

Decatur Head Beach Association Annual Meeting 2021

Tuesday, October 19th, 2020

Online meeting

This years Annual Meeting hosted by Mike Wietholder -Online

7 PM- Start time

Attendees by membership or log in name.

BOT:

Bryce Kisker-President
Kerri Donovan- VP/Reservations
Duke Campbell- Task force/Special Projects
Jon Claus- Boats/Dock/Buoys
Richard Mesher-Facilities/Maintenance
John Mannetti- Treasurer
Chris White- Secretary

Membership:

Jolyn Thornburgh
Sharon and Steve Schell
Bridget Sevigny
Tim and Carol Coulter
Carmen Claus
William and Annjette del Valle
Nick Loveless
Catherine Peng
Suzie Rinne/Holzman
Rolf Gruen
Jeff and Wanda Garfield
Kelly and Christi Price
Mike and Sara Wietholter
Nealla Kendall and Sam Warren
Matt Snow
Gary and Suzie Young
Stephanie Secord
John Burbank
Dave Hoerline (Paul's son)
"Abby's Guardians" (online profile)

Attendance: 27 members and 29 shares represented in total (give or take one)

Welcome/year in review: Bryce

Year in Review

- Shawn and Heather's exit and Seth and Anita are back as "new caretakers"

- Thanks to Seth and Anita the water pump and well casing were replaced this year due to a worn out casing that was causing water to flood back down into the well. The casing outlasted it's lifespan by a lot of years. This solved the mystery of rising electric bills.

Notes from Seth and Anita:

Seth and Anita are extremely glad to be back. The membership is also glad to have them back on the job, looking out for our best interests and keeping good relations with other Decatur Islanders.

- They jumped right in when they noticed the issue with the well casing and orchestrated the fix.
- Have jumped right in with organizing the storage sheds and crab pot areas.
- Begun to reconnect with other Decatur residents and community.
- Please use firewood conscientiously: it is a valuable resource and hard to produce.
- Vehicle parking- Please park below the tennis courts at the bottom of the hill and not ½ way down the spit road.

BOT turnover: This year there will be 4 BOT members stepping away from the Board and replaced to keep our number at the mandatory 7 members. Bryce has been president for 6 years and shared a look back at where we were when he, Duke, Jon and Kerri came on the BOT.

Some highlights of the last 6 years:

1. 10 shares (25%) were on the market and there were few if any takers. It took a long time to sell.
2. We now have a very healthy waitlist of 17+ who would like to purchase a share.
3. The caretakers at the time needed to be let go and replaced.
4. We had a boat that was costing as much as \$40, to \$60K each year in maintenance and eating up 35% of the budget. We now have a boat with an annual budget of \$6-8K/year and all but about \$2,000-\$2500 was being recouped by usage fees up until Covid-19 upset the regular usage.
5. The monthly dues were increasing year over year. They are now less than they were 6yrs ago.
6. Infrastructure was 45 years old and lots of things needed to be replace. By Spring of 2022, all of the cabin roofs will have been replaced and the new water lines will be hooked up.
7. Capital expenses were co-mingled with operating expenses, and it was harder to understand where the funds were being used. Today, we have a system/philosophy to use the monthly dues for the regular operating costs and use assessments to cover capital improvements.
8. Orcas Power and Light (OPALCO) trenched for new power and installed fiber-optic for use in the future. When the trench was dug, we opted to put a new 2" water line in the trench, which is ready to be hooked up to the well house and cabins. This will replace the 50yr old water line.

9. We have successfully enacted one of the 3 permitted dredges to help keep the mouth of the lagoon open so that we can move the dock in and out more easily during the winter months.
10. Increased member input with Advisory Votes, Committees, Newsletter, and Virtual Voting. Virtual voting eliminates the need for proxy votes where if one member was chosen to vote as another's proxy, they could potentially hold more voting power than other members.
11. Survived Covid-19 pandemic and adopted virtual meetings. This also prompted the annual primetime draw to be done virtually which has been much easier and faster to accomplish.
12. Relations with Decatur Islanders is in good hands with the current caretakers, and we have contributed and participate with the first ever volunteer fire department.
13. These are just the highlights!

Review of Budget: John Mannetti

- John presented the last years budget and the proposed 2021-2022 Budget (attachments below).
- We are in good shape going into the next fiscal year.

Cabins: Richard Mesher

Cabins 3 and 5 are the last two that do not have new roofs. Cabin 5's roofing material has been purchased and the plan is to have Seth install the new roof this spring before primetime.

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 \$10,000 to complete the work. At the moment, the BOT no longer intends to assess for the work, as there is money in the existing budget left over from the previous year. We would like the work to occur in March or April of 2022. The Tennis court will be resurfaced in the spring as well.

Dredge: Jon Claus

- A total of 250 cubic yards of material was removed in December of 2020.
- George Lamb performed the work which cost about \$8K, less than budgeted.
- For future dredges remember: 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.

Boat, Buoys and Docks: Jon Claus

Proposal to sell the Hewes Craft: (See attachment)

During and even before the Covid-19 shut down of our Hewes Craft boat the membership was increasingly using alternative transportation, namely the Island Express. They have become a successful and responsive business that has been working for most members who do not come with their own boats. The current Caretakers (Seth and Anita) have stated that they would prefer not to have or run the boat as they have in the past. Seth has had an injury that prevented him from using the boat for much of his time back as caretaker.

So for this and other financial considerations it is the current BOT recommendation that we sell the Hewes Craft and rely on the Island Express and Paraclete as our primary mode transportation.

The financial considerations are that the boat is worth what we paid for it 4 years ago; \$111K. The original plan was to re-power the boat (buy a new motor) every 6 years so that it would always be under warranty. The boat could be kept reliably for a longer period of time but would also inevitably need to be replaced down the road. The cost of a new motor could run \$20-30K- less any trade-in value.

Selling with a broker would cost 10% of the sale value or we could sell the boat ourselves.

Questions from membership:

What about the viability and health of the Island Express? The answers were not able to be confirmed, but we know that they have been adding boats to their fleet and seem to be growing and thriving.

What about emergency evacuation? It was noted that if someone had a serious enough emergency that air lift would be the best way to get to a hospital quickly. For other issues, Island Express has said they would re-route boats in order to help out for an urgent issue.

It was noted that every member ought to investigate medevac insurance that is inexpensive. It is not clear if we can buy that type of insurance for the association. To be investigated perhaps in the coming year if we elect to sell the boat.

It was also noted that without an association boat, the qualifications for future caretakers would be easier to meet by a wider group of people.

There will be a vote on selling the boat, and then a vote for what to do with the proceeds if sold.

Committees: Duke Campbell

Duke gave an overview of committee progress

Policies Committee

A start was made to find the relevant policies and when and how they were enacted. It is an ongoing committee that needs to extend into the next year. Two parts are: Where are the policies kept? and How and when were they enacted? Continuing work needs to be done here.

Cabin Design Standards

Presentation during the BOT Annual Retreat in September reviewed the survey they conducted of the membership on areas to focus on. Lighting, kitchen equipment, living/dining areas and outdoor furniture were listed in that order of importance to membership. Lighting being the most important to membership will be the first item to be addressed in the coming year.

Dinghies Kayaks-Locker Room-Crab Pots Committee

- The sheds and crab pots were largely taken care of by Seth and Anita when they returned, but long term issues may need to be addressed by the policy committee as well. The boat sharing concept is in development.

Environmental Committee

- Stewardship of the property, septic, driftwood, erosion, fire, education; on going. See attached letter from the committee to Duke Campbell.

Cabin #4 Committee

- The Committee presented their work to date (see attachments). They need to hear from membership on direction to continue design work. Vote will be forthcoming.

Upcoming Advisory Votes:

- Approval of annual budget.
- Elect 4 new Board of Trustees from membership.
- Selling of the Hewes Craft boat and what to do with the proceeds of the sale.
- Cabin #4: pursue expanded or existing footprint, based on ideas and estimates given.

Meeting was then adjourned.

Adendum to the notes:

November 7, 2021

The results of the votes were sent out via email by Bryce (Dhbapresident@gmail.com) October 25th, 2021.

Annual Budget 2021-2022

- Approved

New Bot Members:

- Rolf Gruen
- Jeff Garfield
- William del Valle
- Sharon Schell

The new BOT has met to decide the positions of the BOT members. The new positions will be as follows:

- **President**- John Mannetti
- **Vice President**- Jeff Garfield
- **Secretary**- Sharon Schell
- **Treasurer**- Chris White
- **Facilities/Maintenance Boat (sale)/Buoys**- Richard Mesher
- **Special Projects/Dock**- William del Valle
- **Special Projects/Committees**- Rolf Gruen

Hewes Craft:

- Sell the boat/use the proceeds for future capital improvements

Cabin #4

- Pursue a larger footprint of the cabin

See attachments:

End of Year Budget 2020-2021

Proposed Annual Budget 2021-2022

Boat Recommendation

Committees Report

Cabin #4 design and estimates

Environmental Stewardship update

Voting Results/detail From Oct 25th, 2021.

End

October 19th, 2021

Proposed Boat Sale:

The DHBOT recommends the sale of our Hewescraft 26 ft boat (Strait-a-Head) and continued use of Island Express/Paraclete services for both caretaker and member trips on and off Decatur.

After 50 years of having a boat for caretakers and members, the BOT believes improvements in inter-island transportation services have created the opportunity for the elimination of our Association boat. The sale of our boat will free up \$6,000 to \$8,000 per year in boat-related costs and about \$100,000 in capital. We believe we can sell the boat for what we paid, plus or minus a 10% commission fee if we use a broker. As it stands now, we have a BOT member who is willing to spear-head the sale to avoid the commission fee. The purchase price of the boat was \$111,000.

The funds from the boat could go back to membership or be used in other capital improvements like the dock, waterlines, and cabin #4 improvements. The new BOT will guide that decision process.

Because of pandemic we have operated without a boat for members for most of the last two years. The Island Express has expanded to three boats and has increased the number of trips to Decatur. Members report that Island Express and Paraclete are easy to use with good access to parking near the Skyline Marina ramp. Members also report liking the loading and unloading assistance provided by Island Express.

The Caretakers support the sale as they prefer using the Island Express for their shopping trips for the Head and personal needs. In addition, the Caretakers have negotiated a cost reduction and direct billing for members for both service providers.

In case of emergency, Island Express has said that they will make special runs. Emergency flights are available and best for extreme emergencies.

Recent boat history

The Strait Shooter was costing DHBA about \$49,000 per year on average to operate in the years leading up to 2015. The BOT made several changes to lower costs. We changed insurance companies and member pick up location from Washington Park to Skyline Marina to prevent propeller damage and corresponding outdrive and engine damage. These changes allowed total boat costs to average about \$17,000 during 2016 and 2017. With no further improvements available to lower costs, the BOT recommended the sale of the Strait Shooter and the purchase of a Hewescraft boat for our caretakers and member transport. That has allowed costs to be controlled for an average of \$6,000 to 8,000/year from 2018 to 2021. The plan for the Hewescraft was to replace it every 5 or 6 years to keep it under warranty. The cost to replace or repower on that timeline was estimated to be \$30,000 to \$40,000 and would require a special capital assessment every 5 to 6 years. Member pickup is from the Breakwater Dock at Skyline. It is not a convenient location as parking close to the dock is not available. We have investigated both purchasing and leasing at Skyline and other marinas, but they either did not allow pick up and drop off or had no available slips.

DECATUR HEAD BEACH ASSOCIATION COMMITTEES

Annual Meeting Update

Oct. 19, 2021

Committees identified as part of 2020 BOT Retreat...

1. Policies

a. Scope-

- i. Research, collect, organize and disseminate DHBA policies and procedures.
- ii. Reconcile member rules, prime-time rules, etc. with policies and procedures.
- iii. Identify system/method for keeping/tracking policies, procedures and rules.

2. Cabin Design Standards/Milieu

a. Scope-

- i. Review functionality, aesthetics and utility of cabins, including furniture, lighting, heating, cabin appliances, kitchenware and artwork.
- ii. Develop standards/guidelines to assist BOT and caretakers when adding or modifying items listed above.

3. Storage Lockers, Dingy, Motors, Kayak, and Crab / Shrimp Pot Storage

a. Scope-

- i. Review current use vs any applicable policies.
- ii. Assess necessary policy changes and / or alternate use options.
- iii. Make recommendations to the BOT.

4. Environmental

a. Scope-

- i. Recognize the unique environment in which DHBA operates.
- ii. Research and make recommendations to the BOT.
- iii. On BOT approval, educate the membership on ways that the Association can be a good steward of the property.

5. Cabin 4 Remodel

a. Scope-

- i. Review Cabin 4 layout and assess design differences between Cabin 4 and other higher use large cabins.
- ii. Make small (<\$10k), medium (\$10-25k), and large (\$25k+) design recommendations.
- iii. Present options to the BOT.

Plan for each committee:

1. Assign Member lead to report back to Duke
2. Take additional volunteers to make a 3-5 person committee (includes lead)
3. Establish a charter and timeline (less than one year) based on scope statement
4. Provide regular updates to Duke on progress
5. Present final findings / recommendations to full BOT
1. Policies-Kerri Donovan, Bridget Sevigny

- a. Scope-
 - i. Research, collect, organize and disseminate DHBA policies and procedures.
 - ii. Reconcile member rules, prime-time rules, etc. with policies and procedures.
 - iii. Identify system/method for keeping/tracking policies, procedures and rules.
 - b. 2/8/21 BOT Review
 - i. One page summary incl. Scope, Status, Next Steps and additional Recommendations for following 1995 Guidebook format and creating a cloud storage account and a procedure to name documents and upload to account for archiving
 - ii. Have Kerri lead discussion/review
 - iii. BOT comments
 - c. 2021 Annual Meeting Update/Status
 - i. Policies and procedures/rules, etc. have been collected
 - ii. Next step is to Identify system/method for keeping/tracking policies, procedures and rules and for reconciling member rules, prime-time rules, etc. with policies and procedures.
 - iii. Kerri has requested the BOT to find a replace chairperson for this committee
2. Cabin Design Standards/Milieu- Stephen Schell, Sharon Schell, Christi Price, Debbie Claus
- a. Scope-
 - i. Review functionality, aesthetics and utility of cabins, including furniture, lighting, heating, cabin appliances, kitchenware and artwork.
 - ii. Develop standards/guidelines to assist BOT and caretakers when adding or modifying items listed above.
 - b. 2/8/21 BOT Review
 - i. One page summary incl. Scope, Discovery Phase (Member Survey), Standards/Guidelines Development and Delivery Schedule
 - ii. Currently working on draft of Survey for BOT review
 - iii. BOT Comments
 - c. 2021 Annual Meeting Update/Status
 - i. The committee conducted a member survey and identified key member issues.
 - ii. The Committee presented their findings to the BOT at their Retreat.
 - iii. The BOT invited the Committee to pursue solutions for addressing cabin lighting, identified in the member survey as one of the highest member priorities.

