

Admirals Cove Beach Club
ACBC ANNUAL MEMBERS MEETING
Minutes JANUARY 28, 2023

2:00PM

CALL TO ORDER: The Admirals Cove Beach Club Annual Meeting is this Saturday, January 28th, at 2:00 pm. You can attend in person at the Shelter at 75 Keystone Avenue next to the pool or via Zoom using this link:

<https://us02web.zoom.us/j/6548872824?pwd=d3NndXhDSlI0QWQzUndyYUxxNm5rUT09>

Board Members Present:

Dustin Frederick
Mark V
Jim Kunz
Jack Burchard
Sharon Savereux
Marty (Martin) Lull

Committee Members Present:

Dennis Egan
Ed Delahanty
Bob Wilbur
Bill Blake
Steve Kobylk

All ACBC members are eligible to attend the meeting, but only those in good standing can vote.

Welcome all of you, thank you for coming down while the sun is out. This is the first annual meeting that we are using an in person plus the Zoom component. We will be recording this meeting to gather notes for the minutes. We're hopeful that going forward we're going to have a lot more zoom meetings from the shelter with this addition.

We do not have a quorum, which means we will modify the agenda a little bit towards the end, only in that we wouldn't be taking any formal motions.

We have asked the committee members who will be giving a report to put that in writing and submit it to our note taker for the minutes.

This is fundamentally the same agenda we use every month, although there may be some extended reports because it is the annual meeting.

PRESIDENTS REPORT– Dustin Frederick

My name is Dustin Frederick I am the outgoing president, after this meeting is conducted today there'll be a meeting of the new board members who will decide the officers by taking a vote. The Tellers report that will be shared today will have the election results of the new board.

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PRESIDENTS REPORT Cont.

I'm just very pleased to let you know the Admiral's Cove is doing well, which you will learn more about from the committee Chairs as they report out later in the meeting. The weather has been great, and I can't think of anything better than a beautiful summer in Admirals Cove. We've also had some significant growth with several new property owners in the Cove this year.

First, I would like to thank all the current board members for their service and being on various committees, they've done an outstanding job and very much appreciated. A special shout out/thank you from the entire board to Dennis and Marty, they practically live at the shelter and pool fixing, cleaning, painting, managing, etc...

Somewhat along that same vein I wanted to mention we need additional volunteers. We need people that are interested in serving on the board, joining a committee and or participating in ongoing projects around the Cove. Please reach out to the board if you are interested or have any questions.

OFFICER REPORTS

VICE-PRESIDENT – Jack Burchard

I'm Jack Burchard, I've been vice president for a year, I will be leaving the board in that office and all my committees later today. I have found that this takes too much energy and attention that I didn't anticipate when I was asked to be on the board but I've enjoyed it, I have learned a lot. I wrote a letter explaining my thinking and leaving behind my thoughts about several different areas that I think the club has challenges in and I'll just mention a couple.

The number one thing that I think we're facing now is the financing of the construction of the new pool building. We are committed to spending a lot of money within the next three years. This has always been part of the plan for renovating the pool as I understand, but I also understand that there was a great deal of controversy. There's been bad feelings even broken friendships over this during the process of renovating the pool and financing it as you know. I just hope that I can learn to get to know my neighbors and to sit down and listen to them. I think one of the things that happens is we communicate with each other by rumor, or by somebody said what our opinion is, or we're upset, and we become defensive and angry and we don't get anywhere. I mean, are we neighbors or are we adversaries? Can we have a different opinion than each other but still listen, say hi and live next door to each other? I think that's a challenge in every and all our endeavors in this country and in our in our little neighborhood.

The second thing I want to mention is club organization. In my view, it's time for us to look at the club organization I believe it was left to us by the developers and who didn't have the information that we have now and gave us gave us an unworkable plan.

The third thing is the question of dues and lawsuits. You know it's a balance. Most everybody pays their dues or has made an arrangement to pay them on time payment plan. There are some who don't pay in spite of many efforts, and so the club finds itself in litigation with them. This requires a real balance of not being harsh, not being just another bill collector but also being fair to the people who do pay. The board has struggled with this and trying to find a balance approach.

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I'd say the most important thing that I've learned is that I wish I knew more of you better. I think that the main thing that we have is our beautiful neighborhood, and if we don't get to know each other and listen to each other, we're going to be just like those politicians on TV.

