

Admirals Cove Beach Club

ACBC-Whidbey.org

Board of Directors Meeting

04-17-2018

CALL TO ORDER:

Dennis Egan, President, called the meeting to order at 6:40 p.m.

Present were: Dustin Frederick, Vice President; Mike Tenore, Secretary; Karen D'Ewart, Treasurer; and Board Members Marty Lull and James Meek.

APPROVAL OF PREVIOUS BOARD MEETING MINUTES

March Board of Director meeting minutes were approved by email and have been posted.

PRESIDENT'S REPORT – Dennis Egan

Most of my reports will be given in Committee and New Business reports. However, I do have one announcement to make, Jennifer Wilder has resigned from the BOD and all committees because of health reasons.

OFFICER REPORTS

Vice President – Dustin Frederick

No report tonight.

Treasurer - Financial Report – Karen D'Ewart

Karen advised she had sent all of the Financial Reports in an email to all the BOD a couple of days ago and per the request at our last meetings, all of the Budget allotment to January 9th has been all front-loaded so you can see it dwindle down as we spend it. We have 15 payments plans but only 8 are in GS. All Payment Request Warrants must now be completely filled out as they will be going to Branch Services instead of her. Karen requests that all phone messages for her have the message transcribed. It takes her too long to listen to a message and decipher same.

As of now Dennis receives all the phone messages from (360) 678-5002 and then he forwards those requiring additional attention to the proper Board member. Discussion of BOD – they can all take turns listening to, deciphering, and forwarding to the appropriate person. (360) 678-5001 is for the Pool Office and no one is answering that number at this time.

May 1st is the anticipated transfer date to Branch Services.

Dennis asked when we would be transferring funds from our Heritage Whidbey Bank Unrestricted Account to the Reserve Fund account. Karen will get this information to Dennis.

Karen asked about the payment schedule for WMS. Dennis advised the contract states every two weeks for work done. First bill will be high because of demolition costs and a lot of purchases have been made.

Secretary – Mike Tenore

Mike advised the mail process is going smoothly. May 1st is anticipated transfer date to Branch Services. He suggests before the transfer date they (Karen, Dennis and Mike) all get together as routines will change and the process needs to be figured out before the transfer.

He thanked Suzy Palmer and Darla Allen for taking the meeting notes for him last month and tonight. He commented that not having to take notes allows him to participate in the meeting.

Mike also commented that Darla had provided the BOD a copy of the first meeting minutes dated May 18, 1970 which she had received from Elinor and Les Quinn, who in 1969 purchased property in the Cove. (In said minutes it was confirmed Admirals' Cove Properties had turned over the entire Beach Club facilities to the property owners at no cost. The minutes also addressed the dues to be owed by each property owner for membership in the Admiral's Cove Beach Club. Also addressed, in addition to dues, was a fee schedule for swimming privileges to use the pool). The May 18, 1970 Meeting Minutes will be posted on our website.

Webmaster – Katelynn Posego

Katelynn has been ACBC's Webmaster. She has resigned and has turned the ACBC Webmaster duties over to Heather Tenore. Katelynn presented a "Statistics report" update:

There are now 226 on the email blast chain. Originally there were 35 signups to the website. The number now totals 80. There was a problem with the website, it crashed. Katelynn had to create an entire new form and the website is now fixed. Google search website hits in 2016 totaled over 13,000; in 2017 hits totaled over 31,000 and as of the end of March 2018 the hits totaled over 43,000. In that she initially was receiving a lot of emails for the Admirals Cove Water District she added their contact information to the website. Emails can go to the Board which means everyone on the Board is included. Emails can go to individual Board members. Dennis asked if it was possible to list the Committees and individual committee members contact information and was advised this could be done. There was also discussion about clarification of posted phone numbers. All calls to the 678-5002 go to Dennis, but there needs to be a phone number listed for Branch Services and a description of what goes to them.

The unknowns (new Members) are at the end of the Member List as they may have only a parcel number or an address. No name. The Members that have sold their property have been taken off the Member List.

COMMITTEE REPORTS

Grounds and Building – Marty Lull

The trees have been trimmed on Lower Byrd. Many compliments have been received. There were 10 volunteers. A big thank you to **Joe Gallagher** being one of the volunteers and for the use of his commercial wood chipper and truck.