3. Storage Lockers, Dingy, Motors, Kayak, and Crab / Shrimp Pot Storage: Kelly Price, Mike Wietholter, Matt Snow, Sam Warren, Matt Wickens
 - a. Scope-
 - i. Review current use vs any applicable policies.
 - ii. Assess necessary policy changes and / or alternate use options.
 - iii. Make recommendations to the BOT.
 - b. 2/8/21 BOT Review
 - i. Sam Warren provided 13 page set of background, recommendations, policy issues and questions for BOT. Some are ready for BOT action; some are not.
 - ii. Building 9 and Locker Recommendations- Mike Wietholter
 - iii. Dinghy Topic- Kelly Price
 - iv. Motors, Fuels & Oars Recommendations- Matt Wickens
 - v. Kayak/SUP Recommendations- Sam Warren
 - vi. Crab & Shrimp Pot Recommendations- Matt Snow
 - vii. BOT Comments
 - c. 2021 Annual Meeting Update/Status
 - i. Many of the Committee and sub-committee recommendations were designed to provide guidance to Shawn and Heather and have now been addressed by Seth and Anita. It is safe to say that a number of these recommendations will need ongoing attention, specifically as it related to the need for member attention in purging unused/outdated equipment and the like.
 - ii. Sam Warren will address the Dinghy sharing program (and the Kayak sharing program) separately in this meeting.
4. Environmental/Stewardship- Nancy Stevens, Vicky Askew, Charlie Davis, Chris White (passive- Pam McEwan and Paul Hoerlein-represented by son, Dave Hoerlein)
 - a. Scope-
 - i. Recognize the unique environment in which DHBA operates.
 - ii. Research and make recommendations to the BOT.
 - iii. On BOT approval, educate the membership on ways that the Association can be a good steward of the property.
 - b. 2/8/21 BOT Review
 - i. 4 page Update incl.
 1. Purpose and Scope,
 2. Achievements to date,
 3. Opportunities going forward,
 4. Ongoing committee work this year.
 5. Recommendations to the BOT.
 - c. 2021 Annual Meeting Update/Status
 - i. Recent activities over the summer by the committee include:
 1. a visit by San Juan Preservation Trust Stewardship experts to advise on preservation of wildflower meadows on the Head,
 2. Continued efforts to control spread of thistles on the Head

3. Introduction of Olympia Oysters around the Head (courtesy of Jon and Debbie Claus); Seth and Anita will manage the movement and location of the grow bags.
 - ii. This coming year the Committee will focus on creating educational materials that can be linked to QR coded sites around the property.
5. Cabin 4 Remodel- William Del Valle, Chris White, Charlie Davis
 - a. Scope-
 - i. Review Cabin 4 layout and assess design differences between Cabin 4 and other higher use large cabins.
 - ii. Make small (<\$10k), medium (\$10-25k), and large (\$25k+) design recommendations.
 - iii. Present options to the BOT.
 - b. 2/8/21 BOT Review
 - i. One page summary, incl. Scope, Status, Next Step and Estimated Completion
 1. Scope- 4 designs
 2. Status- have preliminary budgets
 3. Next step- Meeting on 2/16 to finalize budgets
 4. Estimated completion by end of Feb. and would like one hour to present and discuss with BOT in March
 - c. 2021 Annual Meeting Update/Status
 - i. The Cabin 4 Remodel Committee made a presentation to the BOT at this year's retreat.
 - ii. The Committee's separate report at the meeting will focus on the critical design issue facing the Committee and affecting the development of different design options.

William De Valle, Charlie Davis and Chris White

Preface:

The Cabin 4 Committee was conceived during the 2020 BOT Retreat after looking at some of the structural issues and problems with the cabin. It was noted at that time that the increased space and upgrades made to Cabin #6 were very successful in the eyes of the membership. This committee was asked to investigate ways to upgrade and improve the cabin with a low, medium and high level of improvements. It was also noted that while being a cabin for 10, it isn't that easy to accommodate 10 people in bad weather when you can't eat out on the deck. With the success of the remodel of Cabin 6, the DHBOT felt that Cabin 4 would benefit from a fresh look at the existing space and how to use it.

For those who are not familiar with the remodel of cabin #6, its size was increased by about 5 feet by moving the west wall toward the water, giving the living area and kitchen more space. At that time the heating firebox with fan, was the solution to increase the heating capacity of a regular fireplace.

Currently, cabin #4 is listed as having 3 bedrooms and a maximum occupancy of 10 people. The master bedroom has a King bed. The two upstairs rooms each have a double and two single beds.

This makes the cabin equal in capacity to Cabins #1, 6 and 8 as a "large cabin". However, Cabin 4 is considerably smaller in footprint and volume than 1, 6, and 8, but does not have the indoor capacity to seat 10 guests at a dining table or in the living room. For comparison: Cabin #8 is about 884sf, Cabin #6 is 840sf, Cabin #1 is 800sf, and Cabin #4 is 700sf.

Structural issues: There are some structural issues with the cabin that need addressing in the near future. The roof ridge that extends over the deck has sagged and the support header over the two glass sliding doors was not sized properly and there is evidence that the doors will continue to have more sagging pressure on them in the coming years. These issues could be solved on their own or as part of a remodel. We feel that as part of a remodel, the structural costs would be better folded into a new design.

In summary, we feel that Cabin #4 should be remodeled to make it larger, more usable and one of the most sought-after cabins on the property.

Below are some strengths and weaknesses to Cabin #4

Strengths:

1. The cabin has a distinct architectural identity of a Swiss chalet with its upper balcony and overhanging peak. Every cabin on Decatur Head is unique and should remain unique.
2. The cabin is out of the rain.
3. The staircase to the upstairs bedrooms is a "standard" accessible staircase (although without handrails), which has been preferred by families with little kids or those who cannot negotiate some of the more unique steps that lead to the upper floors of other cabins.
4. The addition of a skylight above the staircase has made a big difference to the quality of light

there.

5. It is adjacent to the Storage shed, laundry room, and dock; very accessible.

Weaknesses:

1. The cabin is much smaller than the other large cabins #1, #6, and #8, yet it is asked to do more than it can in its current configuration. For example: The master bedroom is large but not all that space is needed for a king bed. The closet under the stairs is underutilized. On the main level, the fireplace hearth extends out into the floor where a table should be for eating, and there are posts in the kitchen counter that impede use, conversation and views out to the front of the cabin.
2. The cabin may sleep 10, but there is no dining table in the cabin or space for more than who can sit at the kitchen counter, or make-shift card tables that are stored in the closet.
3. The livingroom is small for 10, and dark. Access to the staircase runs directly through the space. Because of the need for privacy with the Caretaker Cabin #3, there is no window on the South wall that adjoins their garden.
4. The bathroom and pantry spaces are decent, but there are some minor things that could be done to make them more useful.

Upstairs:

1. The back bedroom is very dark and claustrophobic.
2. The front bedroom has more light from the double door and balcony, however we suspect that the balcony is rarely used and with the large overhang, not an easy place to see out to the north or south. Again, this cabin has a small footprint and the rooms upstairs are still small rooms.
3. The upstairs closets are dark and hard to use and we suspect, not used much.

To solve some of the weaknesses, our committee proposed three options to the Board which are listed below, and in the drawings provided. Some options were easy fixes that do not involve structural changes or enlarging the footprint of the cabin. Other ideas involved altering the look and feel of the entire cabin with a larger footprint, bump-out window seats for light and space, and a dormer in the roof to allow for more headroom and views.

Option 1 was our “low budget” fix. Options 2 and 3 increase in cost and modification to the structure.

As a group, we felt that if the Membership is going to initiate an assessment for changes to the cabin, then Option #1 is the base level to start. If there is no majority interest in a substantial change, then smaller modifications can be done over the period of 1-3 years and not incur the need for assessment.

Option 1: (Estimated cost \$30,000/\$750 assessment per share)

This option begins creating space for a dining area by removing the fireplace and adding a heating fireplace or woodstove on the South wall. The fireplace or woodstove can be set into a nook that would allow for more space and efficient heat (Cabin 6 has a “heating fireplace and Cabin 2 a woodstove). Decatur Head needs to have more cabins that can be heated year-round and more economically, not to

mention more sound environmentally. A high-end wood stove that has some ornamental appeal and glass front would be a nice addition.

With more room adjacent to the kitchen, there is now room to have a real dining table like all the other cabins, and the wood stove will be in the living room where people can gather. Windows along the north wall will allow more light and views to the northwest. A built-in bench along the north wall can allow for more seating in a small space, enough to accommodate 10 in a pinch.

Various modifications to the bathroom, master bedroom, loft bedrooms and kitchen all make better use of the space. See the drawings for more details.

Option 2: (Estimated cost \$48,000/\$1,200 assessment per share)

Building on Option 1, this is an intermediate design that removes ½ of the front ceiling above the living area, creating an open vault for the feeling of space and capturing light. This also includes a built-in window seat in the dining area a wood stove instead of a heating fireplace. (window seats in the master bedroom and the upper loft are options not shown) The center kitchen wall would be modified to move the refrigerator, and add a pantry cubby.

Option 3: (Estimated cost \$80,000/\$2000 assessment per share)

Building on Options 1 and 2, Option 3 bumps out 4 extra feet to the west. A dormer above the dining area creates a larger bedroom upstairs with a window to the north and adds a shuttered enclosure to the vaulted ceiling for privacy. With the added square footage to the living and dining area, there is more room overall, making this cabin more in line with Cabins 1 and 6 as a “Large Cabin”

The deck might change shape and size and/or could be moved to the north side of the cabin where there is more space.

About Costs:

We have made a list of costs starting with Option 1 and adding the additional costs onto each additional option. There would be items that can be interchanged and would affect the costs and time in labor, but we have tried to put hard costs and manhours into the totals included here.

“Labor Days” was used here to guide the scope and ultimate cost. In the past, these cabins were built with a mix of volunteer and paid labor. There are members who have expressed interest in volunteering and as a committee, we would like to test the number of members and member hours we might be able to count on to implement the modifications proposed. We have converted “labor days” into dollar amounts by multiplying an average rate of \$50/hr.

In the end, we feel that an “all in” Option #3 remodel could be in the range of an assessment in the range of \$2,000/membership. This could be assessed in multiple years or all at once. See Draft Budget for Options 1,2 and 3.

Presentation and Response from the Board:

During the September 2021 Board Retreat, the Committee presented the concept ideas and drawings. The BOT discussed the merits of each design and all of the intricacies. It was suggested that we alter the three options and might have one design with the option to preserve the fireplace in it's current location. To continue the design work it seems to the Committee, that it only makes sense if you bump out the wall to increase the size of the cabin. If there were no bump out, then likely some of the minor improvements could be made without an assessment over time.

Therefore, to proceed further hone the designs the Committee and BOT feels it would be best to have and advisory vote from membership on whether to proceed with a remodel concept that would move the west wall out approximately 4 feet (the cabin is built on a 4ft grid) and to then work on concepts that would:

New Concept #1A:

Allow the existing fireplace to remain with altered hearth and better use of Kitchen/Living/Dining areas.

New Concept #2A:

Remove the existing fireplace and relocate it on the south wall allowing for better kitchen/dining room connection.

New Concept #3A:

Same as #2 but with alterations to the upstairs.

Proposed Advisory Vote:

"Knowing that it will incur an assessment, does the membership wish to extend the footprint of Cabin #4 to increase the size and usability while addressing the structural issues for Cabin #4?"

Y/N ?

End.

Cabin #4 Committee

William De Valle
Charlie Davis
Chris White

To the DHBOT

October 19th, 2021

Cabin #4 Budget Estimates-Draft. Based on concept sketches

Assumptions: 8hr labor day average of \$50/hr. or \$400/day

\$400/day Average					Comments
Budget #1 ; Low	Labor Days	Materials	Sub Contract	Total	
Alternative 1: Relocated fireplace to southside, Reconfigure kitchen with removal of column Fix sliding doors and structural header issue.	35.5				
	\$ 14,200.00	\$16,475.00		\$30,675.00	
Mobilization & Demo	5	\$400.00	0		Chimney, Posts (shoring), interior walls/bathroom
Footings/Foundation	1	\$200.00	0		Anticipated footing and/or shoring under central post
Rough Construction/Framing	6	\$1,800.00	0		window/door openings, interior walls/subfloor, fireplace alcove
Windows	1	\$850.00	0		Window Allocation: 1 casement, 1 fixed - dining area
Siding & Roofing	4	\$2,600.00	0		In-fill plywood siding/trim, sidewall shake for chimney, in-fill roof to match (material on location)
Rough Electrical	2	\$1,000.00	0		Allocation for lighting moves, bathroom reconfigure
Rough Plumbing	0	\$0.00	0		Not included in this estimate
HVAC	0.5	\$275.00	0		Exhaust fan in existing bathroom?
Insulation	0.5	\$300.00	0		Exposed exterior walls
Wall Covering & Finish Carpentry	4	\$1,650.00	0		Allocation for millwork, shelving, sheetrock/paneling, pocket doors, barn doors, hardware
Cabinets & Counters	0.5	\$450.00	0		Movable kitchen island, assumes use of existing counters and cabinets
Flooring	3	\$2,500.00	600		Allocation: main floor (VP), loft area (carpet)
Paint	3	\$500.00	0		Cabinets, assorted walls, cubby
Electrical, Hardware & Plumbing Trim	1	\$350.00	0		lighting, assorted hardware
Fireplace insert/venting	1	\$1,500.00	0		allocation - stand-alone or built-in.
General Contracting	3	\$1,500.00	0		Allocation: materials delivery/transport fees
Subtotals		\$15,875.00	\$600.00		Subtotal

Budget #2 : Medium					Comments
	Labor Days	Materials	Sub Contract	Total	
Alternative #2: Budget #1 plus: Create window seat on north side for expanded dining, reconfigure kitchen and bathroom, open ceiling to above, reconfigure upstairs sleeping.	54.5				
	\$ 21,800.00	\$26,075.00		\$47,875.00	
Mobilization & Demo	3	\$200.00	0		Shore and remove ceiling above living room, deck
Footings/Foundation	1	\$400.00	0		Anticipated added footings under center & exterior supports
Rough Construction/Framing	4	\$2,200.00	0		New center N/S beam, window seat space, bathroom & kitchen space, upstairs window
Windows & Doors	2	\$2,600.00	0		Allocation: 4 fixed, 1 single hung below : 2 double hung above
Siding	1	\$550.00	0		Exterior/Architectural Sheeting at window box, upstairs in-fill
Rough Electrical	1	\$650.00	0		Lighting and power reconfigure for window box, upstairs, kitchen
Rough Plumbing	0	\$0.00	0		No additional included in this estimate
HVAC	0	\$0.00	0		No additional included in this estimate
Insulation	0	\$0.00	0		No additional included in this estimate
Wall Covering & Finish Carpentry	3	\$1,350.00	0		Additional millwork at windows, kitchen + loft railing
Cabinets & Counters	0	\$0.00	0		No additional included in this estimate
Flooring	0	\$0.00	0		No additional included in this estimate
Paint	3	\$300.00	0		paint/disposables
Electrical, Hardware & Plumbing Trim	1	\$350.00	0		lighting/electrical, assorted hardware
General Contracting	2	\$1,000.00	0		Allocation: materials delivery/transport fees
Subtotals		\$9,600.00			Subtotal