I've appreciated this opportunity. Thank you.

TREASURER – Dennis Egan

All the financial documents through November 5 were sent out with the notice of the annual meeting. I have a couple updates to that, as of December 31 we have \$348,834 in our checking account, almost 190,000 of that is for the shore armory project. There are a few other items that this money is restricted to, we have 101,340 in unrestricted of which 60,000 of that will be transferred to the reserve account. The balance of last year's budget, some of it is being used to balance the 2023 budget, the remainder will be set aside for the reserve account, but that'll be voted on by the board. The reserve account has \$547,102. We've come a long way in funding this reserve account, we're a little less than halfway to the goal of what is needed. The items that are funded from the reserve account is the maintenance of all of our capital projects, it's not items that are on an annual basis like mowing the lawn and that kind of stuff that's in the budget. The reserve study is to do things like putting new roofs on, painting, siding, windows, pool refurb, the pool building is one of the main drivers of why it's in a shortfall. A few years back we didn't have a reserve account at all, over the past five or six years I believe we funded that account by over half a million dollars. I think we've come a long way to getting it to a point to where we don't have special assessments all the time. If the money is in the reserve account, when these projects come up, we don't have to go out and reassess all the time. The goal is to get the reserve account 100% funded, like I said currently we're a little less than 50% funded. Any questions?

SECRETARY – Marty Lull

Secretary report, the duties have included weekly picking up the club's mail from our post office box in Coupeville, logging into a ledger and then delivering it to Brand Service. Recording of the board meeting minutes have been taken over by Sharon Savereux.

I'd like to thank Ed Delahanty and Jim Klutz for helping me out in the past. This is the end of my term and I'd like to say that it's been a pleasure to serve our community.

COMMITTEE REPORTS

GROUND AND BUILDING – Marty Lull

We've had several large projects completed this last year. I think most folks have noticed that the roadways been re-coded, and the speedbumps painted, this was work slated to be funded under the reserve account.

Internet services have been upgraded for the shelter area in the pool area. And that's why we're able to do the Zoom meeting today.

A generator has been donated to the club and that has been converted to propane fuel and electrical connections have been made so we can power the shelter building during community power outages and shelter can be used as a gathering place.

We do have several projects coming up in the future.

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- When I get back in March, I'd like to start with the basketball court. We're going to have a dual-purpose court we will be striping it for pickleball use too. Pickleball is quite a popular sport these days.
- playground improvement.
- Ditch work and tree trimming along lower Bird and roadway.
- Seasonal mowing
- parking lot grading and other routine maintenance.
- We would also like to add more security cameras.

lastly, we're always looking for volunteers, please feel free to join in. I'm going to try and get the work parties/projects listed on the bulletin that we send out in hopes some folks can respond and join us in workflows. We'd like to keep moving forward and trying to make this a nicer, better place for all our members. Thank you very much, Marti

LAKE COMMITTEE – Bill Blake

I want to thank all the volunteers to the board and everybody that do all this great work making it a beautiful community. Me, my wife and our kids have been part of the community since 2009. From the Lake Committee, first, we want to share our appreciation for helping with the assessment and asking that question so we can pursue the long, long wanted effort of making the lake usable for recreationalists who want to get out there and play in the water and things like that. This last year we installed a kiosk with a small group of volunteers from the committee and others, located right next to the lake so people can learn about it, including some suggestions for stewardship. We appreciate the support to get that sign up. Every time I'm over there I almost always see people slow down and check it out and when folks are out for a walk, they stopped to look at it. I believe the Kiosk its doing what it's supposed to do. We also installed a white PVC pipe handrail into the lake near the water outfall and Kiosk area to assist folks with getting in and out of their kayaks, canoes, paddleboard, small watercraft, etc... to make it easier so they can get in and out and have a more pleasurable experience, again, is encouragement for people to use the lake. These are some good accomplishments over the last year.

POOL COMMITTEE - Dennis Egan

We had an awesome swim season this past summer with over 5,000 swimmers using the pool. This included daily lap swim, open swim and swim lessons. The swim lessons ran all summer with 10 two-week sessions, each session had 30 students. We opened on Memorial Day weekend and ran through Labor Day. During this time period we offered 3 free swim days, the Sunday preceding Memorial Day, Labor Day and the 4th of July. During these free swims we had our community potluck BBQs, providing hot dogs and hamburgers for all. Along with Dennis famous homemade ice cream and root beer to make floats.