Lake Committee – Ed Delahanty

Pro Vac was here today from 8:30 am to 3:45 pm – 7 hours straight. Pipe looks sound but has a couple of leaks. While there weren't any obvious problems with the pipe, an engineer will have to review the video and give us a report. A video was shown of the camera going through the pipe. We need to start budgeting for an eventual replacement of the pipe. The permit we are applying for will be good for 5-6 years. There was a considerable amount of sand and gravel, some big rocks and clam and oyster shells on the bottom of the pipe as well as some driftwood. There was also a discussion about the variable tide gate section of the permit application; the BOD will await recommendations from the Lake Committee. Yellow public notice signs will be posted soon as part of the permit application process.

Pool Committee – Dennis Egan

Pool refurbishment is into its third week. He has one Change Notice and some Quotes to discuss with the Board.

The Change Notice is in the amount of \$642.87. This was for removing the old wood lockers from inside the pool area and taking down the fence. (Initially it had been hoped volunteers would be able to accomplish this). After discussion – Dustin made the motion to approve this Change Order. Mike seconded the motion. Motion received Unanimous approval.

Regards the "Quotes" Dennis asked if the BOD approves the Quotes will it agree he does not have to come back for approval with the Change Orders. After discussion – Dustin made the motion. Mike seconded he motion. Motion received Unanimous approval.

Quote #1 - \$2,499.94 – Run the propane tank line under the concrete to the new Equipment Room location. After discussion – Dustin made the motion to approve. Mike seconded the motion. Motion received unanimous approval.

Quote #2 – 4,667.00 – Bring pool steps up to code – 7 ½ ". Tear out and replace old steps. After discussion – Dustin made the motion to approve. Marty seconded the motion. Motion received unanimous approval.

Quote #3 - \$3,733.00 – remove flower bed planter on inside the gate and a portion of one of the planter boxes outside the gate and patch concrete. After discussion it was decided to go with "time and labor" instead of this quote. Dustin made the motion to go with "time and labor". Mike seconded the motion. Motion received unanimous approval.

Quote #4 - \$1,481.97 – 2 Lane Line Cup Anchors, SS, Asy and labor to install. Need at 5' level and also where we had in the past. The anchors need to be recessed. After discussion – Dustin made the motion to approve. James seconded the motion. Motion received unanimous approval.

Regarding Puget Sound Energy – power to the new Equipment Room from the Morrow pole – the estimated cost is more than \$20,000. It is not in the WMS contract. There was discussion but no motion at this time.

The Pool Committee would like to hire lifeguard Veronica Crownover for the summer. We would like her to be our Head Lifeguard when the pool opens for the short 2018 season in August. After considerable discussion the BOD decided the Pool Committee needed to come up with a task list plus for a permanent hire.

Budget and Finance

No report.

Long Range Planning

No report.

Communications

Dennis advised the Postcard had been mailed to all Members NOT in GS. He is hoping that the Newsletter and Ballot will go out at the same time, right after the first part of May. Karen emphasized that to be in GS (per our Standing Rules) 4 payments must be made on a payment plan account. Dues were due in March.

Bylaws

No report.

Nominating Dennis

Dennis asked the Nominating committee to find a replacement for Jennifer Wilder.

Government Relations

No report.

Tellers

No report.

Social – Mary Saurer Egan

No report.

Welcoming – Dennis Egan

Dennis asked who would be willing to take over Jennifer's job regards the Welcoming Packet for new Members. After discussion and explaining what was involved, James Meek volunteered to take the responsibility for same.

UNFINISHED BUSINESS

Bluff Pipe – Marty Lull

Marty is considering listing the remaining pipe on Craig's List. He will also contact BARC at the Coupeville Recycling location as well as the Whidbey Recycling location near Freeland. They could be interested in the pipe and possibly would pick it up.

Seeding on the Bluff – Marty Lull

The bluff was seeded by three tank loads of rye and clover today. The bluff by Monte's place was seeded twice.

Repair of Tide Gate and Outflow Pipe

Previously discussed under Lake Committee report.

Status of Pool Lawsuit

April 6th court date was postponed. No new date has been set. Discovery is ongoing.

WMS Drawings

Previously discussed under the Pool Committee Report.