Budget #3: High					Comments
	Labor Days	Materials	Sub Contract	Total	
Alternative #3: Budget #2 Plus extend front 4', add dormer concept to north side add powder room',	89				
	\$ 35,600.00	\$45,125.00		\$80,725.00	
Mobilization & Demo	3	\$500.00	0		Shoring, remove shingles, beams and car-decking for reuse
Footings/Foundations	2	\$300.00	0		Anticipated footing support location of new west wall
Rough Construction/Framing	6	\$1,300.00	0		New west wall, dormer
Windows & Doors	2	\$4,500.00	0		Allocation: 2 sliders, 9 windows (retain remaining existing)
Siding & Roofing	4	\$1,850.00	0		Exterior/Architectural Sheeting, roofing materials
Rough Electrical	2	\$1,000.00	0		New framing area, bathroom
Rough Plumbing	1.5	\$550.00	0		powder room
HVAC	1	\$350.00	0		powder room
Insulation	2	\$800.00	0		open walls and ceiling as able.
Wall Covering & Finish Carpentry	4	\$2,800.00	0		replace car-deck ceiling, west wall, shutters over loft bedroom
Flooring	1	\$650.00	0		Additional floor (LVP and carpet)
Paint	2	\$300.00	0		Additional paint and disposables
Electrical, Hardware & Plumbing Trim	3	\$2,650.00	0		Toilet, sink, faucet/Light fixtures/assorted hardware
General Contracting	1	\$1,500.00	0		Additional transport/disposal + safety budget
Subtotals		\$19,050.00			Subtotal

Notes:

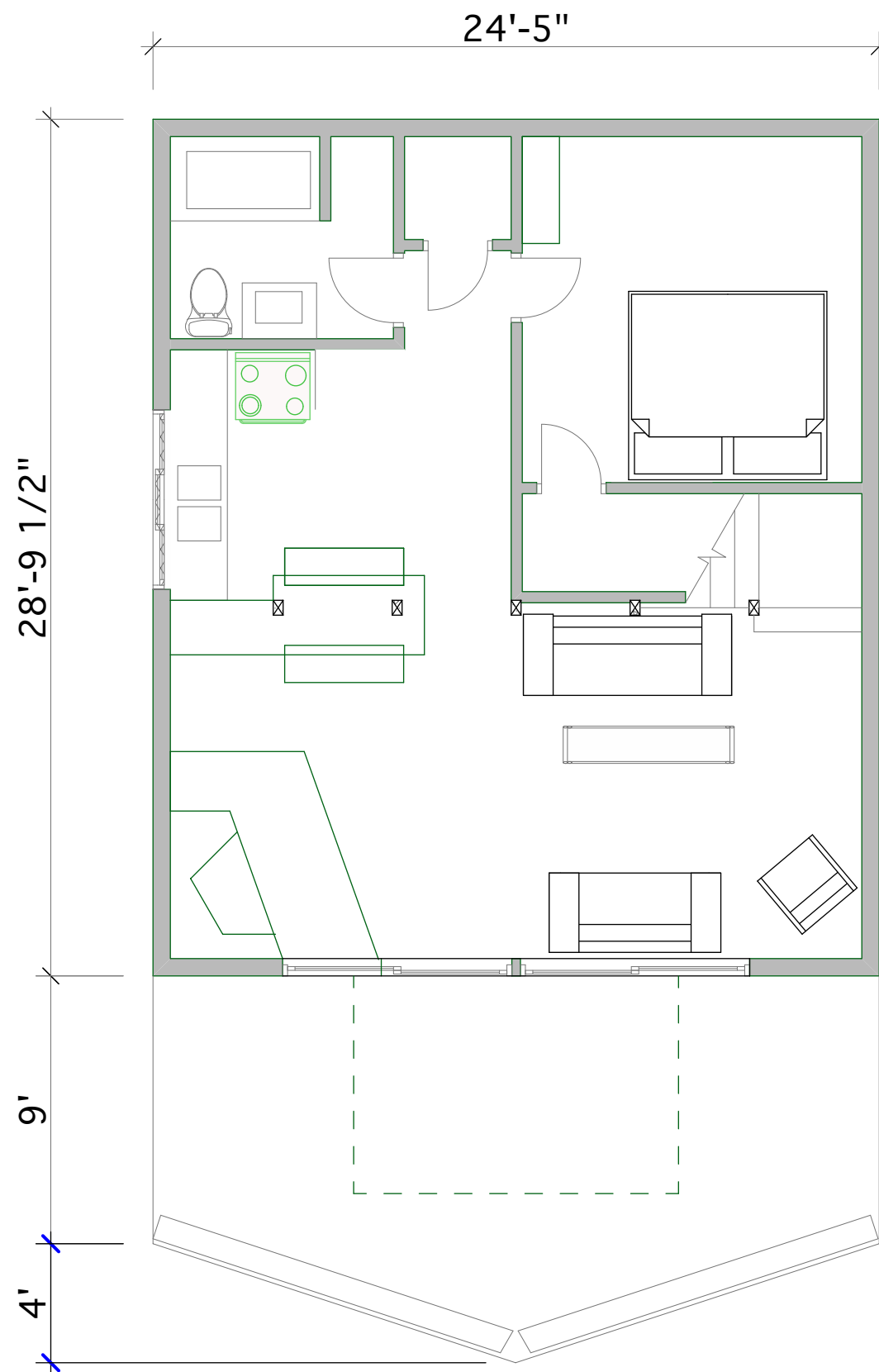
This estimate is in Labor Days in the thought that some of the work can be done by the caretakers, volunteer hours and by contracted labor.

It was also noted in our discussions that some of this work could be done by member volunteers.

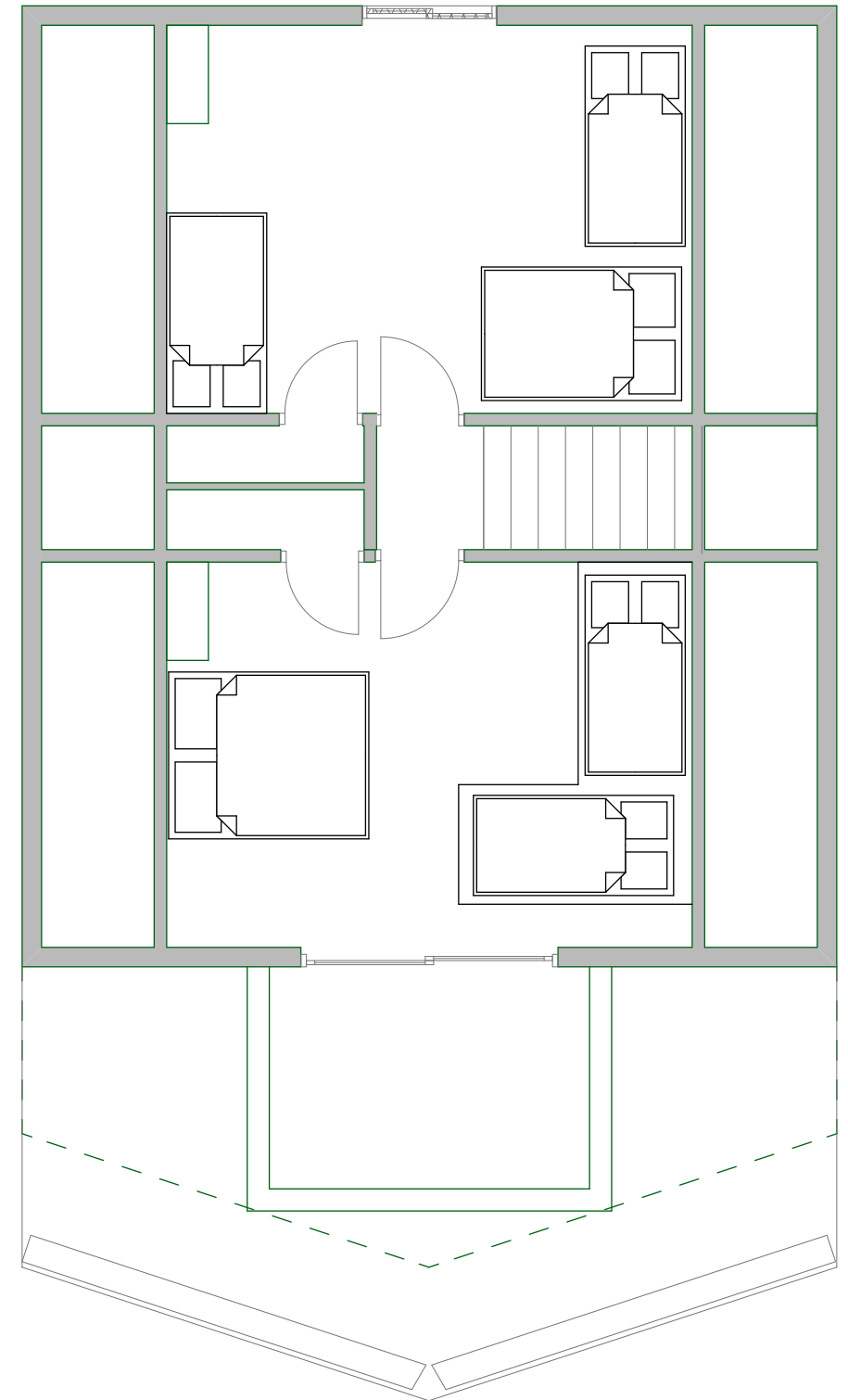
Originally, we worked out "labor days" to reflect these assumptions, and converted the labor to a dollar amount for the purpose of overall scope of work and possible assessments to the membership.

We used the cost of \$50/hour or \$400/day for this exercise.

Not everything is known about the extend of structural issues with cabin#4. It will be come more apparent once work is started or if we enlist the help of a structural engineer prior to starting.

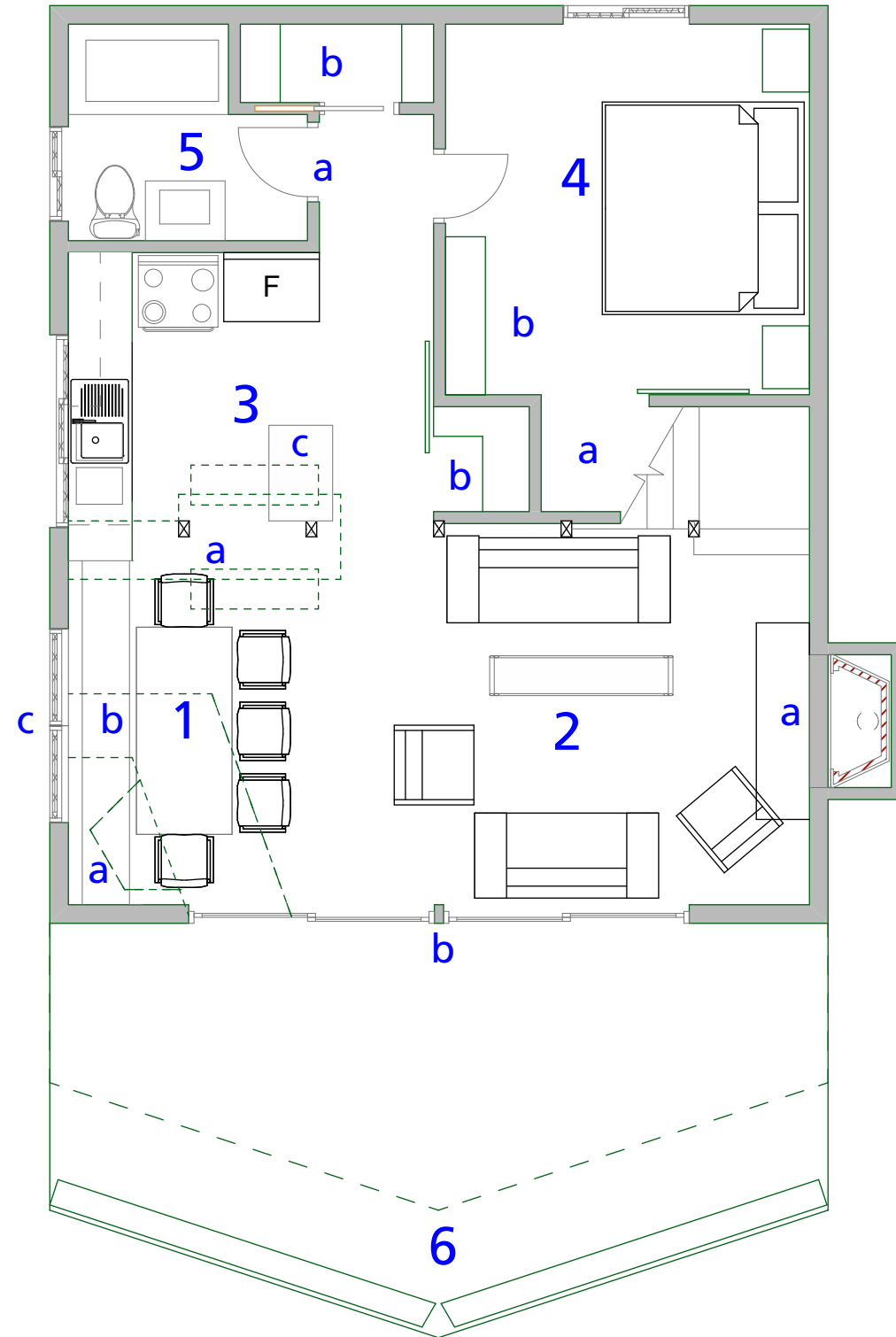


Main Floor
3/16"=1'-0"

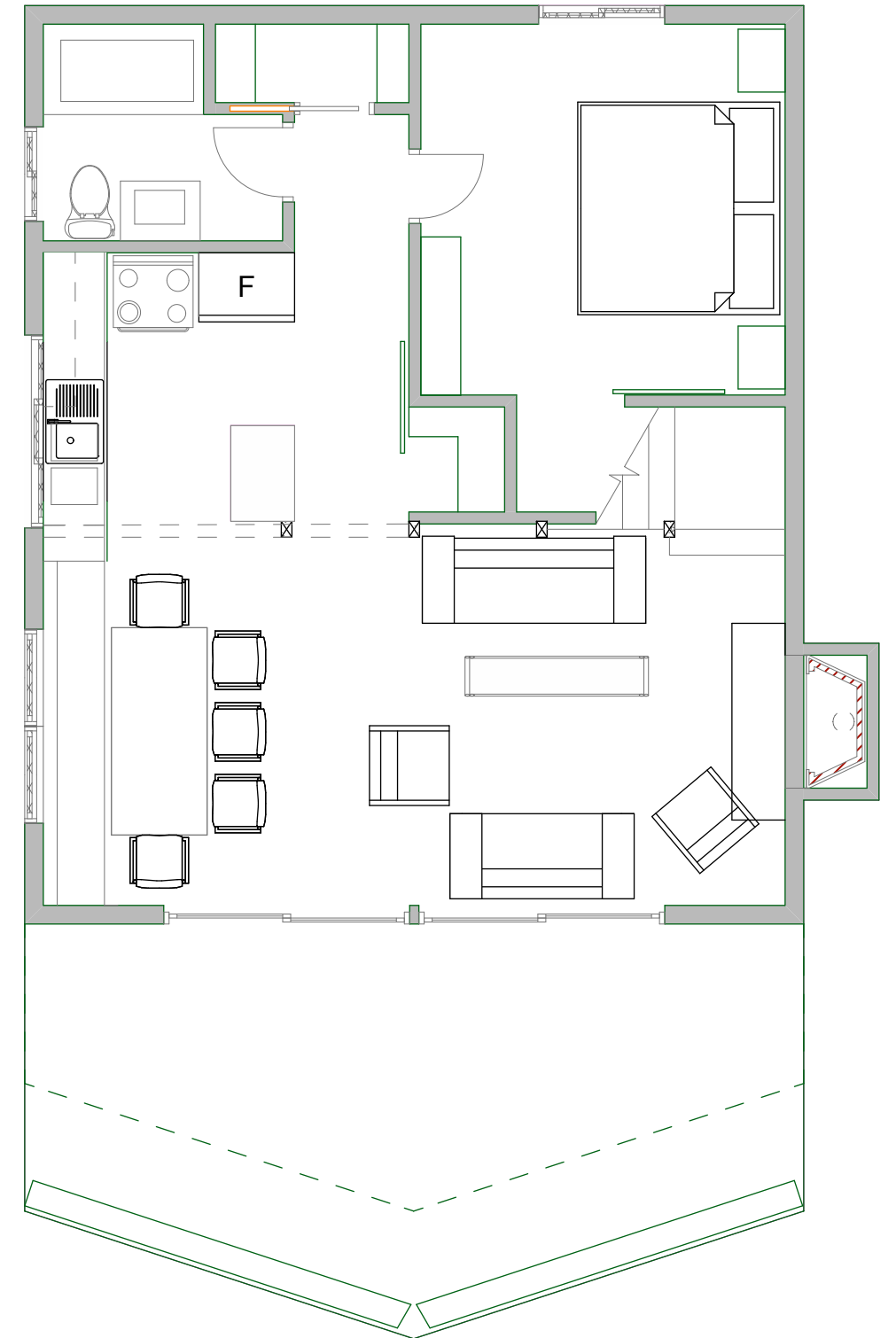


Upper Floor
3/16"=1'-0"

