

**MINUTES OF ACBC BOARD OF DIRECTORS
OCTOBER 18, 2016
REGULAR BOARD MEETING
Final**

CALL TO ORDER

Ed Delahanty, Vice President opened the meeting at 7:05 pm

INTRODUCTION OF BOD

Present: Steve Morrow [Treasurer], Suzy Palmer [Secretary] via phone and Mike Tenore, Dennis Egan & Greg Behan [Directors]. Kurt Blankenship [President] was out of State.

APPROVAL OF PREVIOUS BOARD MEETING MINUTES

Meeting **Minutes of 4/27/16 and 9/20/16 received Unanimous Approval**

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PRESIDENT'S REPORT: KURT BLANKENSHIP

None

OFFICER REPORTS

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VICE PRESIDENT: ED DELAHANTY

Will cover issues in Committee reports

TREASURER: STEVE MORROW

September, 2016

Total Income: \$16,764

Pool Assessment received: \$15,522

Pool Assessment monies continue to come in

Assessment monies returned: \$22,334

Balances outstanding on Pool Assessments: \$234,238

Collected: \$412,761.81

Transfer fee income: \$250.00 [\$50 per transfer]

Five properties transferred in September

Thirty-six properties have transferred year to date

5% of Membership is new

Total Checking & Savings: \$543,154

Unrestricted total: \$69,597

Disbursements - 29 @ \$11,725.56

Unusual item - When Whidbey Water Services was doing our accounting, they, in error, paid money from our account for another account to the IRS. WWS reimbursed ACBC as did the IRS. ACBC then reimbursed WWS less the \$5.00 interest fee. Dennis Egan was upset that both transactions didn't show on the September statement. Steve explained it was an "in and out" and our CPA recommended it not be shown as it was not income to

ACBC. Dennis also complained that dressing room expenditures did not show on September's balance sheet which making it hard to track when it was spent. Steve stated to solve this issue he can do both a "year-end" balance sheet in addition to the "monthly" balance sheet provided at the BOD meetings.

Warrants received Unanimous approval

SECRETARY: SUZY PALMER

Nothing at this time.

COMMITTEE REPORTS:

GROUNDS AND BUILDING: Marty Lull

Outdoor bathrooms have been painted.

**Thanks to Dennis Egan & Marty Lull

Marty Lull: Follow-up on ditch. Received call from **Dominic** last night. His original bid was \$22,000. It wasn't for just a clean out but included laying pipe, et al. Marty requested a short version so Dominic cut his original bid by fourths - \$6,154 but it included everything. It was not just for cleaning out the ditch.

Ed Delahanty: **Landshapers'** bid would not exceed \$700.00 which would include 200' – 250' to clean out ditch*. They won't go into toe. We need to get this done. Landshapers would just clean out the ditch – not put in pipe or gravel. The work would be from the first speed bump down the hill to the first drain going into the lake. Ditch would be completely cleaned out. They would use a small excavator and would haul away debris taken from the ditch. Could be 1 to 2 truckloads.

Mike Tenore: The other ditch – separate issue. Water runoff coming from baseball court – coming across the road. We had heavy rains over the weekend. Water runoff could be undermining the road. Another issue is the culvert that is buried.

Marty Lull: There is another culvert in there that is buried but is draining.

Ed Delahanty: Landshapers could check this out when they are here to clean out the ditch*. Bluff is going to keep moving. Question is "when and how much". Need a future study.

Dennis Egan: Disagrees with Landscapers quote of \$700.00. Thinks their bid is too low.

Unanimous approval from Board for Landshapers to do work.

Marty Lull: Work party has been rescheduled for 10/29.

Ed Delahanty: Will have his truck there for any tree trimming or debris and would haul same to dump.

LAKE OUTFLOW/LAKE ECOLOGY: Ed Delahanty and Mike Tenore

Ed Delahanty: There is a fair amount of paperwork to fill out for the pre-app forms. He has been working on the paperwork that needs to be in by next Thursday, October 27, which is the deadline for the pre-app hearings. The \$350 fee will be applied toward the permit.

Ed – we need to evaluate and select the most appropriate remedies to improve the ecology of the Lake to the Sound. We will then have experts with knowledge of proper level and to be able to drop same as quickly as necessary. County will refer us to appropriate people to cover all issues. Janet Wright explained all of the pre-app details to us.

