

Minutes of ACBC Board meeting

May 16, 2015

At 2:00 pm the meeting was called to order by President Ed Delahanty.

Recording Secretary Dustin Frederick was present.

Board members present were: President Ed Delahanty, Vice president Suzy Palmer, Treasurer Steve Morrow, Secretary Fred Salmon, Director Mike Tenore and Director Kurt Blankenship via phone.

April 2015 Board minutes were approved as presented.

Officer Reports:

- President---President Delahanty thanked Marty Lull and Dennis Egan for repair work on the pool windows to bring them up to code. The pool permit was paid and a CPR, First Aid class will be offered by the Fire Department on June 7, 2015.
- Treasurer---Steve Morrow reviewed the financial statements and answered questions from the members present. We have \$64,557.93 in unpaid dues and assessments with approximately 141 members with outstanding balances.

Committee Reports:

- Grounds and Building---the road is being maintained by Three Men and A Mower.
- Lake Outflow Study---President Delahanty reported that we need to get permits to flush the pipe and line it with a smaller pipe and the total cost for both permits is the same as for a single permit.
- Lake Ecology Study---the next meeting is scheduled for May 30, at 2:00pm. Members of the committee are currently gathering information regarding testing the lake water and will come back to the Board at a future date with cost estimates and recommendations.
- Pool Maintenance and Improvement---currently working of resolving all remaining plumbing issues.
- Pool Operations and Safety ---Dennis Egan reported that the pool is on schedule to open on June 13, 2015. The pool is filled with water; showers are working, as well as pool heater and other equipment. Still working on some other small items but nothing should interfere with pool opening. There are two people who live in the Cove who can teach CPR and it would be good to have all pool volunteers learn CPR. One lifeguard has been hired and interviewing for two more. Both candidates are certified and the Committee recommends hiring them. The cost associated with the lifeguard schedule is covered by the budget. The railing by the ladder needs to be replaced and the Committee will make a recommendation, the approximate cost is \$750.
- Long Range Planning---Suzy Palmer reviewed her written report. (see attached)
- Bylaws Committee---President Delahanty reported that the Committee is making progress and should have the proposed amendments ready for the Board to review in the next few weeks.

- Social and Welcoming---Dennis Egan led a discussion regarding upgrading the signs at the entrance points for Admirals' Cove and several ideas were presented by Stephanie Schuemann a local artist. Dustin Frederick moved that the Board accept the recommendation of the Committee and commission Stephanie Schuemann to finish the project per the Committee's recommendations, second by Suzy Palmer, debated and approved (unanimous). Discussed picnic preparations for the Fourth of July and reminded all present that the Social and Welcoming committee meets every Tuesday at 10 am at the Shelter.

New business:

- Approval of Warrants---Treasurer Steve Morrow reviewed the warrants with a grand total of \$8,250.25. Dustin Frederick moved to approve the warrants as presented, second by Suzy Palmer, motion approved (unanimous).
- Status of Small claims suits---a suit has been filed against the largest debtor with a hearing scheduled for May 28th.
- Contract with Young Associates Project Services---President Delahanty reviewed the contract and the scope of the work. Young Associates would be hired as a non-resident facilitator for a feasibility study per the October 2012 member motion. Dustin Frederick moved that the Board sign the contract at a cost not to exceed the \$4,000 fee, second Steve Morrow, debated and approved with 5 ayes and one abstention.
- Pool Fees---Suzy Palmer reported on the pool fees for 2015 which will be posted on the website and sent out in a flyer. Dustin Frederick moved that the fees be approved as proposed by the Committee and presented by Suzy Palmer, second Fred Salmon, motion approved (unanimous).
- Exempt GTE lot---Steve Morrow reported that a lot on Dewey is owned by GTE/Frontier, used for utilities and is not taxed. GTE has not responded to billings from ACBC. Suzy Palmer moved to exempt the GTE parcel from dues, assessments and service charges as long as the property is tax exempt and owned by a utility with no residential use. In addition, ACBC will write off past charges on this property totaling \$655.76. Second by Dustin Frederick, debated and approved (unanimous).
- IRS 990 form--- has been filed.
- CPR class---a class is scheduled for June 7 and is limited to 15 participants for a \$25 fee. Dustin Frederick moved that ACBC pay the fee for all volunteers working at the pool who take the class. Second Fred Salmon, debated and approved (unanimous).
- Policy for individuals offering swim lessons, water aerobics etc. for a fee. ---General discussion regarding establishing a policy to cover this issue. Dustin Frederick will work with Suzy Palmer to develop a draft.
- New web domains---discussed additional domains and allowed members present to vote on their preference. No other action taken.
- Limited Use pool conditions---reviewed "Limited use" provisions. Pursuant to the bylaws, property owners in good standing and their families are entitled to use the pool.
- Credit Card and Square---Steve Morrow reported that using a credit card will not work for ACBC and therefore we will not get a credit card. In addition, discussed the use of "Square" as a

means of collecting pool fees. Steve reported that the cost of the service is a flat 2.75% for each transaction with the card present and was authorized to proceed to set up square for pool receipts at his discretion.

- Additional Signer for ACBC---Discussed adding another Director as a signer on behalf of ACBC. Mike Tenore was suggested but was not added as a signer. Signers must be Officers per the bylaws.
- Whidbey Water Service---General discussion regarding using WWS as the recipient for fees. This would be much more efficient than the current process. Board will examine alternatives allowed by the Bylaws. No additional action taken.

Unfinished Business:

The following items were reported on per the agenda:

- Proposals to upgrade the sign at 525 are currently under review
- Good Standing---reaffirmed that to be in good standing the property owner must be paid in full or up to date on an agreed payment plan.
- Culvert #5 under Byrd road has been replaced and the asphalt patch is expected to be completed by end of May.
- Document relocation ---many documents have been moved from the pool inner office to the storage facility.
- Sale of lot on Byrd ---taking steps to facilitate the sale of the lot to cover current owner's unpaid dues /assessments.
- Video camera---the installation has been completed.
- Volunteers ---still need volunteers in special skill sets.

Members Forum:

- A member asked about the definition of Limited use and cited the WAC 246-260-010#46. President Delahanty reaffirmed that ACBC would fully comply with the definition.

At 4:13 pm adjourned Board meeting and convened Executive session.

At 5:38 pm adjourned Executive Session and reconvened Board meeting.

At 5:38 pm the board meeting was adjourned by President Delahanty.

Respectfully submitted


Dustin Frederick, Recording Secretary