Monterra Newsletter

Homeowners Association

October 2026

Upcoming HOA Meeting:

October Board Meeting
Thursday, October 8, 2026 at 2:00 PM

Notes From The Extended Board

Along with the Board meeting on September 10, the Board conducted the third of Monterra's quarterly Member Meetings on September 3. These remarks are therefore a bit longer than usual, but read on to stay current with key happenings in our MHA.

- Member Meeting:

Dennis Blair reviewed some recent activities of the Monterra Community Emergency Response Team (CERT) squad. He described the county-wide tsunami presentation that the squad attended, and he named some of the recent MHA newsletter articles written by various squad members about individual emergency preparedness.

Audience members made numerous thoughtful comments about whether homeowners should have remote access to meetings via Zoom or other means. They discussed cost, personnel to set up and run the necessary equipment in the Clubhouse, and the advantage of in-home viewing vs. the need for social contact with one another.

- Board Meeting:

It's time for the Board to create the 2027 MHA budget for later ratification, and our treasurer Danny Mauritsen is doing just that. He was authorized to include three new line items for consideration — one for our Election Committee, one for a new mower, and one for a defibrillator to be donated by another homeowner, but which needs batteries and a mounting box. It would be placed in the Clubhouse where we all hope it would never have to be used.

Rosemarie Lueke completed the updated Clubhouse rules and reservation forms. View these at www.monterrahoa.com for easy access to, and enjoyment of the Clubhouse.

Domenica Protheroe reported on the September 8 open meeting that she and her Election Committee hosted. During her report, she demonstrated the secret ballots we will use when the Committee opens voting in October. Read the Election Committee's newsletter article for details about who has declared their candidacy for Directors and Alternate representatives, then come to the October 6 open informational meeting beginning at 2:00 pm in the Clubhouse and stay afterward for a root beer float!

On October 8, the Architecture Committee will resume its twice monthly 1:30 pm open meetings at the Clubhouse. Members examine new homeowner project applications for work they wish to do on their lots.

The Board is facing some significant turnover among Committee appointees. Due to recent resignations, new volunteers are needed to

complete this year's terms on four Committees. Read the article from the Election Committee in this month's newsletter for more information about the vacancies, then choose the one that best fits your skills and interest. One bright spot in this area is that David Iezzi has volunteered to hand-deliver copies of the newsletters to those who don't receive them by email.

Well, that's a summary of what the Board has been doing to serve our community. As usual, all homeowners should come to the meetings to hear about everything firsthand, rather than merely reading the highlights in these columns. See you on October 8 at 2:00 pm in the Clubhouse!

Your current 2026 HOA Board Directors are:

Diane Gemmer, Heather Circle
Angela Perryman, Cypress Circle
Shawn Shepherd, Holley Circle
Rosemarie Lueke, Ivy Lane
Dennis Blair, Monterra Drive/Sea Bluff Lane/Gunn Road

Upcoming Election News

Election Committee Members: Doug Markham, Connie Jo Smith, Susan Zarit, David Perry, Lisa Zane, and Domenica Protheroe. Advisor: Dawn Wolff

Final Election Committee Education Meeting and Ice Cream Social.

You are warmly invited to attend the final election committee meeting, followed by an ice cream social. The meeting will be held on Tuesday, October 6, 2026 from 2:00 PM to 3:30 PM at the Clubhouse.

NOTE: Approximately 20 residents attended our September meeting—thank you to everyone who came out!

In this month's newsletter, we will be reviewing the advantages of a Secret Ballot over a Proxy, key election dates, early and absentee voting, how to use a secret ballot, and the first and last dates to vote.

Secret Ballot voting has officially replaced Circle Meeting elections for the Monterra Board of Directors and Alternate election meetings.

Why is Washington State implementing mandatory secret ballots for the election of Homeowners Association (HOA) Boards of Directors?

The upcoming change promises welcome standardization. By 2028, every Washington homeowner's association will follow the same voting rules. Secret ballots will protect voter independence and safeguard homeowners from neighborly retaliation. Owner input will be guaranteed, not optional.