Mike Tenore: The pre-conference is necessary. He has had contact with Tess Cooper, who is now an outside expert consultant. We need to know what the consulting and other charges may be. Department of Ecology will help to determine where lake level should be, et al.

Dennis Egan: Regards the pre-conference, he wants to know the costs involved, before getting permits. Further stating, assuming we know what we plan to do.

Mike Tenore: We want and need the Count's expertise. They will help us. The Department of Ecology will help determine what level the lake should be, et al.

Dennis Egan: Was asked to get information from Gary Winlund about an Oregon firm knowledgeable with regard drain pipes, et al. Dennis contacted the Company, Insitu Forum, and spoke with their contact person. He gave the Board the information he had received which covered galvanized pipes and integrity of pipe necessary. There are worries about lining – heat, shrink and reverse. Ed Delahanty asked Dennis if he had received a quote and Dennis said he was just asked to get a contact person. He was not asked to get a quote. Range in diameter – PH of .5 to 10.5 – temperature of fluid 140 going through lake water – can go through bends – can go from 200' to 1000' – we are 300' – has to be flushed first.

Mike Tenore: We can bring all of this up at the pre-app conference.

POOL MAINTENANCE AND IMPROVEMENT: Dennis Egan

The filters have been removed and cleaned. The pump, heater and chlorinator have been winterized. We still have to do the hot water tanks and move in all of the outside furniture. A joint Pool Operations & Safety and Pool Maintenance and Improvements meeting was held on 10/4 and meeting minutes have been sent to the BOD, along with a tentative revision to the by-laws. Both committees [O&S and M&I] have turned in their separate budgets. We are recommending combining the committees.

BUDGET AND FINANCE:

Meeting has been scheduled for Thursday October 27th. Elaine Fielding advised she would be unable to attend. This meeting has been rescheduled for 11/1, 7:00 PM, at the Shelter.

Dennis Egan: What does the Board want the Maintenance and Improvement committee to put in the Budget for their consulting fee?

LONG RANGE PLANNING: Suzy Palmer

No meeting has been scheduled as we are still waiting for the outcome of the appeal process.

COMMUNICATIONS: Suzy Palmer

We need information/input from committees to go in the Newsletter. Carol Delahanty will format the Newsletter. Darla Allen has offered to help with same.

We would like articles from each of the Committees to go in the Newsletter. Steve Morrow suggested we aim for a completed Newsletter to go out with the December mailing.

BYLAWS:

Dennis Egan had comments from the By Laws Committee about the Ad Hoc committee. This committee should not be able to proceed with on any actions on their own. Everything needs to be approved by the Board. And, any By-Law changes would need to go out to the membership for a vote.

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NOMINATING:

Ed Delahanty: We are faced with a time limit regards nominations. We need nominations prior to 11/15. Ed stated the Board can make temporary* changes, which would benefit the Members, and could move nominations must be received by the 30th of November. The committee would consist of two Board members. The mission of this Committee is to find members in good standing that would like to run for a position on the Board. There are three openings. Ed offered to Chair this committee. Darla Allen, from the floor, stated that she and Brenda Wilbur were on the previous Nominating Committee. Dennis Egan and Darla Allen have agreed to be on the committee and three more volunteers are needed. Sue Corliss asked from the floor, if a committee member had to be in Good Standing. Ed Delahanty said YES. Steve Morrow moved to extend the deadline to the 30th of November. **This temporary* change received unanimous approval.**

Harry Lynam, from the floor, questioned why we didn't just send out a ballot to the members – invalidate the 2013 ballot and validate the 2015 ballot.

Sue Corliss, from the floor, advised the General Meeting is on the 4th Saturday, January 28th. The ballots must go out and be returned in time. Notification needs to go out before Christmas.

GOVERNMENT RELATIONS

Pre-application, et al – this has been previously covered.

SOCIAL AND WELCOMING: Dennis Egan

There will be a gathering at the Shelter the Saturday after Thanksgiving from 1:00 – 3:00 PM. Bring your left overs. Greens will be provided. Bring your own materials [scissors, ribbon, et al].

UNFINISHED BUSINESS:

Bluff pipe

Two property owners have expressed interest for the pipe. The pipe can always be used for other purposes. Contractors are impressed with pipe. The property owner member, two houses down from Marty Lull, advised their Geo-Tech expert said their property was in pretty good shape. The Pritchard's property has been evaluated and told their property is safe. However, it is fact, the bluff is moving and it could be just a matter of time before more could slough off. It is hard to pin responsibility. Water is coming off the land above.