CABIN 4: AS BUILT

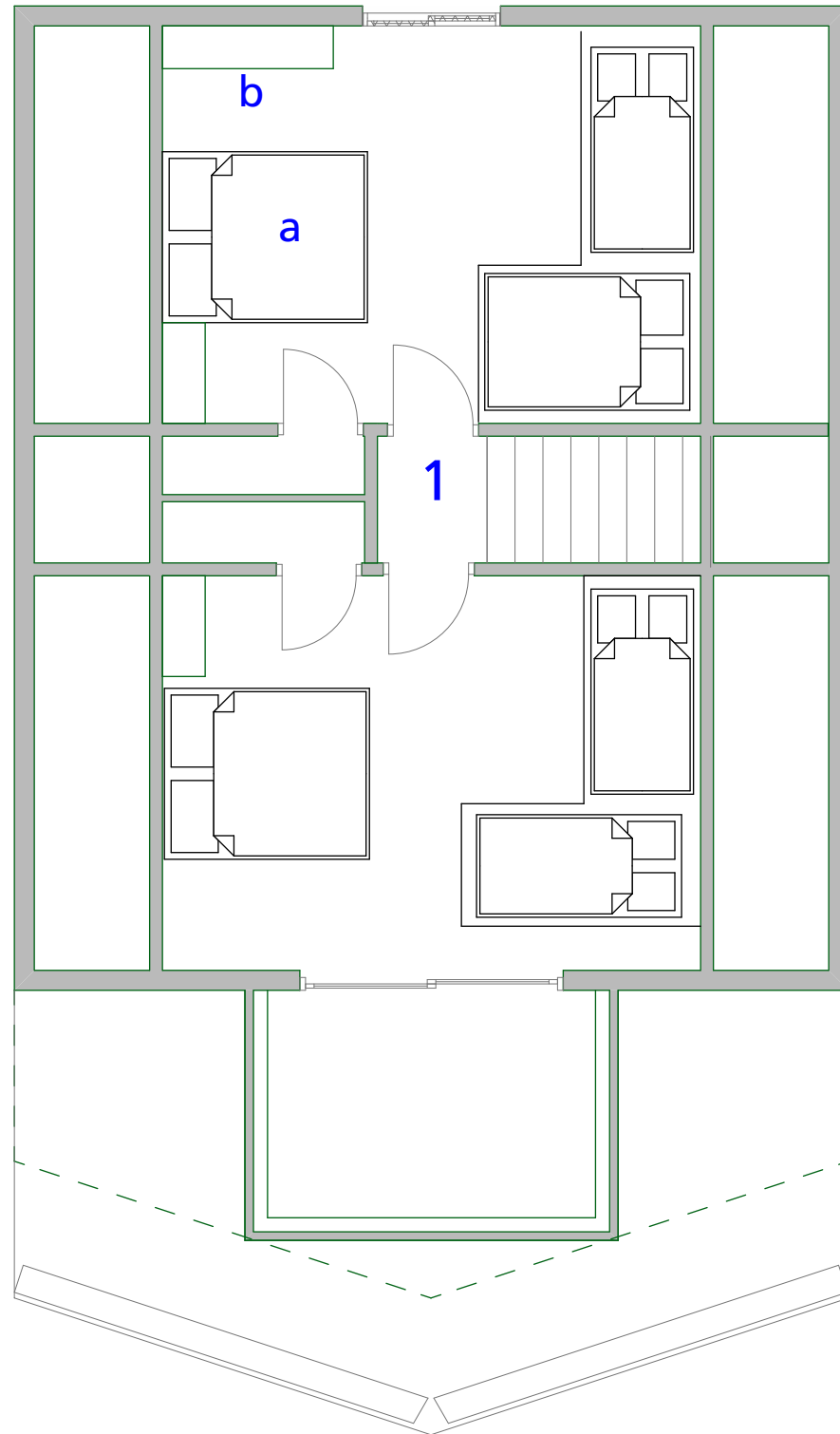


1. Dining area
 - a. Fireplace removed
 - b. Built-in seating w/ dining table seats 8+
 - c. Side window added brightening space and providing view
2. Living area
 - a. Heating fireplace added
 - b. Sliding doors replaced, column added
3. Kitchen
 - a. Built-in table, one column removed
 - b. New pantry/closet
 - c. Moveable kitchen island
4. Bedroom
 - a. Chair storage beneath stairs
 - b. Expanded cubby shelves
5. Bathroom
 - a. Doorway shifted for more direct access
 - b. Reconfigured closet
6. Deck
 - Unchanged

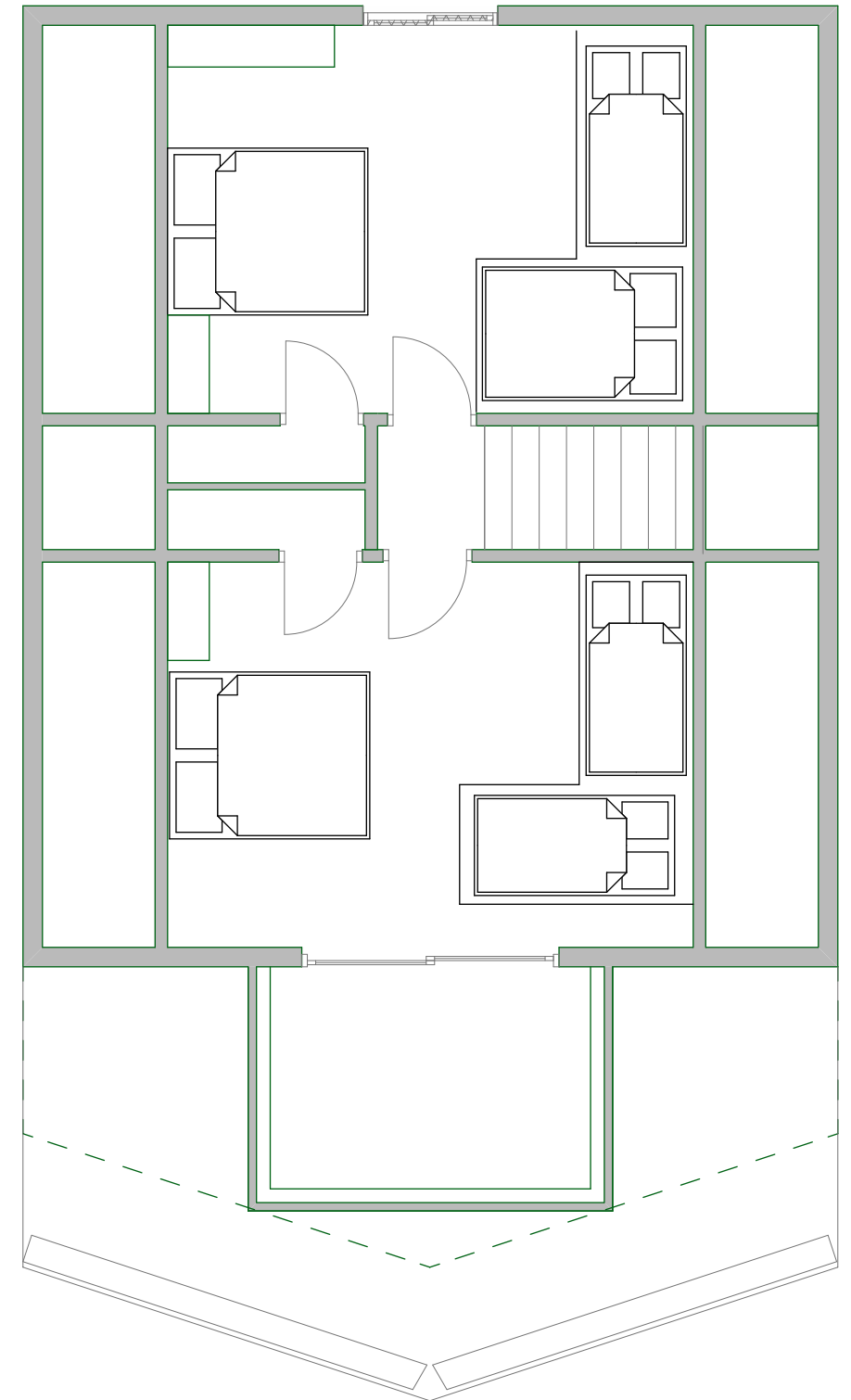


Main Floor
3/16"=1'-0"

CABIN 4: ALTERNATIVE 1



1. Loft area
 - a. Single bed replaced with queen to accommodate family
 - b. Expanded cubby space

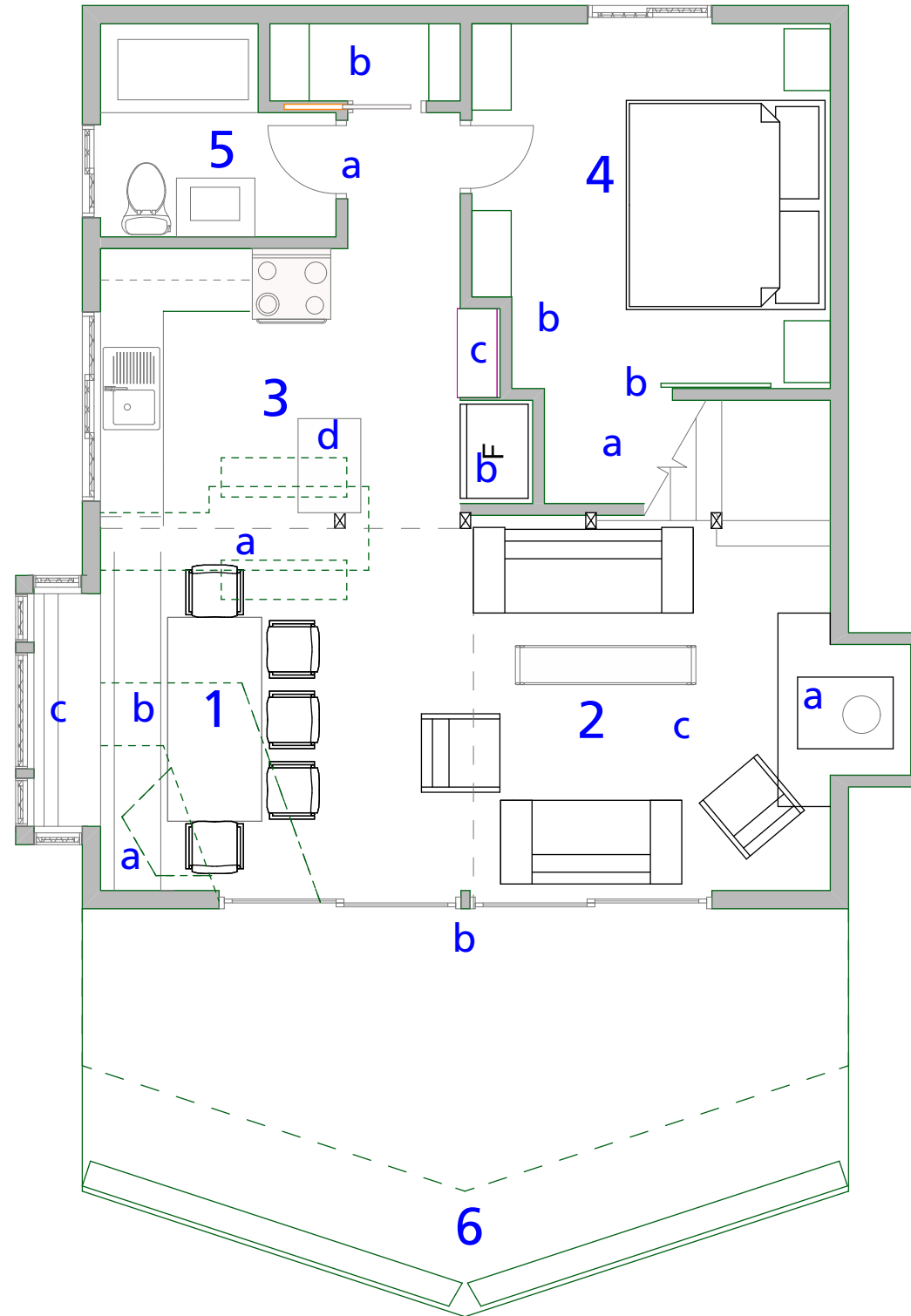


Upper Floor
3/16"=1'-0"