Undeliverable Mail

Still trying to locate Members with undeliverable mail.

NEW BUSINESS

Leavitt Group Concerning Insurance Response Dennis

Dennis has been contacted and has been advised our new policy does not have a rider to cover alcohol related incidents. As of this date we do not know the cost of this additional coverage. When we do we'll have further discussion and decide if we should have this coverage.

WMS Quotes

Previously discussed under Pool Committee Report.

Appointment of new Director to replace Jennifer Wilder

Previously discussed under Nominating Committee report.

On line payments

As of now a Member can pay all or just one half of dues owed. All agreed it would be nice to have a more robust website which would allow partial payments to be made. Dennis questioned if it there was any way to pay any amount on line. Katelynn has agreed to continue to help should we decide to expand this section of the website.

Website

Previously discussed under the “Webmaster” presentation and “On line payments”.

Pool Fees

Dennis – This has to do with our Bylaws. The question has come up about charging Members pool fees. He said that according to our Bylaws *“Members, their Tenants and Associate Members are entitled to the privileges of the club if they are in Good Standing, subject to the rules adopted by the Board of Directors. In addition, families of the above (defined as parents, grandparents, children and grandchildren and their spouses/partners) are entitled to privileges of the Club. Other people will be considered invited guests” and may receive privileges of the Club when accompanied by one of the above, provided that all guests shall be required to pay fees for the use of the swimming pool as determined by the Board of Directors. Members Not in Good Standing are not permitted to use the club facilities individually, but may be a guest of a Member in Good Standing hosting a function at the Shelter (not including the use of the pool).*

The way Dennis reads this is we shouldn't be charging members to use the pool. **HOWEVER**, he points out the contents of the “first meeting minutes in 1970” – **1. Each property owner is hereby assessed \$10.00 for a 1970 membership in the Admiral's Cove Beach Club. The money will be used for the operation and maintenance of our facilities. Et al – 11. The Swimming Pool will open Memorial Day, May 30, and it is anticipated that it will be open six days a week through Labor Day, September 7. Regarding **Swimming Privileges**, the **following choices** are open to you, according to your individual situation, and in addition to the required \$10.00. **A. I wish to buy a season Membership to the Swimming Pool for my immediate family, including children ages 21 and under, living at home, for \$35.00 for the 1970 season.****

Dennis – I understand that the reason we charge to use the pool is to offset the costs. People that use the pool pay a little more than those that don't to use the pool. It seems perfectly logical to me but I believe it is in direct violation of the Bylaws. It has been suggested I go to an attorney. He believes the Bylaws can be changed so that everyone can understand them. He does not want to go to an attorney to find out what we are supposed to do.

Dustin believes we are okay in charging swimming fees because of our Bylaw language – Paragraph 1 - *“subject to the rules adopted by the Board of Directors”*. If we, the Board of

Directors, adopt a rule that Members pay an additional fee he believes we are good. Mike agrees that we do have the discretion over Members to pay a fee but not over guests.

Ed quoted from the May 1970 meeting minutes *“After several meetings, we of the Board have attempted to present you with a plan that accommodates all of your individual differences, and at the same time enables the pool to be used at its full potential, thus helping maintain your property value. We are aware of the fact that some property owners are not interested in using the Swimming Pool facilities at all, while others plan to use it frequently throughout the Summer. Therefore, we have established the following plan of operation for our Beach Club”*. Pool fees were in effect for Members and Guests from the beginning.

All were in agreement this matter would be submitted to the Bylaws Committee for review and clarification.

Transfer 2017 balance to Reserve Account

Previously discussed under the Treasurer report.

MEMBERS FORUM**

There is now a sign on the Shed that states firewood is for firepits only. Some community Members had been taking wood for use at home.

Heather Tenore, ACBC's new Webmaster, stated that our website should have a FAQ section. We need to determine the questions and answers. The Board requests suggestions. Mike has offered to email some recommendations to the Board. The answers will be agreed to by the BOD.

Mike also asked if the Board wanted him to put up the signs that were up last year regards the time the time the area was closed. This is to advise the Members and assist the Sheriff. The signs will be displayed again this year.

There were several positive comments from Members attending the meeting. Everyone was really encouraged about the pool refurbishment.

Meeting was adjourned at 8:30