the mail at least 30 days before the meeting, as required by the Bylaws. The Secretary is in receipt of the postal service reports of the mailing, Form 367R, which is mailing transaction receipt from the post office. This concludes the report.

V. APPROVAL OF 2022 AGM MINUTES. The minutes for the 2022 annual meeting were reviewed by the board and were made available on the Sudden Valley website under the AGM Button for this event for the membership's review. Are there any corrections to the minutes?

Hearing none, the minutes are approved as presented.

VI. Introduction of the Candidates.

a. Introduction of the Board of Directors Candidates.

It was announced that there were three open positions for the Board of Directors who will each serve three (3) year terms. The list of names appearing on the ballot in order are:

Laurie Robinson
Keith McLean
Joshua Bowens
Tom Redd
Mary Stidham

b. Introduction of the Nominations and Elections Committee Candidates

There was one candidate this year, Rob Gibbs. The committee will be soliciting for interested candidates to serve on the 2024 committee. Please fill out a volunteer application on the association's website.

c. Introduction of the Architectural Control Committee Candidates

There were two candidates for the Architectural Control Committee. This committee will be soliciting interested candidates to fill seven vacant positions. Interested candidates should complete an application.

Patrick Zwolinsky
Jo Jean Kos

VII. New Business

a. Measure 1

Shall the Sudden Valley Community Association's 2024 annual consolidated budget, which provides for assessment revenue of \$5,164,719 and non-assessment revenue of \$1,857,672 for a total combined assessment and non-assessment revenue of \$7,022,391 be approved or rejected? There was no discussion.

b. Advisory Vote Number 1

Which of the following options do you prefer for the replacement of Barn 6, also known as the Ice Barn? Members were asked to choose no more than one of the following.

Option 1. Remove the existing structure and replace it with an open-air pavilion. This option requires no special assessment for funding and was part of the presented budget.

Option 2. Remove the existing structure and replace it with an enclosed structure. This option would require a special assessment of approximately \$11 per month for 6 years on all members.

Option 3. Remove the existing structure and do not replace, this option requires no special assessment for funding. There was no discussion.

c. Advisory Vote Number 2

The replacement of the Marina wet slip docks is estimated to cost approximately 1.9 million dollars. Which of the following options do you prefer for funding the Marina wet slip docks replacement when they have reached the end of their useful life? Members were asked to choose no more than one of the following.

Option 1. Beginning in 2024 increase annual wet slip. use fees, an additional \$1,200 to provide about one third of the funding required to replace the Marina wet slip docks.

Option 2. Place a 6 year. Special Assessment of approximately \$9 per month on all members to fund the replacement of the Marina wet slip docks.

Option 3. Do not replace the Marina wet, slip docks at the end of their useful life.

VIII. Committee Reports

The committee reports will be posted to the Sudden Valley website for viewing after the AGM.

IX. President’s Report

President A J Tischleder made a report.

X. Treasurer’s Report

Director Voldt, Treasurer made a report.

XI. General Manager Report

General Manager Jo Anne Jensen made a report.

XII. Property Owners’ Comments

Property owners made comments.

XIII. Election Results

a. Board of Directors

Josh Bowens	563
Keith McLean	548
Laurie Robinson	525
Tom Redd	515
Mary Stidham	387

b. Nominations and Elections

Rob Gibbs 736

c. ACC Committee

Jo Jean Kos 607

Patrick Zwolenski 588

d. Measure One Approve the proposed budget.

Approve 749

Reject 191

There being less than a majority of total owners rejecting the budget, the budget is approved.

e. First Advisory Vote Regarding the Ice Barn Replacement

Option 1 604

Option 2 181

Option 3 191

f. Second Advisory Vote Regarding the Marina Wet Slip Replacement

Option 1 634

Option 2 197

Option 3 162

g. Final Announcement regarding the Board organization meeting.

It is scheduled for Monday, Nov 6 at 7pm.

XIV. Adjourned 2:57p.m.



SUDDEN VALLEY BOARD OF DIRECTORS

Board Organizational Meeting

November 06, 2023

Minutes

DATE AND LOCATION: Monday, November 06, 2023, Dance Barn

CALLED TO ORDER AT: 7:01

AUDIENCE MEMBERS: Not Recorded

ATTENDING:

Staff Members: Jo Anne Jensen, General Manager

N&E Chair Rob Gibbs

Call to Order

Rob Gibbs, N&E Chair, called the meeting to order.

Roll Call:

1. Andrew Tischleder	4. Sam Shahan	7. Linda Bradley	10. Rob Gibbs
2. Stuart Mitchell	5. Keith McLean	8. Joshua Bowens	
3. Sonia Voldt	6. Laurie Robinson	9. Taimi Van de Polder	

Director Robinson attended via Zoom.

1. Adoption of Agenda

Motion to amend the agenda to add a closed session to number two and move Election of Officers to number three.