Secret Ballots are highly preferred over proxy voting because they preserve total voting privacy (one of the primary goals of the new law) and are incredibly easy to use. Please note: The Board established by unanimous vote that current Monterra Division Directors, Alternates, candidates for office, and members of the Election Committee shall not solicit or serve as proxies.

Why did the Monterra Board of Directors decide to opt-in for Secret Ballots ahead of the deadline?

To give our all volunteer community time to set up procedures and practice, revise as needed, and practice. To date, we've had one trial run when electing the Ivy Lane Alternate and we had a remarkable 71% turn out to elect Craig Holzgrafe. Can your division exceed this voter turnout?

Key Election Dates:

- **Candidacy Declaration Deadline: Saturday, October 10, 2026:**

This deadline was extended to ensure that everyone who wants to run for the Board has the opportunity to do so and can have their name printed on the new division Secret Ballot forms. Having names on the forms is necessary to allow for early voting.

You can declare your candidacy by emailing MonterraHOAelection@gmail.com with your name, address, and the position you are running for (Division Director or Alternate).

Candidate Statements:

Once you declare, the committee will send you a Candidate Statement form to share your experience and vision. Candidate Statements will be sent out via a Division E-blast and posted on the new Clubhouse Election Bulletin Board. Please note that Candidate Statements cannot contain offensive language or negative comments about other people, whether named or unnamed.

Candidates Who Have Declared

Let's thank those who have already declared their candidacy in this new election process! There is still room for you.

Cypress Circle:
Director, Mark Thompson.
Alternate, Steve Zarit

Heather Circle:
Director, Diane Gemmer.
Alternate, Open

Holley Circle:
Director, Open.
Alternate, Jeanie McNamara

Sea Bluff, West & East Monterra Drive, and Gunn Road:
Director, Dennis Blair.
Alternate, Annette Skelley

Ivy Lane.
Director, Rosemarie Lueke.
Alternate, Craig Holzgrafe

- **Early Voting Begins: Thursday, October 15, 2026**

Secret Ballots and step-by-step instructions will be available at the Clubhouse. If you would like assistance, please contact a member of the Election Committee to arrange a time to meet at the Clubhouse.

- **Last Day to Vote: Tuesday, November 10, 2026, by 6:00 PM**

All ballots must be cast by this time for the All Monterra Divisions Election. The Clubhouse will be staffed and ready to help you from 10:00 to 6:00 PM. The Election Committee will count votes beginning at 6:00 PM. *Monterra Homeowners are welcome to observe the vote count.* Winners will be announced at the Thursday, November 12 Monterra Board meeting.

Neighbor Helping Neighbor:

If you are unable to get to the Clubhouse, you can ask a neighbor to bring you your division's Secret Ballot. *Important Note:* The neighbor assisting you cannot be a current Board member or someone running for office. You may also contact a member of the Election Committee to bring a ballot to your home. Once you fill out the ballot, your neighbor or committee member can deposit it in the secure Ballot Box located at the Clubhouse.

Absentee Ballots:

These are available to homeowners who have traveled to a second home outside the area. To request one, please send an email to MonterraHOAelection@gmail.com with your name, Monterra address, and your current out-of-area mailing address. Please note that you will need to provide return postage. Be sure to allow enough mail time to receive and return your ballot by the November 10 deadline.

Write-In Candidates:

Write-in candidates are permitted per Washington State law, provided the candidate meets all standard HOA eligibility requirements.

Step-by-Step: How to Cast Your Vote

Between **October 15 and November 10 at 6:00 PM**, you can vote at your convenience. Drop by the Clubhouse during a potluck, exercise class, book club, Mahjong, game night, or anytime you pass by the community center!

1. Go to the Clubhouse and locate the newly installed Election Bulletin Board.
2. Find your division's color-coded Secret Ballot packet, located right below your division's name. *Your packet will be printed on the exact same color paper as your division's name tag on the board.*
3. The packet will contain your specific division ballot, voting instructions, and the list of declared candidates.