With summer right around the corner the pool is looking for volunteers to work in the office on the busy hot days. This would allow both hired lifeguard's to be on the deck to accommodate a larger number of swimmers (pool capacity quota). Please contact a pool committee member if you are interested in being on call to work the office on those busy hot days.

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POOL COMMITTEE Cont.

Additionally, we have a couple of openings/opportunities at the pool.

- 1) With several of our lifeguard's moving on to college or moving out of the area they will not be returning this year, so we are looking to hire 5 new Lifeguards. We pay \$16.50/hr. They need to be at least 15 years of age and have a current lifeguard/CPR certificate from the Red Cross.
- 2) We are also looking for assistants to help with swim lessons. You must be at least 13 years of age.

If you, or someone you know is interested in one or both fun opportunities please contact the Board or a pool committee member.

The plan for this summer will be to have a similar swim schedule.

BUDGET AND FINANCE – Dennis Egan

The Budget committee takes budget requests from the committees and combines with anticipate club expenses and makes a draft budget for the BOD. The BOD makes any changes they need to balance the budget and when those adjustments have been made, the BOD approves the budget.

The BOD approved annual budget for 2023 was sent with the notice of this meeting and is posted on our website. It includes dues of \$422 for a perc lot and \$211 for a non-perc.

The Reserve study was updated for 2023 and has been approved by the BOD and posted on our website. Our reserve account is underfunded, and the BOD and members will have to decide on how to fund it.

LONG RANGE PLANNING – Dustin Frederick

Currently this committee is idle. Nothing to report formally but in many respects, the long-range planning is encompassed with the reserve study so that the anticipated items that really need to be taken care of down the road, this is to make sure the recourses needed are there. Once the reserve study is fully funded, I would argue that that's when a Long-Range Planning Committee can do some creative thinking about what else this Cove would like to have done. Along with other kinds of community property benefits they would like to have over and above the pool, the lake, the shelter and that sort of thing that are covered in the reserve study. I anticipate once the reserve study is in fact, fully funded, then the Long-Range Planning Committee will be active again.

COMMUNICATIONS – reported out by Dennis Egan

The Communications Committee has been brainstorming ways to improve communications and make them timelier and more cost-effective. One of the results was the Bulletins that are now emailed to members when it is important to get information out between publication of newsletters. Of course, the Bulletins only reach those members who have provided their email address. To further improve efficiency, reduce volunteer time and reduce costs, the committee has proposed bylaw changes to newsletters: to send them via email only and change the bylaw for the CC to produce at least 2 newsletters a year, Spring and Fall. Bulletins fill in sudden/current information to members via email as needed. Currently, there are very few people who do not have an email address. Many organizations use email-only.

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COMMUNICATIONS Cont.

newsletters. We encourage all members to sign up for email communications by going to our website on your computer (preferred): acbc-whidbey.org and under the Pool/Beach Club cell choose Member Info, then Subscribe, or by contacting Branch Business Services at 360-678-7543. Copies of the newsletters will be posted on the pool bulletin board and on the ACBC website. CC is working on getting zoom equipment updated and plans on having BOD meetings on zoom if you cannot attend the meeting. Please bear with us as we work out the kinks. Thank you to all members who have signed up for email communications!

Web Site Helper needed: In order to promote our wonderful community and all the activities enjoyed by our residents, the idea of updating our current website is on the minds of your Communication Committee. We are seeking a self-starter to create articles and photos of all the activities enjoyed/participated by community members that would be used to keep our website more current. Such as BBQ's, work parties and swim lessons etc. This position requires someone who is not afraid to learn and use our current website carrier called Weebly. This position could be a student or adult and requires about five (5) hours a week, max, depending on what is going on in the community. Please let us know if you are interested by contacting us at comms@acbcwhidbey.org. We are also looking for members to join our committee.

BYLAWS – Jack Burchard

We were able to formulate 6 bylaw amendments that you approved in the recent voting. A complete review of the Bylaws needs to be on the agenda. They are outdated and inconsistent in some regards. The New Board will reorganize this important committee.