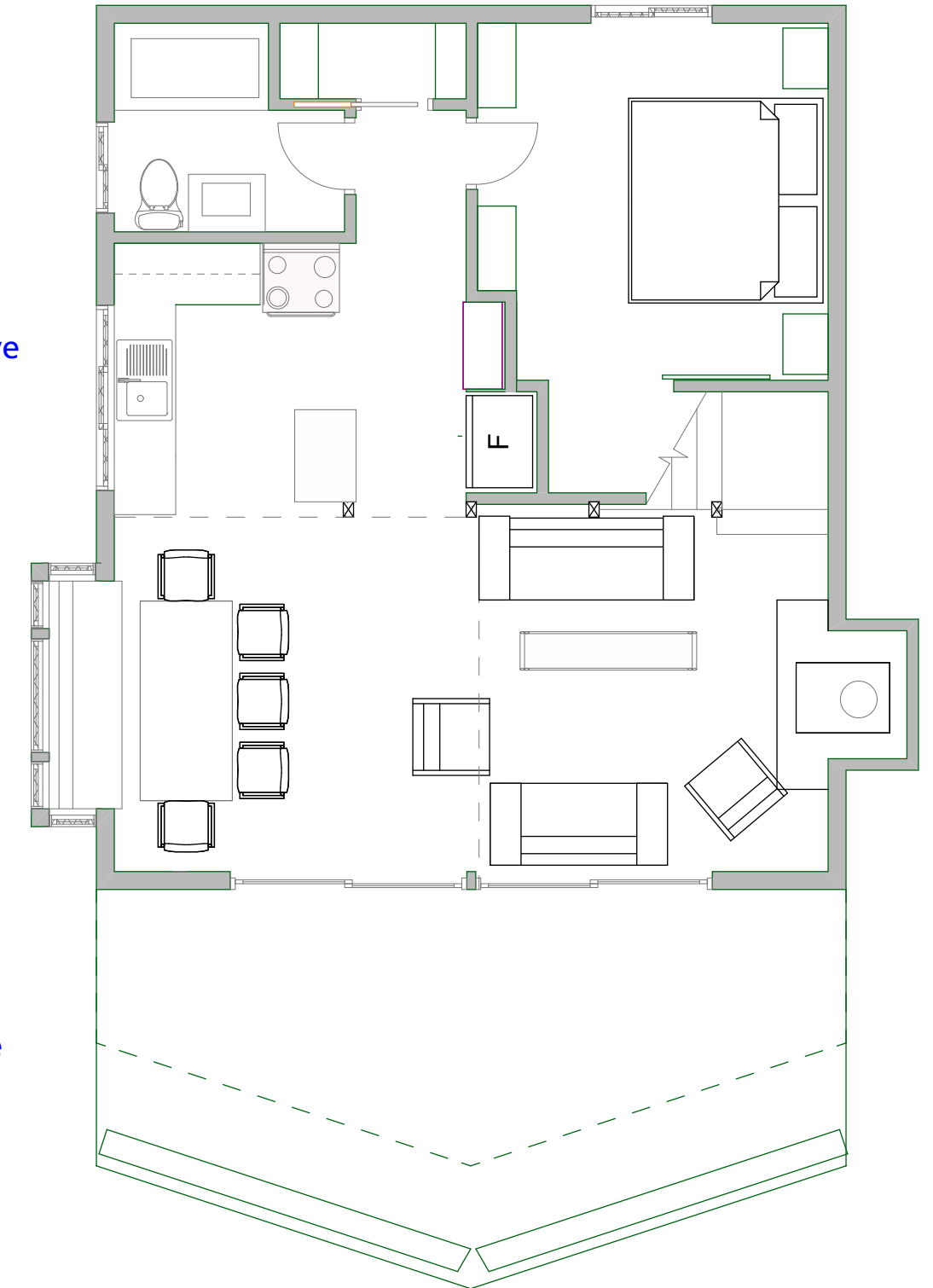
CABIN 4: ALTERNATIVE 1



Alternative #1

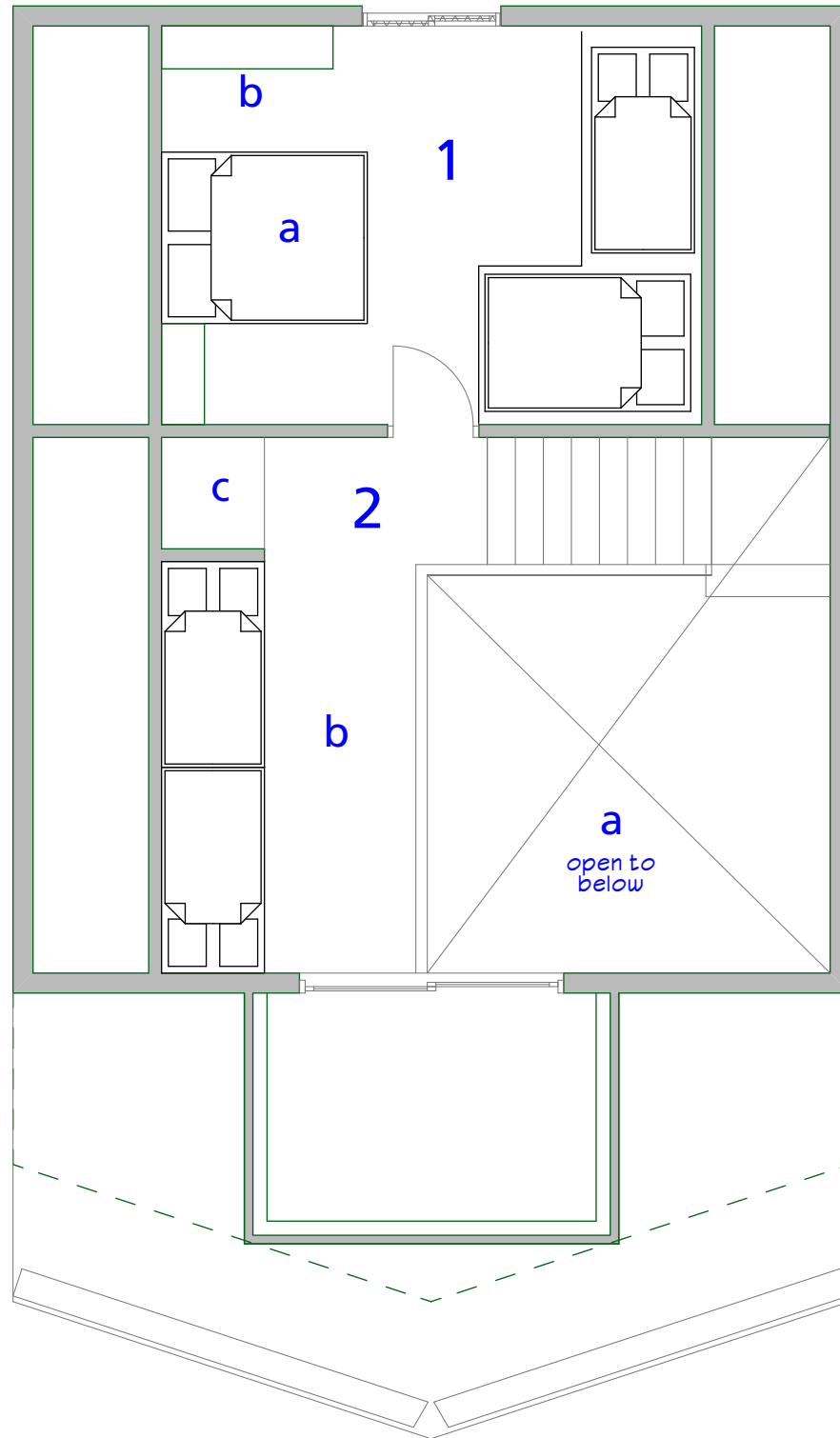


1. Dining area
 - a. Fireplace removed
 - b. Built-in seating w/ dining table seats 8+
 - c. Built-in window seat creates more space
2. Living area
 - a. High-efficiency wood stove
 - b. Sliding doors replaced, column added
 - c. Cathedral ceiling above
- Kitchen
 - a. Built in table and column removed
 - b. Refrigerator moved
 - c. Added food storage
 - d. Movable kitchen island
4. Bedroom
 - a. Chair storage beneath stairs
 - b. Expanded cubby shelves
5. Bathroom
 - a. Doorway shifted for more direct access
 - b. Reconfigured closet
6. Deck
 - Unchanged

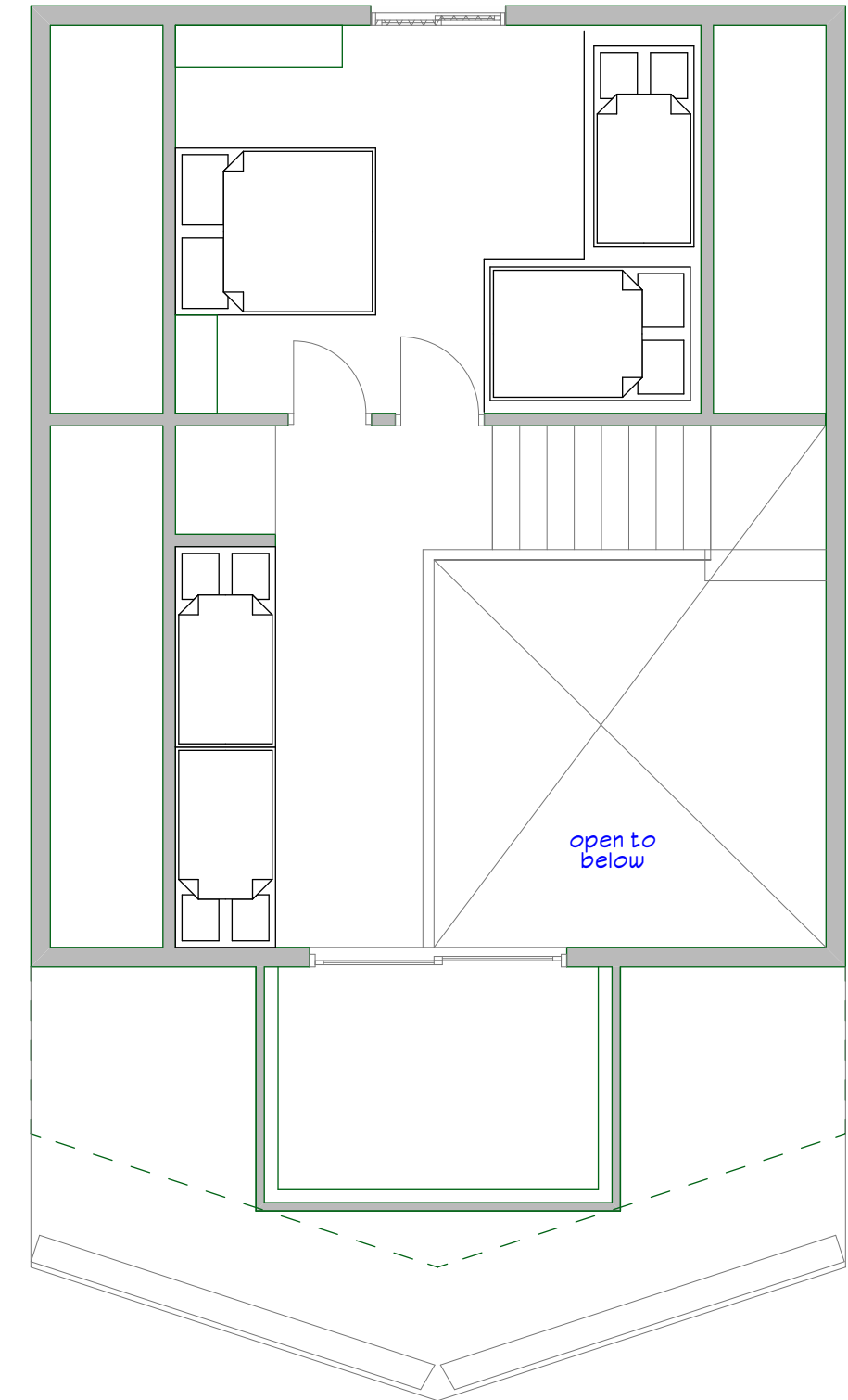


Main Floor
3/16"=1'-0"

CABIN 4: ALTERNATIVE 2

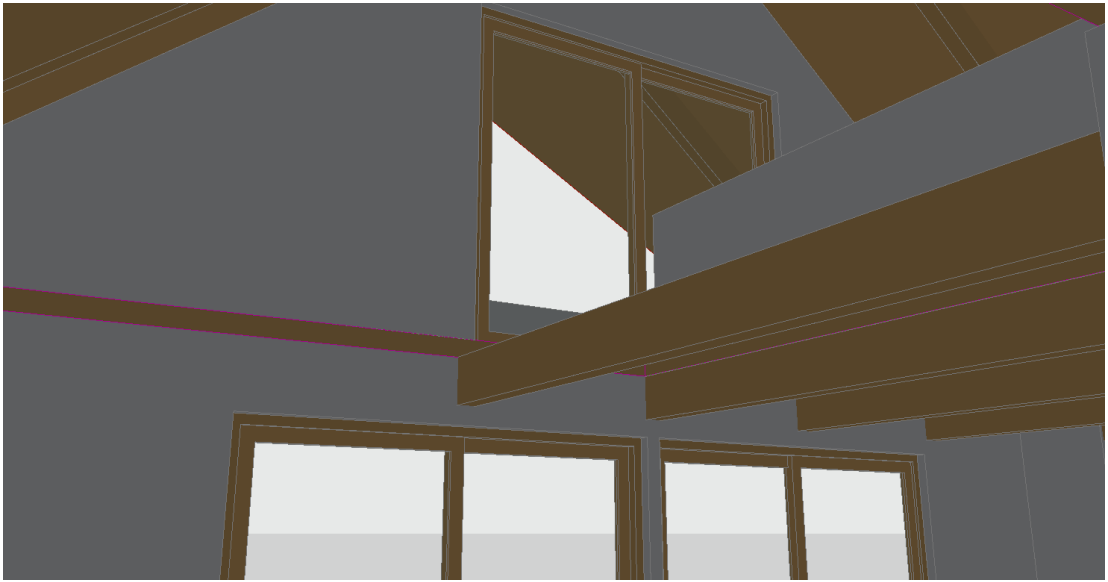


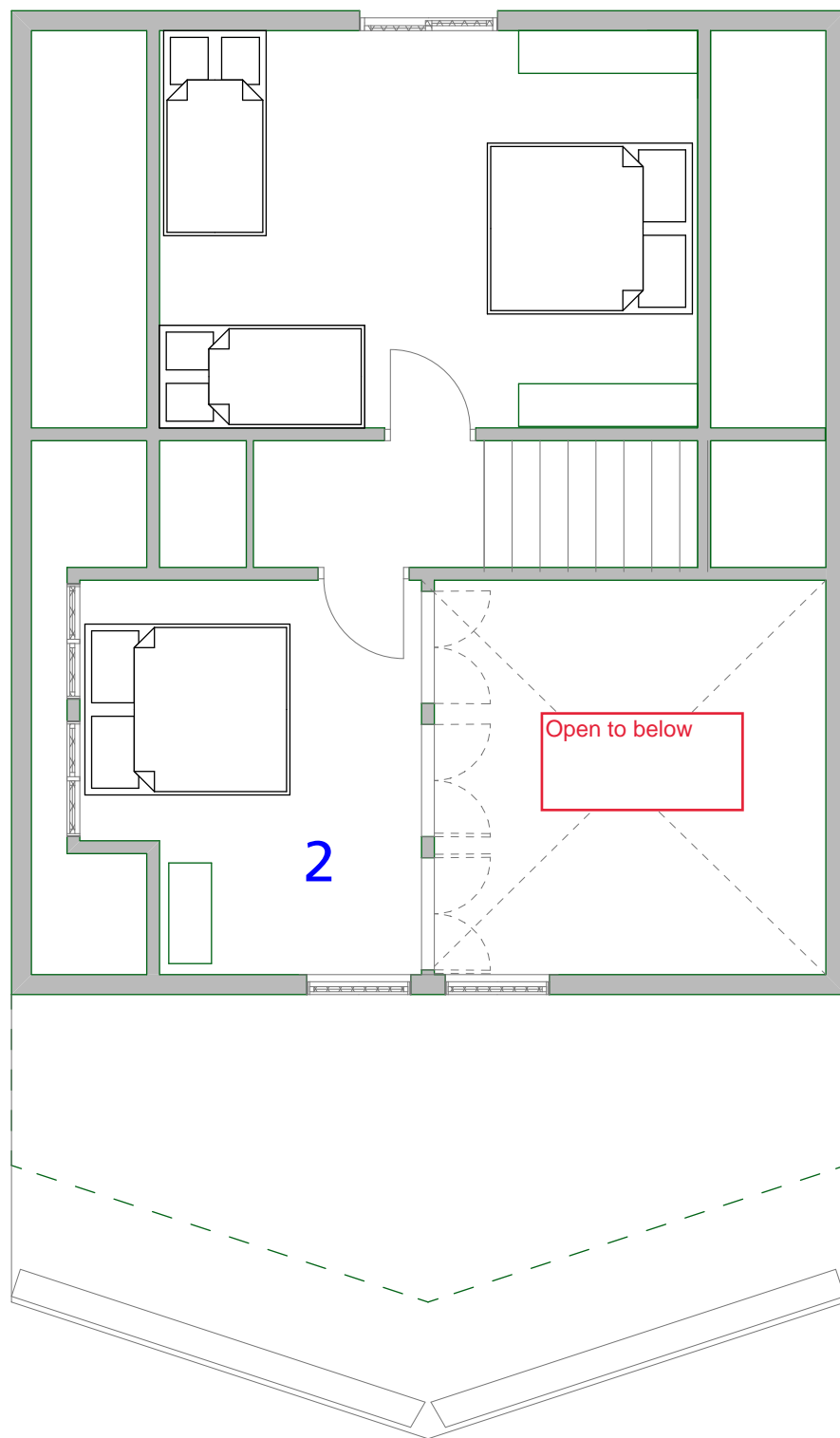
1. Bedroom
 - a. Single bed replaced with queen to accommodate family
 - b. Expanded cubby space
2. Loft Area
 - a. Opened to below
 - b. Loft sleeping space
 - c. Closets removed, open shelves added