Instructions for Packaging Your Ballot:

1. **Fill out the ballot form**, insert it into the small envelope marked **"SECRET BALLOT,"** and seal it.
2. Insert that small "SECRET BALLOT" envelope into the larger **"BALLOT ENVELOPE."**

   Reminder: If you are voting by proxy, insert the signed proxy form into this larger outer envelope, **not** inside the small Secret Ballot envelope.
3. **Seal the large outer BALLOT ENVELOPE**. Clearly print your property address, your name, and the date, then sign the outside of the envelope. *(If acting as a proxy, the proxy holder must sign the outside of this envelope).*
4. Drop the sealed outer envelope into the Clubhouse Ballot Box.

How You Can Help

The Board is looking for members to serve as volunteers to help fill vacancies for various committees that are losing valued members.

Positions looking for volunteers are:

- Maintenance and Grounds
- RV Lot
- Emergency Preparedness Committee

If you are interested in one or more of these positions and would like more information on what the position entails, please contact your Division Director or read the job descriptions in the Bylaws, Article III:

- Section 8 for Maintenance/Grounds
- Section 10 for RV Storage Area Manager

There is no description of the Emergency Preparedness Committee in the Bylaws, so call the committee chair, Dennis Blair, at 360-504-2341.

Public Safety Fair

On Saturday, October 3rd from 9 am to 4 pm, there will be a free Public Safety Fair at Carrie Blake Park. CERT, of which the Monterra squad is a part, is one of the sponsors.

There will be many, many presentations and demonstrations put on by various local, county and state emergency service entities going on throughout the day. Below are just a few:

- 9:15 am - Aging at Home presentation
- 10:30 am - Earthquakes and Tsunamis presentation
- 11:00 am - Life Flight Helicopter will be landing, and taking off again later in the day
- 11:30 am - K9 demonstration by the Sequim and Port Angeles police departments.
- 1:00 pm – Wildfire Prevention presentation
- 3:00 pm – Drone Demonstration

Come Touch-a-Truck and meet local Emergency Services responders all day. There will be various vehicles from Clallam County Fire District 3, Sequim Police, Clallam County Sheriff, Washington State Patrol, the Clallam County Public Utility District (PUD) and others.

There will be booths all day offering information on various Emergency Preparedness topics such as Fire-wise Landscaping, Rooftop Rainwater collection, Off the Grid Communications, How Much Food do you Need for a Week, How to Earthquake Proof your Home Interior, and how to make a Go Bag.

This family-friendly event is free and open to the whole community. Hope to see you there.

Architectural Committee

If you are planning any changes to your home or property, please get in contact with Monterra's Architectural Committee ("AC"). The AC works to help homeowners navigate the requirements to ensure that changes will be in compliance with the Monterra HOA covenants. If the work does not seem feasible within the HOA guidelines, an AC member may be able to explain the reason and, possibly, find an alternative solution. Currently, the volunteers of the AC committee are, Domenica Protheroe, and Steven Zarit and Doug Markham.

Up to date copies of the Monterra HOA Architectural Committee Project Application form and Architectural Guidelines can be found in the clubhouse and on the Monterra HOA website under "Forms". The AC is working to streamline the AC application form and make some of the language of the requirements less ambiguous to benefit homeowners and the HOA.

Who Doesn't Love a Potluck

Next potluck: Thursday, October 15, 2026 at 5:30 PM. Consider it a Halloween theme. Bring a decoration. Costumes are encouraged but not required.

We have some great cooks in Monterra. Sample their wares and get to know your neighbors at the monthly potlucks on the third Thursday of each month at 5:30 in the Clubhouse. And, if you're not one of those who enjoy cooking, be assured that store-bought goodies are also welcome. What's important is that *you* come.

Ongoing Event Reminders

In addition to our special events, we have lots of regular activities in our Clubhouse:

Exercise Group
Mondays and Fridays at 10:00 AM

Mexican Train Dominoes
Mondays at 1:00 PM

Book Club
3rd Thursday at 10:00 AM

Potluck
3rd Thursday at 5:30 PM

Game Night
3rd Saturday at 6:00 PM
(Game(s) will be chosen by those who attend.)

Crafts
4th Thursday at 2:00 PM

Sherry Wright and Connie Jo Smith
Newsletter Editors
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NOTE: 10/26-last day for November 2026 newsletter submissions