Dennis Egan stated there should be a time limit as to how long we let the pipe stay where it is. Ed Delahanty – We need to error on the side of safety.

Kurt should send out a letter to the bluff owners

Club may dispose of pipe by 12/31/17 if not used. Unanimous approval

Reimbursement of cleanup costs

Ed Delahanty: This has been taken care of. Some of what sluffed off was on Monte's property and the rest was on ACBC property." Dennis wanted to know the dollar amounts which Ed did not have at the time. Ed told Dennis he would let him know the costs. We are responsible for King's property due to the easement.

Estimates for Strengthening Toe along ditch and/or clean out

Subject has already been discussed.

Collection efforts for 2012-2013 balances

Kurt Blankenship filed 5 Small Claim Court actions. We have more to file. Mike Tenore believes \$60 is an okay amount for police process server and **moved to authorize service by sheriff if all else fails received Unanimous approval**

Parking bumpers to prevent rock damage from car do-nuts in parking lot

No additional parking lot issues at this time

Posting of names of delinquent accounts

ACBC **will not** publish names of delinquent members

Reserve Study

Dennis Egan, we are assuming pool will be done in 2017 and 10 years later the building. Two biggest drivers. Each one has a useful life - cost of today's money. Category of equipment - life of all are different.

Steve Morrow and Mike Tenore - both agreed we should keep it broad now - lump together now - breakdown later.

A voting item would be included in the packet to members - raise dues to \$350.00

Accountant

Steve Morrow: Kurt and I have met with Stephanie and we are going with Stephanie - using her CPA and bookkeeper. Bills will be paid electronically - on line payments. We recommend access to our bank accounts and authorization to process on-line checks upon sign off of two directors on documents they receive.

Dennis Egan- is okay for **only** routine things. Adamant about non-routine items. He has problems. Questions how to authorize other than non-routine payments.

Steve Morrow: Will eliminate daily trip to Langley

Dennis Egan: I'll make the damn trip

BOD needs to come to an agreement

Mike - tried to explain, et al - streamline process

Dennis Egan wants safeguards in place

CPA is overseeing bookkeeper. Bookkeeper would have authorization

Ed Delahanty: Advised we table for now, but need decision soon.

Steve Morrow: I am in office for two more months. We want things to run smoothly.

NEW BUSINESS:

None

VOLUNTEERS WITH SPECIAL SKILLS NEEDED:

DATA ANALYSIS
WEB SITE EXPERTISE
HANDYMAN
SOCIAL MEDIA
YARD/GROUNDS CARE

MEMBERS FORUM **:

Member Adel Saba advised he does have internet – no email address. How is he supposed to know about BOD decisions, Special Board Meetings, et al.?

Suggestions included Reader Board notices - Bulletin Boards outside of Pool Office

Steven Kobylyk asked about Court case. Ed and Steve responded. The case was still at the Court of Appeals. The Court of Appeals will eventually send it back to Island County and Judge Hancock. We do not know when.

Someone commented on ALL the money the Club has spent on insurance to cover the BOD, directors policy. Ed explained the Club's D&O insurance was paying. Our premium was around \$6,000 and now is around \$14,000. A lot of deductibles apply. The expectation is that premiums will continue to increase and insurance may become too expensive to purchase.

Dennis Egan advised Reed had left all his signs and Dennis has them in his garage and does not want to leave them there. Greg Behan will look at the signs. Will check on "right-of-way" requirements. Posting should be before Russell.

Recess to **EXECUTIVE SESSION** at 9:00 PM

Meeting reconvened and adjourned at 9:30 PM

Respectfully submitted,

Suzy Palmer

**This time is set aside for members to speak to the Board regarding subjects of concern or interest. It is preferred that members wishing to speak shall sign up before the beginning of the meeting, listing name and address clearly. All asking for recognition will be allowed to speak. Please limit comments to 3 minutes. Questions may not be answered immediately if all information is not available, but responded to as soon as possible. Input requiring a lengthy comment is best submitted in writing. Anyone certainly has a right to disagree with Board policies and decisions and to ask questions of the Board regarding same. Personal attacks and the use of abusive language against the Board or community members are not appropriate and will not be tolerated. Any speaker engaging in such conduct will no longer be recognized during the Member Forum time and if the conduct persists, will be asked to leave the meeting.