Upper Floor
3/16"=1'-0"

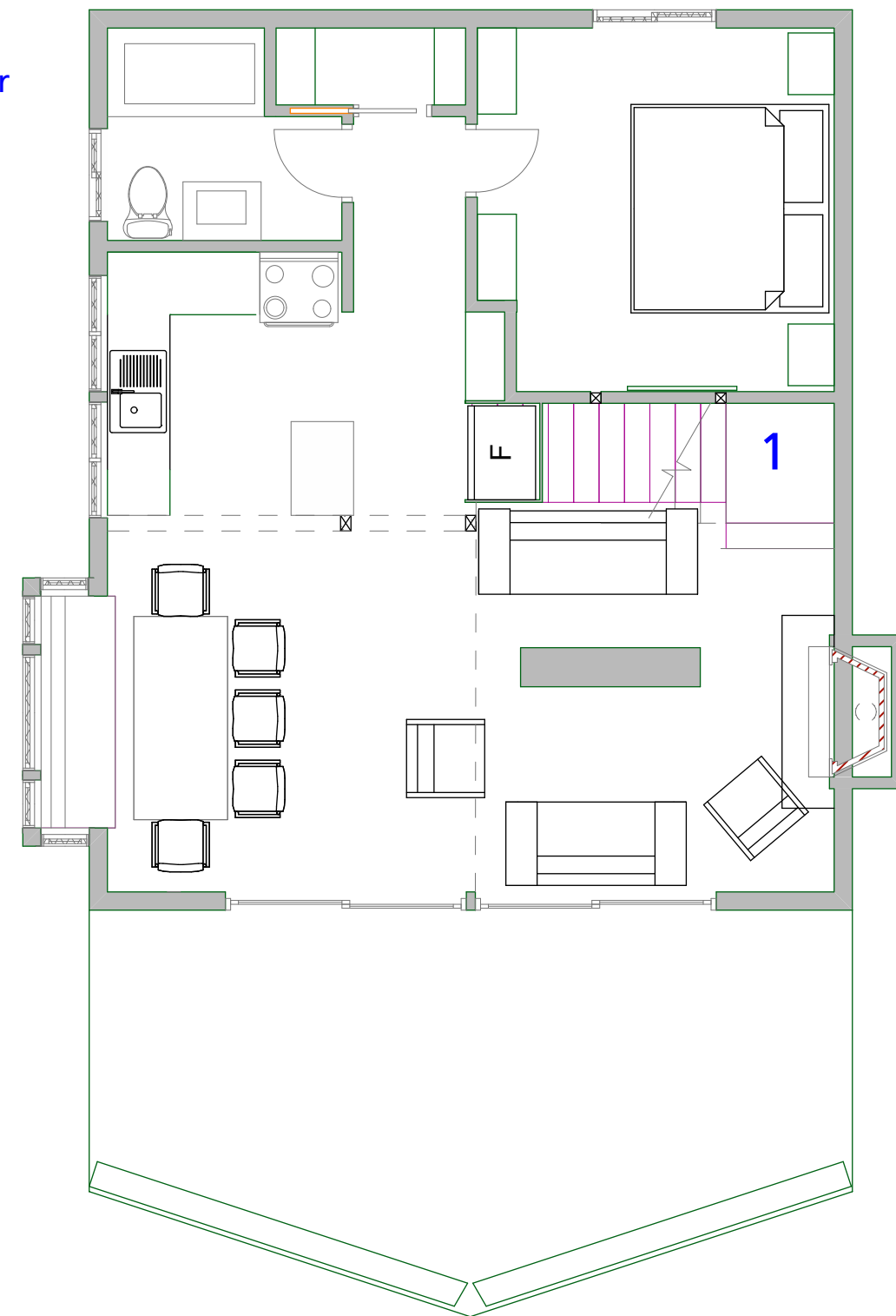
CABIN 4: ALTERNATIVE ~~1~~ 2





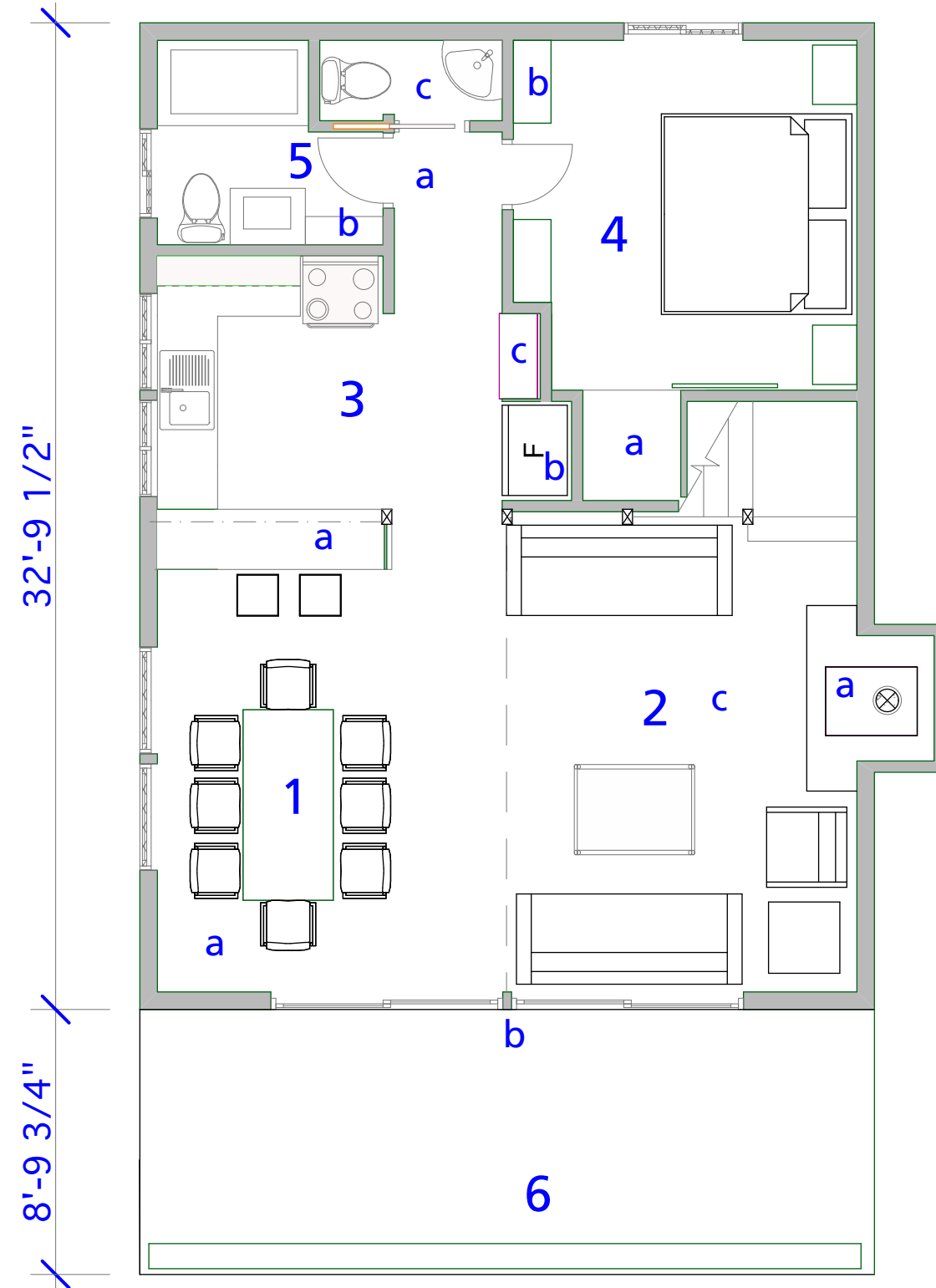
Upper Floor
3/16"=1'-0"

1. Narrower open stairway
 - a. Matches character of other cabins
 - b. Creates more living room space
2. Upstair dormer added
 - a. Creates appealing bedroom

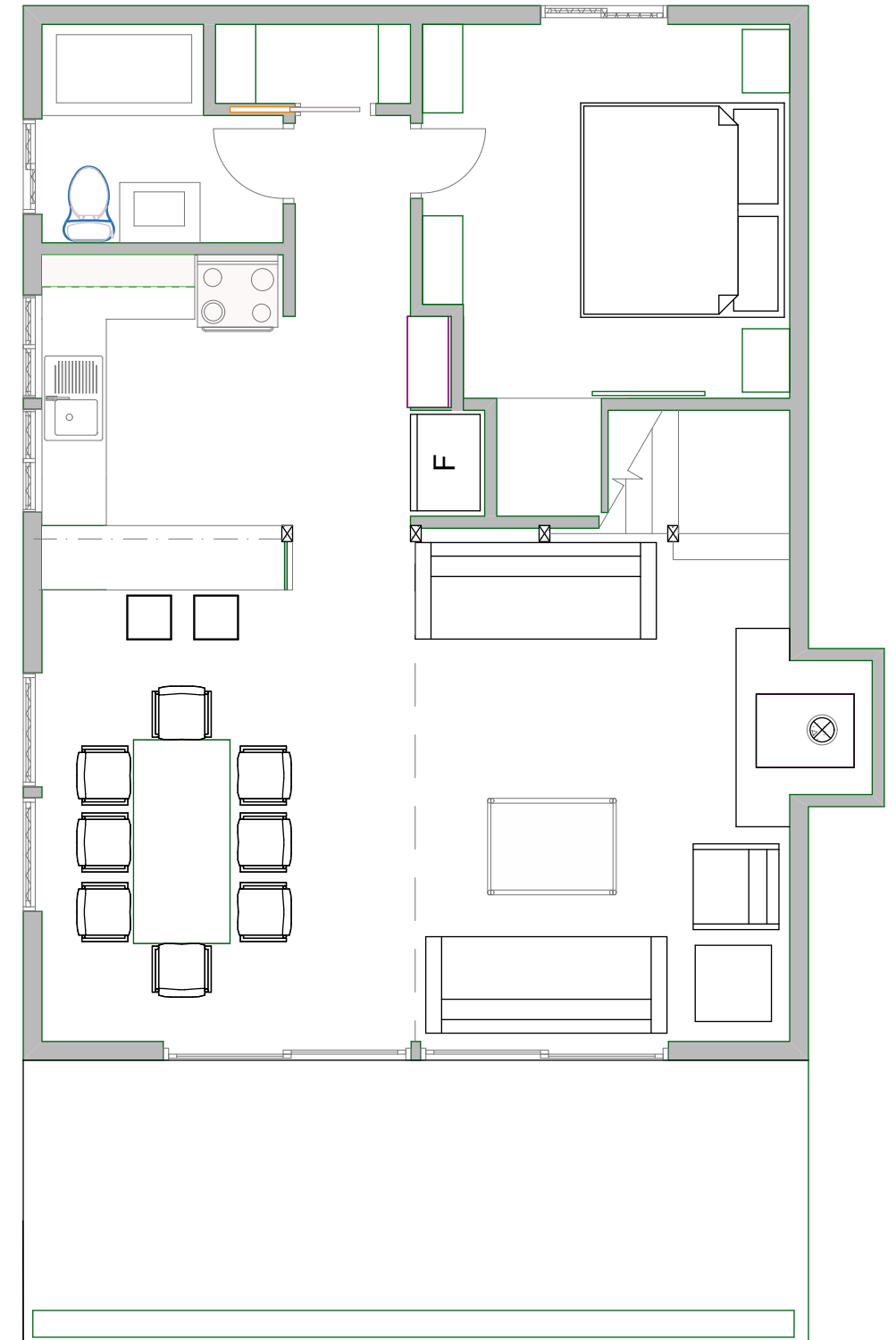


Main Floor
3/16"=1'-0"

