

Executive session

Call to order: 1:00PM

Attendance: Jean Salls, Suzy Palmer, Ed Delahanty, Bob Peetz, Dan Jones, Karen Shaak

Absent: Maria Chamberlain

The following items were discussed:

- 2009 IRS issues
- 2010 - 2011 – IRS reports not filed
- Chuck Edwards, accountant will get Power of Attorney to represent ACBC with the IRS
- Form 990 – non-profit status will be filed moving forward

Dan Jones will become the ACBC agent of record

Executive Session Adjourned 1:50PM

Board Meeting Called to Order 2:00PM

Board Meeting

Attendance:

Jean Salls, Suzy Palmer, Ed Delahanty, Bob Peetz, Dan Jones, Karen Shaak, Maria Chamberlain

Memberships: 7

President's Report

- IRS status discussed – a registered letter from the IRS was received. The letter notified ACBC of an impending 10-day seizure of the property due to non-reporting of payroll tax for the year of 2009
- The multiple tax ID issue was described – one was created for ACHOA and another for ACBC
- ACBC was granted a 30-day reprieve by paying a civil penalty of \$2439 for not reporting in 2009
- All current issues with the IRS are payroll tax related
- 2010 – 2 quarters of payroll taxes need to be filed
- 2011 – all 4 quarters of payroll taxes need to be filed
- Chuck Edwards – accountant will be given Power of Attorney to represent ACBC to straighten out the tax filings.
- Code of Ethics signed by all Board Members was read aloud
- Ed Delahanty requested an addendum to that would increase the number of BOD members present for meetings be added to the code of ethics. Dan Jones described that that the bylaws dictate a quorum (4 members) must be present and that the bylaws could only be changed by a membership vote.
- Suzy Palmer requested that when board members are absent from a meeting that they be notified about the content of the meeting.

Secretary's Report

Minutes from the October 13, November 10 and November 21, 2012 meetings were approved as written. Printed copies of the minutes were provided.

Correspondence – some bills and notifications of pending foreclosures were received in addition to the IRS registered notification.

Treasurer's Report

October- November 2012 Expenses highlighted for the audience. Copies were made available to members.

October 2 – Dec 8 2012

<u>Expenses</u>	
Grounds	380.45
Office Supply	48.00
Payroll	1,938.99
Pest Control	106.53
Postage	19.80
Accounting	200.00
Repairs & Maintenance	8,129.12
Security Expense	165.00
Tax Expense	2,481.71
Utilities	193.09
<u>Total</u>	<u>\$13,662.69</u>

→Motion made to transfer \$10,000 from money market fund to checking account for bill payment - MMSA

Committee Appointees

Jean Salls reviewed the committee assignments, members are as follows:

Budget & Finance:

Wanda Grone-Chair, Del Johnson, Susie Pettersen, Maria Chamberlain, Dan Jones

Grounds & Buildings:

Russell Chamberlain-Chair, Roland Shaak, Bob Peetz, Ed Delahanty

Long Range Planning:

Karen Shaak-Chair, Chad Nichols, Maria Chamberlain, Dustin Frederick, Suzy Palmer, Mike King, Debi Karjaleinen, Carol Delahanty, Sil Schroeder, John Klasell

Nominating:

Bob Peetz – Chair, Maria Chamberlain, Peggy Shiar, Aga Samsel

Pool Maintenance:

Cathie Harrison – Chair, Dan Jones, Ed Delahanty, Bob Wilbur, Susie Petterson, Mike Hendrickson, Fred Salmon, Dan Hall, Gwyn Staton, Harry Lynam, Sue Corliss, Tim Dahl

Pool Operations and Safety:

Maria Chamberlain – Chair, Karen Shaak, Erika Miller, Joelle Armstrong

Social:

Sue Corliss, Trudy Decker

All committees need to ensure notes are taken and provided to the board. Meeting times should be posted on the web.

New Business

- Budget Update – a study session will be set up before January meeting to work on the budget
- Meeting dates for 2013 – posted and available on the website and bulletin board
- Bylaws Filing – second review in progress; bylaws will be recorded and filed with the Secretary of State and Island County.
- Attorney Questions – board members submitted questions and bylaws for review. Questions will be aggregated and stack ranked for review at the next board meeting if not sooner.
- Newsletter - next publication will mail with the dues statements in January, content is needed for the newsletter.
- Bylaws – new bylaws will be posted on the web for members. Printed copies will be made available on demand only; there will be no mass mailing.
- Admiral Bridge - naming of a street, lake or something will be investigated. Bob Peetz will check out some options and gather input.

Old Business

- Lower Byrd Ditch Spyderman – new quote for repairing the last culvert is available and deferred to next spring.
- Dan Jones will become the agent of record.
- Maria Chamberlain and Suzy Palmer visited with the country regarding the rusty outflow pipe; \$1-2,000 in permits would be required to fix the outflow pipe per the initial county meeting. Suzy would like to talk with the county again about a waiver.
- Shelter security options on hold until 2013
- Parking lot lights on hold until 2013
- Additional sensors to the pool facility tabled until 2013

Member forum

- Beer bottles are being thrown over the pool fence and breaking into the pool and onto the concrete. The clean-up continues.
- Suggestion was made to add more alarm signs on the pool facility

→ Motion was made to elect Dan Jones as Vice President – MMSA

Vote: 4 yes, 3 no

Meeting Adjourn 3:12PM