

**Minutes of ACBC Board of Directors**  
**ACBC-Whidbey.org**  
**March 23, 2016**  
**Special Board Meeting**  
**FINAL**

CALL TO ORDER

President Blankenship called the meeting to order at 7:05 PM for the purpose of developing the language for the Assessment Statement and enclosure letter to the members.

INTRODUCTION OF BOD

Present were Ed Delahanty, Suzy Palmer, Steve Morrow, Mike Tenore, Dennis Egan and Kurt Blankenship. Director Greg Behan was absent.

AGENDA FOR MEETING:

To review of the working language for the Assessment Invoice and enclosures.

DISCUSSION

- All agreed that the mailing will go out on or before April 15<sup>th</sup> and full or first payment will be due on May 15<sup>th</sup>.
- Content of the cover letter from the BOD should be finalized before April 5<sup>th</sup> to give us time for printing and organize mailing. It was agreed that the content of the letter should include:
  - ✓ Very clear payment plans but expresses our effort and feeling to remain flexible for those who may have difficulty paying.
  - ✓ Include confirmation of Judge Hancock's Final Rulings in both the Close and Wilbur cases and that "opting or separating out" is not possible.
  - ✓ A brief summary of what the pool refurbishment includes
  - ✓ A clear description of the payment options and how to initiate payment plan with WWS.
  - ✓ Assessment funds will be held in a separate account
  - ✓ Legal actions will be taken against members not choosing a payment plan and/or refusing to pay.

- Details of invoice format and wording were discussed and Steve will develop a template for printing.
- Whidbey Water Services will print statements for mailing committee.
- Payment Plan discussed:
  - Does ACBC want payment plan to reflect full balance due?
  - After September 2016 interest on unpaid balance will be billed quarterly.
  - Those currently on payment plan need to renegotiate with WWS because of assessment will need to be added to that plan. Interest will continue on “past due amount” but there will NOT be any interest in the first 6 months on the assessment amount. Members choosing to make one lump sum payment by the due date will receive 10 complimentary day swim passes for 2016 and 10 for 2017. Those choosing multiple payments within 6 months will receive 10 complimentary day swim passes for 2017.
  - Maria Chamberlain questioned the appropriateness of this accommodation for a 501 C 7. Discussion followed.
  - Pool passes are to be kept in a file in pool office.
- Dennis Egan has been checking County records against ACBC records with reference to the “perc classification”. Kurt will write a letter to send to property owners if such properties are identified. This letter will be sent before the Assessment is mailed.

*Meeting Adjourned at 8:00 PM by President Blankenship.*

Respectfully submitted,

A handwritten signature in cursive script that reads "Suzy Palmer". The signature is written in black ink and is positioned above the typed name.

Suzy Palmer, ACBC Secretary