



Cole Point Association Board Meeting
February 16, 2026
Meeting Agenda & Minutes

Meeting Called to Order at 11:49 AM

via Telephone conference call as per the By Laws:

*3.8 Meeting by Telephone or Otherwise
Members of the Board or any committee designated by the Board may participate in a meeting of such Board or committee by means of a conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other at the same time. Participation by such means shall constitute presence in person at a meeting. The Board may adopt other means of conducting meetings and taking votes.*

Attendance:

Board members: Nancy Kvinge, William Petschl, and Kekoa Anderson.

Bill made a Motion and Koa seconded the motion to accept the Board Mtg minutes from February 9th, 2026. The minutes were accepted and approved unanimously by all in attendance above. **Motion passed**

Summary: The board discussed adopting version 2/04/2026 of the Water Service Standard Rules Document. The group also discussed Mike's Resignation and thanked him for his six years of hard work, knowledge, and dedication to the CPA board of directors and the community.

As is standard, Mike agreed to turn over any and all of the physical financial records and instruments owned by CPA, including the checkbook, the CPA laptop, a list of all companies who have his address listed as the CPA address, and to take the meeting minutes approved to the bank to remove himself as a signer on The Cole Point Association account.

Koa made a motion and Bill seconded the motion to approve the adoption of version 2/04/2026 of the Water Service Standard Rules Document for fee changes, defining responsibility for shared infrastructure vs private lines, and the temporarily remove the General Facilities Policy. The motion was approved unanimously by all in attendance above. **Motion passed**

Bill made a motion and Koa seconded the motion to approve the following actions concerning the resignation of Mike Carver from the Board and his position as Treasurer:

- The Board accepts the resignation of Mike Carver effective March 1, 2026, with regret and thanks him for his service.

- William Petschl is appointed as Interim Treasurer, effective March 1, 2026, and continuing until a permanent successor is elected.
- Key Bank is instructed to remove Mike Carver as an authorized signer on all organization accounts, specifically account ending in 7422, effective immediately.
- The business address of Cole Point Association is to be changed from 12511 Cole Point Drive, Anderson Island, WA 98303 to 22219 4th Ave SE, Bothell, WA 98021, effective March 1, 2026.
- The officers of this Board are authorized to take any and all actions necessary to implement these changes, including signing bank documentation.
- The board approves continuing working with Maria Peterson who has been assisting the Board with accounting since 2021. Maria taught QuickBooks courses at Green River College for 19 years and has been an expert in QuickBooks for 25 years. She will be the interim Account Administrator working with Bill to migrate to QuickBooks Essential Online and update our overall financial system. They will work together on all accounting matters and establish oversight and internal controls at which time we will evaluate compliance with Washington State Laws on the same. At that time, we will decide whether to continue on a permanent basis. The motion was approved unanimously by all in attendance above. **Motion passed**

The board waited while Nancy typed the motion. When she finished she shared the meeting via email for the board to review and vote on accepting the minutes.

Koa made a motion and Bill seconded the motion to approve the minutes from today's meeting. The minutes were accepted and approved unanimously by all members in attendance above. **Motion passed.**

Meeting adjourned at 12:49 PM