Litigation Committee

Much of our work is considered privileged and confidential. I can share this:

Almost all members pay dues and assessments on time. In the last few years most, unpaid bills have been resolved in Small Claims Court through Mediation. Most members in those situations either paid or entered payment plans. We were forced to Superior Court by 12 members who believe they should be exempt because of technical deficiencies in our organization. In other cases, the court has previously ruled that all property owners within Admirals Cove are members and must pay dues and assessments. These cases should be resolved this year. While litigation is expensive, we have felt it is necessary to maintain the integrity of the club.

NOMINATING – Ed Delahanty for Mike Tenore

After contacting at least seven community members to find candidates for the current open Board positions, posting signs noting the Board vacancies at all the entrances to our community, at the reader board by the Water District building and on the Pool building, we found three members volunteering to run for election to the ACBC Board of Directors

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NOMINATING Cont.

Mike Tenore & I want to encourage all members that value the assets of ACBC and desire to continue proper upkeep and enhancement of them to seriously consider running for the Board in 2024 when there will be two vacancies.

GOVERNMENT RELATIONS – No report

TELLERS – Steve Kobylyk

FRIDAY, JANUARY 27, 2023 - To be announced at the Annual Members Meeting, Saturday, January 28, 2023
January 3rd 2023, 467 Annual Members Voting Packets were mailed with ballots (Members in Good Standing).

January 3rd 2023, 114 Annual Members Packets were mailed without ballots (Members Not in Good Standing).

Ballot counting took place on January 27, 2023, 1-4 PM at the ACBC Shelter.

Members of the Tellers Committee that participated in the ballot counting were:
Chair, Steven Kobylyk, Mary Saurer, Laurel Seymour, Irene Gustafson, Halston Crites
Aloha Hart, Sharon Savereux

BOD Representative: Jack Buchard

206 Total Envelopes received from first day of pick-up from Post Office on January 8th, 2023 until final day of pick-up from Post Office noon January 27, 2023

193 Total valid ballots counted. Approx. 41.3% of ballots mailed.

03 Total in-valid ballots, not counted.

Reason: 02 no name or address, 01 no ballot

07 Total Packets returned unopened through Post Office from Members in Good Standing

Reason: 07 invalid address on file

03 Total Packets returned unopened through Post Office from Members not in Good Standing. Reason:

03 invalid address or return to sender

Submitted by: Steven Kobylyk, Tellers Committee Chair - January 27, 2023

FINAL VALIDATED RESULTS:

To be announced at the Annual Members Meeting, Saturday, January 28, 2023

DIRECTORS:

Dennis Egan 143

Karen Nelson 149

Mike Purell 152

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TELLERS Cont.

LAKE TREATMENT ASSESSMENT:

APPROVED: 108 NOT APPROVED: 081

BYLAWS REVISIONS/ADDITIONS

1ARTICLE III, Section 3 Providing email addresses	YES: 154	NO: 33
2ARTICLE VIII, Section 6 Minimum of 2 Newsletters a year instead of 3	YES: 165	NO: 24
3ARTICLE XII, Section 7 Email and Responsibilities	YES: 145	NO: 31
4ARTICLE XIV, Section 3A&B Special Assessments Request by Members	YES: 125	NO: 59
5ARTICLE IV Section 4 Remove Obsolete RCW References	YES: 163	NO: 20
6ARTICLE XIV, Section 6 Recovery of Attorney Fees and Costs	YES: 139	NO: 46

Submitted by: Steven Kobylk Tellers Committee Chair - January 27, 2023

SOCIAL COMMITTEE – Mary & Dennis Egan

The Social Committee held three BBQs, the Community Garage Sale, and will continue to have Tuesday morning coffee at the Shelter from 10 a.m. to noon. Thank you to those who volunteered with setting up and cleaning up to make the events successful. Shortly after Tuesday morning coffee, there is a Ladies Bible Study at the Shelter from 1-2PM, that began November 15, and every Tuesday thereafter. If you need more information, contact Lynda McClure at 360-678-4795.

We need a chairman for this committee and more community members to participate.

WELCOMING – Jim Kunz

We had out welcoming packet to new owners – new construction. This is a fairly new process. This past year 39 new packets were handed out.