CABIN 4: ALTERNATIVE 2a

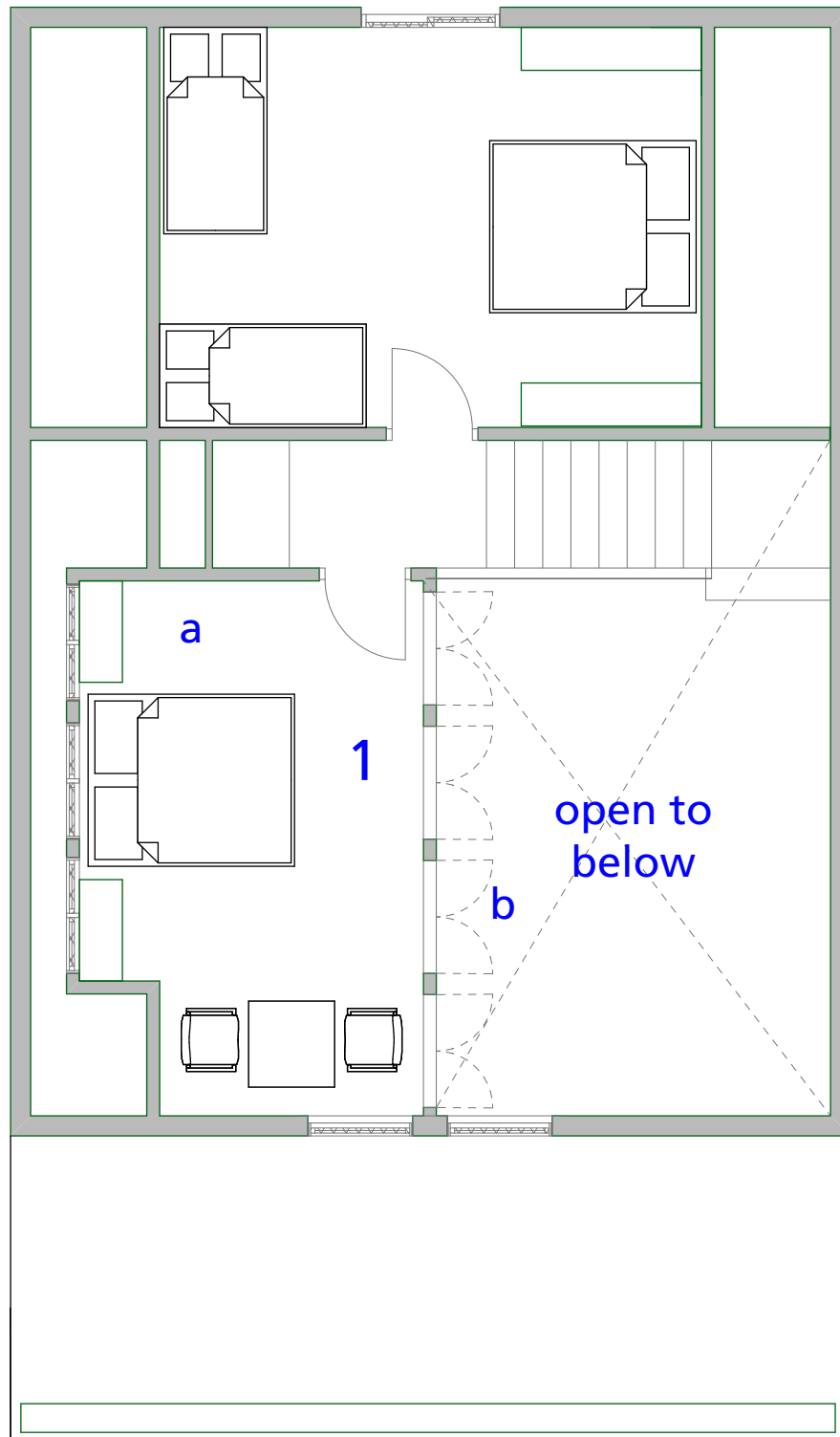


1. Dining area
 - a. Fireplace removed
 - b. Cabin extended 4'
2. Living area
 - a. High-efficiency wood stove
 - b. Sliding doors replaced, column added
 - c. Cathedral ceiling
3. Kitchen
 - a. New u-shaped kitchen plan
 - b. Refrigerator moved
 - c. Added food storage
4. Bedroom
 - a. Chair storage beneath stairs
 - b. Expanded cubby shelves
5. Bathroom
 - a. Doorway shifted for more direct access
 - b. Added shelves
 - c. Additional toilet room
6. Deck
 - a. Squared off deck

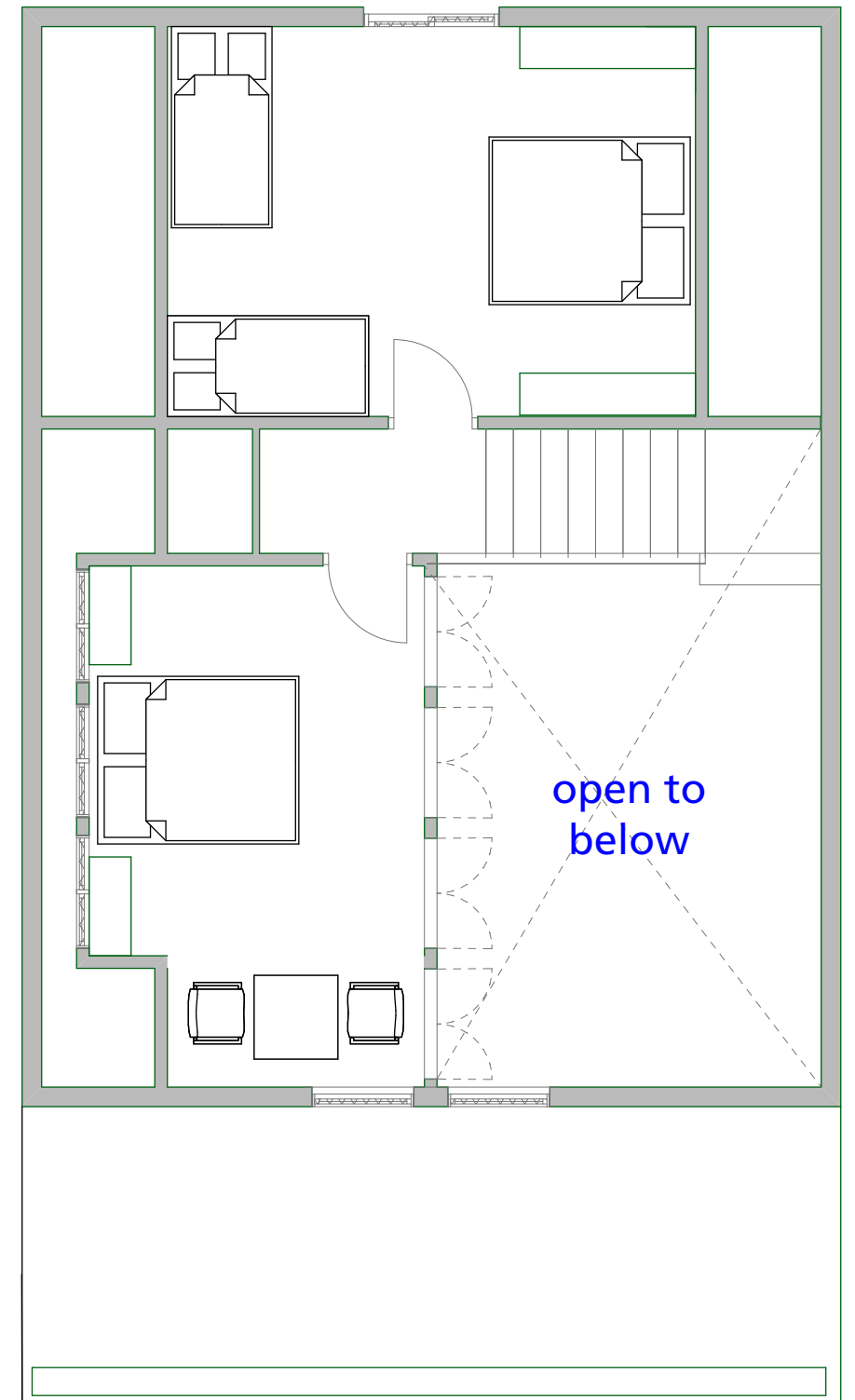


Main Floor
3/16"=1'-0"

4
CABIN ~~5~~: ALTERNATIVE 3

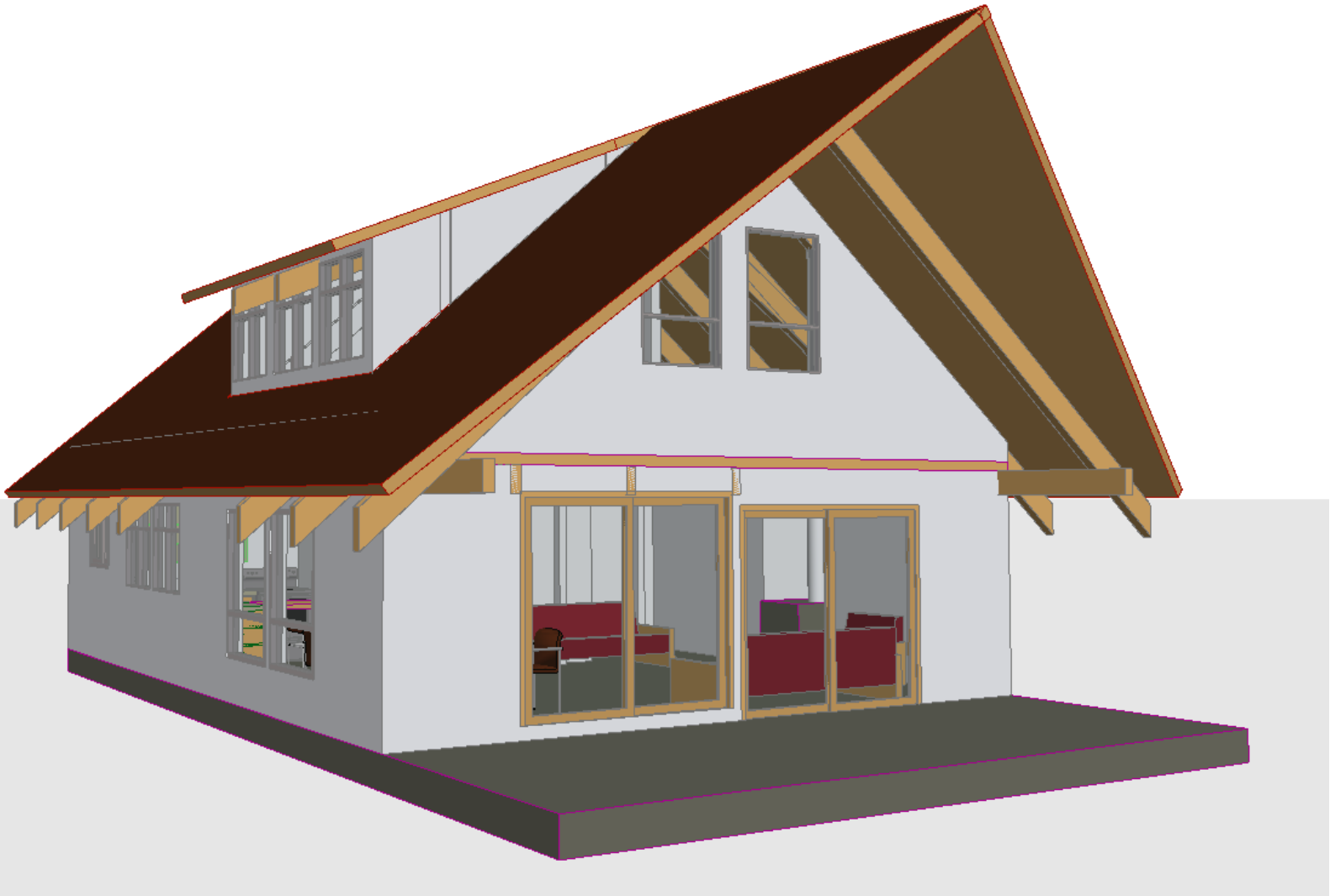
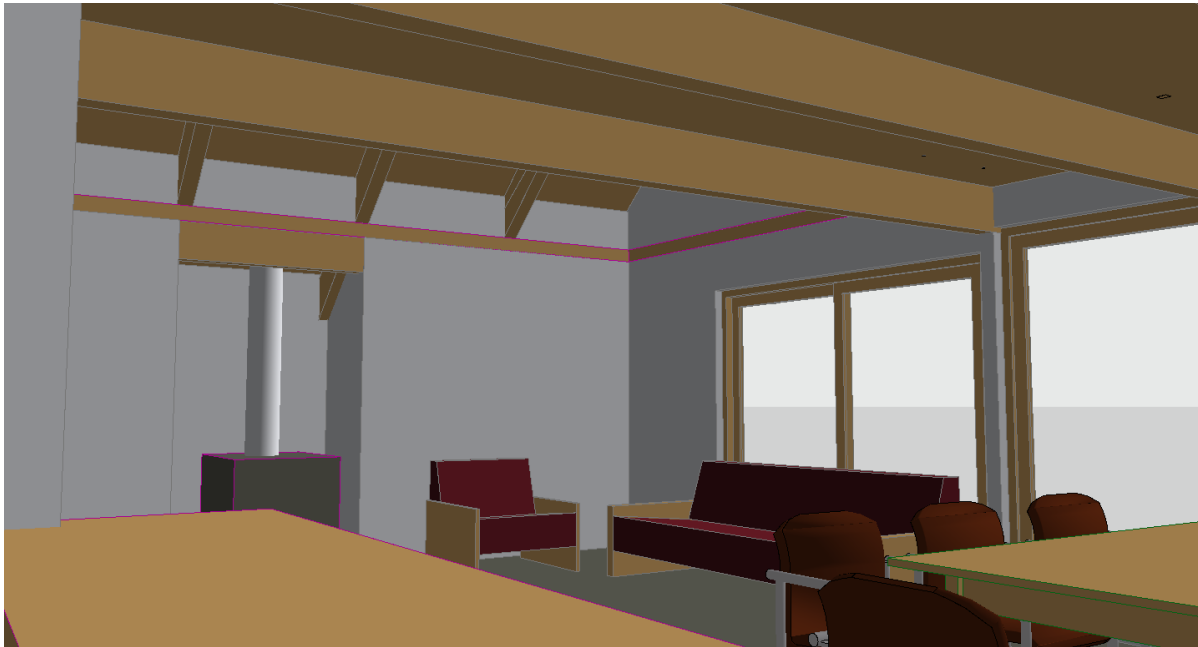
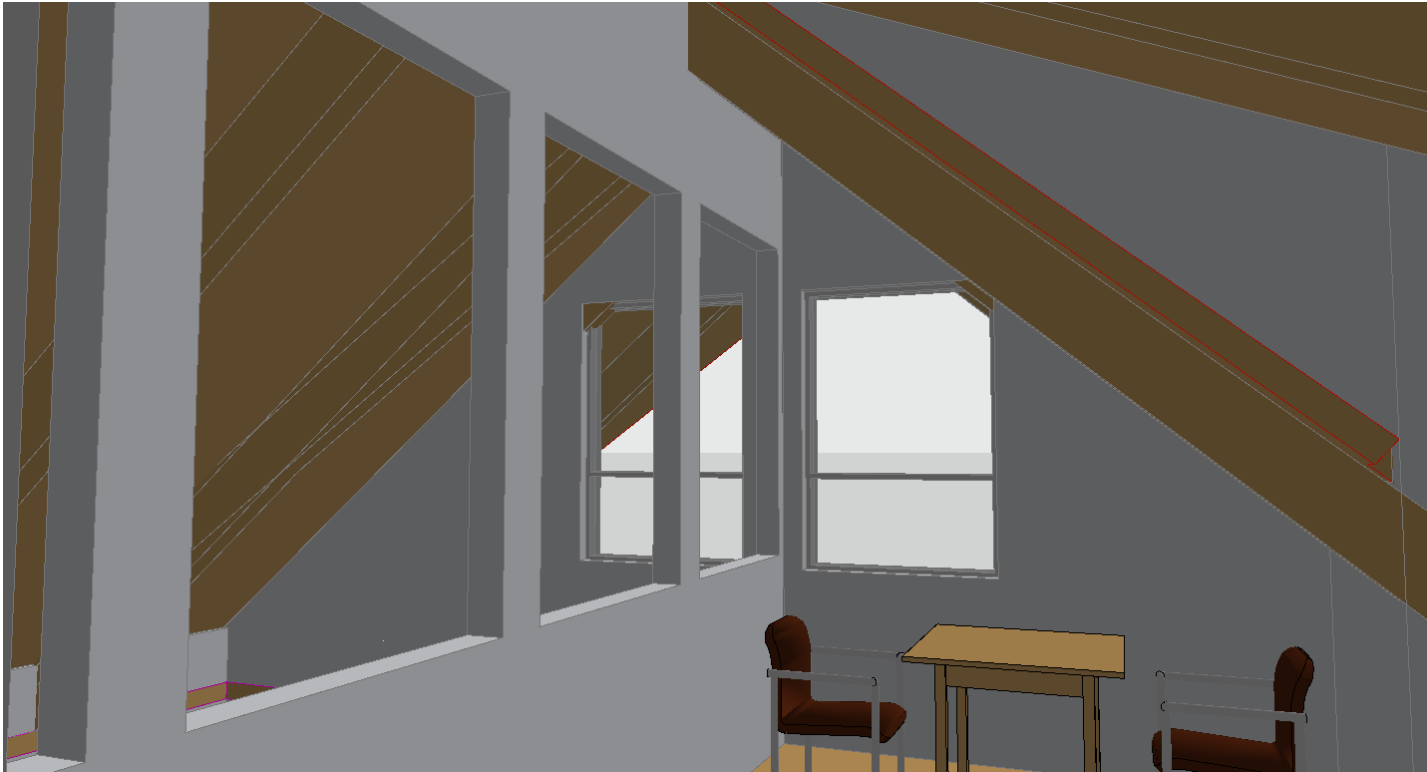


1. Loft space
 - a. Dormer added
 - b. Operable shutters to space below
 - c. Closet replaced by open shelves



Upper Floor
 3/16"=1'-0"

Alternative #3



Environmental Committee

September 16th , 2021

Update:

Via Email to Duke Campbell from Nancy Stevens

Hi Duke,

Just wanted to give you an update before the BOT retreat. The only action item is our proposal that the Stewardship committee be an permanent group. This was an membership action about 10 years ago (John Burbank was president then) but it has been mostly inactive until this year. We have a great interested group now. Another big plus is that Anita Pratt has an active interest in stewardship in general so we have excellent caretaker support which really matters in the long run.