Motion By: Director Tischleder		Seconded By: Director Voldt	
Approved:	Not Approved: X	Tabled:	Died:
In Favor: 4	Against: 5	Abstained	

Motion to adopt original Agenda

Motion By: Director Van de Polder		Seconded By: Director Bradley	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: 5	Against: 4	Abstained	

2. Procedure vote

Motion: if no one has a preference move to vote by a show of hands.

Motion By: Director Van de Polder		Seconded By: Director Bradley	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: 5	Against: 4	Abstained	

3. Officer Nominations

a. President

Director Andrew Tischleder nominated by Director Bowens

Director Keith McLean nominated by Director Van de Polder

AJ Tischleder received 4 Votes.
Keith McLean received 5 votes.

Director McLean is President.

b. Vice President

Director Shahan was nominated by Director Bowens.
Director Van de Polder was nominated by Director Bradley.

Director Shahan received 4 Votes.
Director Van de Polder received 5 votes.

Director Van de Polder is Vice President

c. Treasurer

Director Voldt was nominated by Director Bowens.
Director Robinson was nominated by Director Van de Polder.

Director Voldt received 4 votes.
Director Mitchell received 5 Votes.

Director Robinson is Treasurer.

d. Secretary

Director Bowens nominated Director Bradley.
There were no other nominees.

Director Bradley is Secretary.

Final Executive Committee Members

President	Keith McLean
Vice President	Taimi Van De Polder
Treasurer	Laurie Robinson
Secretary	Linda Bradley

Motion to Adjourn

Motion By: Keith McLean		Seconded By: N/A	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained	

Meeting Adjourned

Approved by:

Linda Bradley, Board of Directors Secretary



REGULAR SESSION OF THE BOARD OF DIRECTORS

November 16, 2023

Minutes

DATE AND LOCATION: Thursday, November 16, 2023, Dance Barn

CALLED TO ORDER AT: 6:58 pm.

AUDIENCE MEMBERS: Not Recorded

BOARD MEMBERS PRESENT:

1. Keith McLean	2. Taimi Van De Polder	3. Laurie Robinson	4. Linda Bradley
5. Stu Mitchell-Zoom	6. AJ Tischleder	7. Sam Shahan	8. Sonia Voldt-excused
9. Josh Bowens	10. Rob Gibbs	11. Daniel Rodriguez	

ATTENDING:

Staff Members: Jo Anne Jensen, General Manager, Joel Heverling, Finance Director

Call to Order

President McLean called the meeting to order at 6.58 PM. Land Acknowledgement and Anti-Racism Statement.

1. President Moves to Adopt the Agenda.

Motion By: Director Gibbs		Seconded By: Director Van De Polder	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained	

2. Announcements

3. **Property Owner Comments:** Three members addressed the Board on differing topics.

4. Certification of 2023 Election

Motion: For the Board to accept the 2023 Certification of Election.

Motion By: Director Gibbs		Seconded By: Director Bradley	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: 7	Against:	Abstained: 1	

5. August Financials presented by the Finance Director.

6. Director Appointments

6a. Standing Committees

Long Range Planning: Chair-AJ Tischleder, Sam Shahan-second director

Document Review: Chair-Linda Bradley, Taimi Van De Polder- second director
Finance: Chair-Laurie Robinson, Treasurer, Stu Mitchell-second director

6b. Union Negotiation Representatives

Keep designated representatives appointed earlier in the year.
Director Shahan, Director Voldt, Director Bradley (alternate)

6c. Designated Signing Authority Resolution

Motion: Move the Board approve the Signing Authority Resolution presented by the Finance Director.

Motion By: Director Gibbs		Seconded By: Director Bowens	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained	

7. Architectural Control Committee Member Appointment

Director Rodriguez requested Wayne Lee be approved to serve on the committee.

Motion: Need a recommendation for Wayne Lee to join the Architectural Control Committee.

Motion By: Director Gibbs		Seconded By: Director Bowens	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained	

8. New Business

8a. Capital Request-2023 Fast Response (Roads)

Motion: Move that the SVCA Board of Directors approve the allocation of \$85,000 from Roads for the 2023 Fast Response for Unforeseen Drainage Issues project, with spending managed by Mike Brock, Maintenance & Facilities Manager using internal labor ad resources, or currently contracted vendors Stremler Gravel, WRS and PNW.

Motion By: Director Tishleder		Seconded By: Director Bowens	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained	

9. Closed Session

Motion: Move into closed session.

Motion By: Director Bradley		Seconded By: Director Van De Polder	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained	

Motion: Move into open session.

Motion By: Director McLean		Seconded By: Director Van De Polder	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained	

Closed Session Voting

Motion: Move the Board approve the General Manager and Finance Director be cashed out for vacation time of 160 hours each.

Motion By: Director Bradley		Seconded By: Director Van de Polder	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained	

10. Code of Conduct- discussion of options.

Motion: Move the Board postpone the discussion of the Code of Conduct until the January 11th meeting.

Motion By: Director Bowens		Seconded By: Director Gibbs	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against:	Abstained	

Adjourned 9:48PM

Approved by: _____
Linda Bradley, Board of Directors Secretary