SHORE ARMORING – Ed Delahanty

In late December of 2018 waves generated by a severe windstorm during a king tide came within a few feet of damaging the Pool Wall. Considering the likelihood of future risk during similar circumstances, in July of 2020 the Board created the ad hoc Shore Armoring Committee and authorized a risk assessment by a licensed Geocoastal Engineer. Issued late February of 2021, the report made it clear imminent risk of windstorm damage to the Pool Facility existed during king tides and that shore armoring to protect the facility was necessary.

After evaluating the various options initially proposed for the armoring design, the Shore Armoring Committee recommended using a concrete eco block wall as the most cost-effective option. The wall will be approximately 3 feet seaward of the pool wall, 2ft above grade and 3ft below, set in appropriate foundation material with protective beach gravel and rock in front.

In June of 2021, the Board authorized sending a request for quote to qualified firms to design the armoring and handle the permitting process with all the appropriate government agencies.

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SHORE ARMORING Cont.

After reviewing the response from five Puget Sound area firms, the program was awarded to Marine Surveys and Assessments with Coastal Geologic Services acting as the engineering design source. Based on estimates of the overall program cost, the Shore Armoring Committee prepared a Special Assessment Proposal which the Board reviewed and mailed to the Membership for their approval Oct. 4, 2022. The Assessment was approved by our Membership on November 5, 2022, and work on the final design and documents necessary for permit approval began. After completion of the final design, bid requests for construction of the armoring were sent to four Puget Sound area firms. The Board awarded the contract to Sound Slope & Shorelines after reviewing the quotations and the recommendation of the Shore Armoring Committee.

All appropriate permits for construction of the project were submitted to the Island County Planning Dept. early last fall. On January 12, MSA, representatives from all appropriate Island County Departments & I met for a pre-approval meeting. We were able to answer all questions the County representatives had during the meeting, anticipate a follow up meeting in four to five weeks with potentially one more to follow before final approval in 3 to 4 months. Actual construction should start early to mid-summer with completion a few weeks later. Prior to the work on the beach starting, there will be staging of material – especially the eco blocks – in the pool/shelter parking area.

UNFINISHED BUSINESS - NONE

NEW BUSINESS – ELECTION OF OFFICERS

Please visit the website to sign up to volunteer for committees, we are in need of volunteers. You can also find the boards email on the website as well.

MEMBERS' FORUM**

Friendly Reminder - Safety Issue – Please drive the speed limit of 25 ml hour.

Questions asked from a community member in attendance.

- Lake committee – was there research done on whether or not the geese poop is a contributing factor? - Bob & Bill addressed the question.
- Number of homeowners vs rental in the community? We don't have current data.
- Shore Armory – how close are we to budget? Estimated 9000.00 over but we have collected 190,000.00 for projected. This is over what was projected.
- Concerns about Parked RVs and dilapidated cars in folk's yards, how are these addressed? Dustin addresses the bylaws around the club and it not being a HOA. The club has no legal status to enforce anything. Please read the bylaws for your section. This would need to be a civil suit between neighbors.

Introduced Karen Nelson – new board member present.

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WSU – liter cleanup program – designated team to come clean up our beach Feb 2nd. More detailed information posted on our website.

ADJOURNMENT - 3:18pm

Executive Session called to order 3:33pm

Present:

Anne Lynam
Karen Nelson
Dennis Egan
Dustin Frederick (left after new president was elected)
Mark Valencia
Jim Kunz
Jack Burchard
Sharon Savereux

Not Present:

Mike Purell

Election of officers:

- Anne Lynam, nominated for Treasure - Motion by Dustin, 2nd by Jim, motion carried, moved to approve.
- Dennis Egan, nominated for President - Motion by Mark, 2nd by Karen, motion carried, moved to approve.
- Mark Valencia, nominated for Vice President - Motion by Dennis, 2nd by Jim, motion carried, moved to approve.
- Sharon Savereux, nominated for Secretary - Motion by Jim, 2nd by Mark, motion carried, moved to approve.

Term Board position open:

- Appointed Jim Kunz to fill Ben Roberts term - Motion by Jack, 2nd by Mark, motion carried, moved to approve.

Board retreat scheduled Feb 25th, 9am-5pm at the shelter

ADJOURNMENT – 4:25pm