Current membership of the group: Nancy Stevens, Charlie Davis, Chris White, Vicky Askew, Pam MacEwan, Dave Hoerlein (for Paul whose health doesn't allow him to participate).

New activities since our last report to the BOT.

SJPT: Visit in June from San Juan Preservation Trust Stewardship experts to advise on preservation of the wildflower meadows on the Head. They were particularly impressed with the northern part of our forest which has a nice stand of Douglas Maple and red huckleberry-both unusual. Our forest is almost completely native species and we gained a new appreciation for that forest. The wildflower meadows are impacted by invasive grasses and encroaching Douglas Fir forest. SJPT recommendation, if we want to preserve and enhance the wildflower area, is that we survey it at full bloom in April and then look for ways to allow spread of those areas, removing limbs and small firs to maintain adequate light but gradually in order to not simply create new areas for invasive grasses. We will plan to do that in April.

Invasive thistles: Both Canada Thistle and Bull Thistle are trying to spread across the island and we have been working to discourage them at DHBA. The Davis-Stevens family have taken this on as a family project. After 4 concerted removal efforts over 2 years we have made good headway and we think, with twice a year maintenance, we can keep them from establishing permanently on the Head. The tomolo will be an ongoing management issue as the county road is lined with them but we are committed to keeping at it.

Native Olympia oysters-thanks Jon Claus:

Despite the heat wave Jon Claus was able to obtain some Olympia oysters in grow bags. They are currently hanging from the dock which is not ideal habitat but when the summer rush is over Seth and Anita will move them to the lagoon. Both Anita and I have been reading about what they need and we think there is a promising rocky spot at the end of the lagoon near the office, they will secure the bags there. I anticipate there will be some trial and error on this project but its exciting to try it.

More member education:

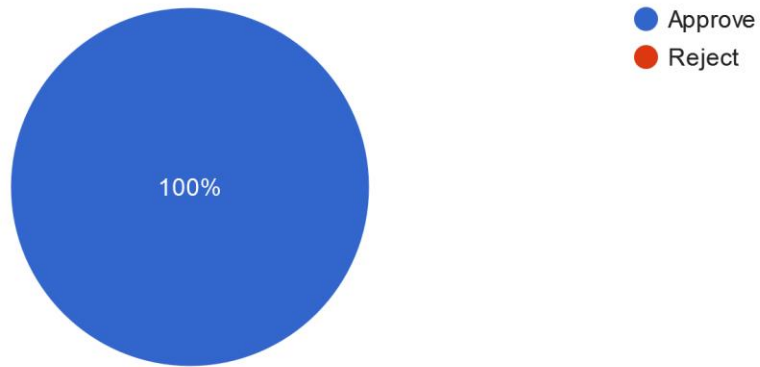
This is a work in progress for the next year. Our hope is to create materials that could be linked from QR coded sites around the property. So many wonderful natural features at DHBA.

Hope the BOT retreat has some restful moments. Thanks for getting all these projects moving this year.

Nancy

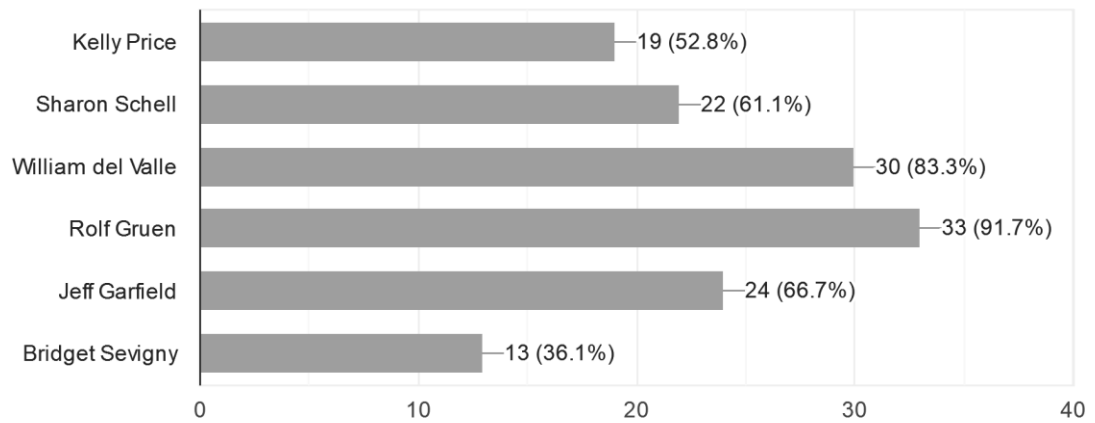
2021/22 Annual Budget

36 responses



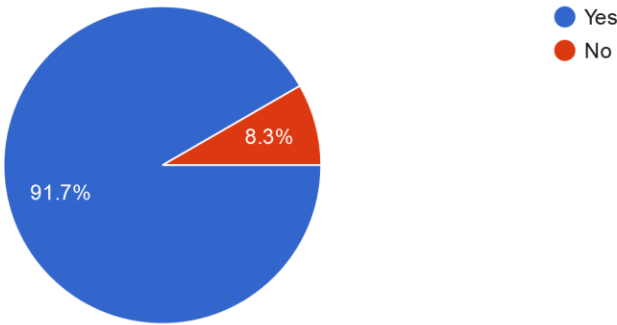
2020/21 BOT Members (vote 4)

36 responses



Should the DHBA BOT sell the Decatur owned Hughes Craft "Straight a Head" (please see attachment for details)?

36 responses



If the Sale is approved, how should the sale proceeds be used?

36 responses



Advisory Vote: Should the association do something to celebrate DHBA's 50th Anniversary?

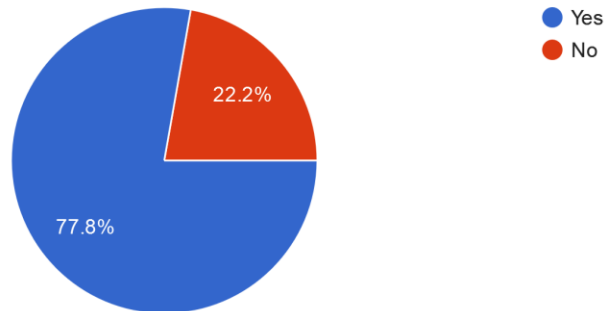
36 responses



Comments on 50th Celebration
As more people can visit, it would seem better to have this at a local venue.
ask members to write a fond memory, organize stories and send to all
At the head seems way too challenging.
At Washington Park in Anacortes or something fun like that. We do support a party! Second choice party on the head.
Do a special branded bottle of wine and have it in each cabin next year., for each reservation. Or 1 per membership.
Drawing -\$5 with proceeds to make wooden plaque with all past and present owners and caretakers
Have several work weekends with dinner/campfire celebrations for those attending. Commemorative t-shirts.
I feel like the more members we can get to attend the better so mainland seems to offer that more than doing it on the head.
I like a low key picnic for those that can make it.
I think a party on the mainland would be more accessible for all current and former members.
It will be the best potluck in the Western Hemisphere! Looking forward to a wonderful celebration!
Like idea of on island celebration. But that assumes the logistics are daunting for the members or caretakers.
Like the idea of a commemorative cook book, possibly include sharing of member photos, anecdotes. Include also a celebration of original vision, roots & history.
Love the cookbook idea!
Love the idea to celebrate this great place. I think a party to celebrate 50 years needs to be on the head. Happy to help
New play structure and area next to pirate ship, with a plaque honoring our founding father, Rod Loveless. Members could purchase a brick or tile with their name on it to help fund this. It would be a big hit with all children that visit the head.
Suggest party with BBQ at Washington Park; Trips to DH available with member boats by arrangement. Need to avoid high cost of IE boat trips for all member/guests.
We could generate a lot of publicity if we wanted being a successful association in the SJI.
We should acknowledge the milestone but not with a party

Advisory Vote: Cabin 4 Remodel - The Cabin 4 committee is looking for direction in how they should proceed with designs for Cabin 4. Knowing ...es of Cabin4 (please see attachment for details)?

36 responses



Comments: After reviewing the design concepts, what feedback do you have that you would like the Committee to consider with the Cabin 4 Remodel?

Appreciate all the hard work and thought that has been into this by the committee and BOT. Agree that the cabin needs to have the ability to serve the stated guest capacity. Look forward to making a more permanent and comprehensive upgrade!

As long as it sleeps about as many, it is OK. I hate to lose the character of the balcony. But all designs seem OK.

Do it.

Don't create more constraints to the design process (by asking for member input) than already exists. Better to ask for several different design/budget options, then vote on a solution.

Expanding the footprint, maintaining the current upstairs bedrooms, no loft.

Favor original option 1 or 2

Go big! Option #3

Happy with either #s 2 or 3

I find the size a suitable compliment to the other cabins.

I like a simple change to remove fireplace and put in a wood stove for better heating. If we can add a couple feet of space for low amount while fixing the support of the porch so the sliders work, that works for me. Otherwise I would vote to shore up the support, move the refrig under the stairs, add counter space where frig is now. I would never support changing upstairs as what makes cabin special is safe stairs for small kids and sleeping for two families upstairs.

I think the committee is on the right track and I applaud their efforts. I'm in favor of Option 3, bumping out 4 feet. Wondering if bumping out a little more is possible. Realize that would compromise deck space but we can always extend deck to wraps around north side. Do we need two sets of sliders? If slider at south is replaced with window we could have a bench outside on deck that could serve as seating (facing the view) and allow to put a picnic table there. Current bench with back to view makes no sense. Really like Option 2A's dining area bench seat on north wall--can that be incorporated in Option 3? Finally it's Decatur so let's keep it funky, e.g. use driftwood as deck railings inside stair railings, etc.

If extending footprint means losing the balcony, not so interested. It already feels like the living room seating is too far from each other/not intimate. But I do like the vision for plan two. And plan three is Ok (extending footprint) if still a balcony. Teenagers love it up there.
Increase the footprint forward only. If fireplace is exchanged for an efficient wood stove and placed on the south wall and the cabin is extended forward, that would allow for adequate kitchen, dining and living space. Would hate to see sleeping space reduced upstairs.
It makes sense to expand the footprint of cabin 4 while we are doing this remodel. This will enhance the experience for members and build good long term value. I like the idea of having some unique feature to outside of the building. I'm not wed to small balcony. Personally I'd go for a roof top deck.
Keep the cabin design unique in some way like all of the cabins at DH. More light in all rooms and look at new deck configurations.
My main concern is the structural issue and difficulty in opening/closing the sliding glass door. I think the simpler the remodel, the better.
Preserve the bedrooms and sleeping capacity of the second floor. We don't like the open concept
Proceed with Option 3
Support investing in the improvements -support medium to large investment.
Thank you to everyone who put time and effort into a redesign for Cabin 4. Cabin 4 is a big favorite for our family for a couple of reasons one of which is the upstairs balcony deck. We use it constantly when in that cabin. The main floor outside deck is right in front of every person walking by and offers NO privacy. But that upper deck not only offers an outstanding view but also offers much needed privacy. Only cabin 1 and 2 offer views of the lagoon and out into Rosario Strait easily but Cabin 4 balcony also offers an amazing view of the lagoon and the open water. PLEASE PLEASE PLEASE consider enhancing or extending that balcony. The Peng family is more than willing to pay an assessment for a cabin 4 improvement project but NOT if it removes the balcony!! Also a little concerned about removing the pantry between bathroom and bedroom in design 3. Not all cabins have equal pantry space as we all know and having a BIG pantry is IMPORTANT. The new pantry space next to the new space for refrigerator appears small and I also disagree with minimizing pantry space. NO NO NO. Final wish is please, for the love of baby bunnies, can we please enhance Wifi?
The balcony seems important to people. Save or replace if possible.
We like design #3 and want to be sure there is adequate storage space in the kitchen.
We should continue forward with the improvements recommended by all committees including cabin 4
We support a more efficient fireplace and heat. We also like the idea of having more light in the living room and kitchen area please. We support going all in for more heat efficiency.
We use 100% of the front bedroom and do not want a vaulted open concept to encroach on the space and also increase noise for that bedroom from below. We also use the balcony!!!!
with only 1 bedroom on the main floor it will never compete with cabins 1, 6 ,8. I am not sure it is worth spending a lot of money to have a dining room table.
Would prefer to focus efforts on a smaller Cabin like Cabin 7. Historically this is an under utilized cabin and could use an expansion to get better utilization.

Membership Name
Campbell
Charles Russell
Chris White/Bridget Charters
Craig Cooperstein
Dave Hoerlein
Debbie Claus (share #2)
Ekse
Garfield, Jeff and Wanda
Grant Ramaley
Jim and Carmen Claus
John and Emily Mannetti
John Burbank/Pam MacEwan
Jon Claus
Kathy Collins
Kelly and Christi Price
Kerri Donovan
Kisker
Loveless
Mesher/Lee
Mike Wietholter
Peng Family
Rolf Gruen
Ron and Vicki Askew
Russell Goedde
Sam Warren and Neala Kendall
Sevigny
Sharon and Stephen Schell
Spoor 1
Spoor 2
Stephanie Secord
Steven's/Davis
Thornburgh 1
Thornburgj 2
Tim & Carol Coulter
Troy and Suzie Young

William & Annjette del Valle