

Admirals Cove Beach Club  
ACBC ANNUAL MEMBERS MEETING  
MINUTES FOR JANUARY 22, 2022

ACBC Notes 1/21/2022

2:12 call to order

2:12 Overview of meeting procedures; the meeting will be recorded; Zoom screen shows agenda; will review committee reports which will also be shared with the notetaker; after reports will be the members forum, team will answer to best of ability and follow up via email if unable to answer. Questions in the chat will be answered, but after the reports.

Board members will stay on after the meeting adjourns to select officers from the elected board members.

2:15 President's Report with Dustin Frederick: thank you and welcome. This year has brought positive changes, life in the Cove is still very attractive. New construction and home sales have been robust, increasing your home values; efforts of the board to maintain and upgrade the common areas are an investment in property value to all homeowners in the Cove; the reserve account is a major accomplishment thanks to Dennis's work on that project and will manage the financial needs of ACBC.

2:17 Vice President's Report with Ed Delahanty: status on the court cases we have; progress is slow with the 14 cases against those who are past-due; these 14 cases have been combined; one individual case has been decided in the club's favor, so we are hopeful that the others will come to the same result.

2:18 Dennis Egan will speak on behalf of Ben Robinett for the Treasurer's report: The club is in good financial condition. Expenses for 2021 for the most part came in under budget and income was higher than expected. The budget for 2022 was sent with the annual meeting notice. \$22,479 of excess funds from 2021 was applied to the 2022 budget to balance it so there will not be dues increase this year. The Reserve account now has over \$440,000 and with contributions in the next few months will have over \$500,000. The monthly balance sheets are all on the website under the financial tab.

2:20 Marty Lull with the Secretary Report: Duties of the ACBC Secretary: Weekly pick up the Club's mail from our post office box, log it, and deliver it to Branch Business Services. During the ballot and invoice periods, the mail is picked up twice a week. Mr. Ed Delahanty records the monthly Board minutes and posts them to the ACBC web site. A thanks goes out to Heather Tenore, for maintaining the Club's web site.

Marty Lull with the grounds report: biggest project in the last year was refurbishment of the gate to the pool. We normally take care of the roadways maintain the club's equipment. We are currently working to replace the windows in the shelter building. In Spring we will have a work party to clean up the

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playground; there has been a request to add a slide to the playground and we will be looking for bids for that. And we're always looking for volunteers to help out. Thank you.

- 2:22 Bob Wilbur with the Lake committee – not present, so we will move on.
- 2:22 Dennis Egan with Pool Committee report: Great swim season this year even with the Covid restrictions. We had 4,897 swimmers not counting the 221 swim lessons taught to the kids, bringing the total swims to over 7,000. We purchased new lounge chairs, pool furniture, umbrellas, and new lap lane floats. We are planning on a similar 2022 season with the pool open from Memorial Day weekend through the Labor Day weekend, swim lessons and pool schedule as we had last year. The Pool Committee is presently working on what the refurbished pool building will look like. Even though the refurbishment is 7 years away, we have been looking at different ideas and what they will cost, so that we can make recommendations to the board. I'd like to share that Caitlin Dennon our head lifeguard and most of the lifeguards from last year will be back for the 2022 season. There may be 3 openings, so please do send recommendations to me.

If you would like to be on the committee, contact us at [poolandmaintenancecomm@acbc-whidbey.org](mailto:poolandmaintenancecomm@acbc-whidbey.org)

- 2:24 Budget and Finance Committee with Ben Robinett: Ben is not available, Dennis spoke on his behalf. The budget has been approved by the board and it is up on the website. We're up 22,000 this year. All of the additions from the different committees were approved. I'd like to thank Ann Lehman who was a big help on getting that completed.
- 2:25 Long Range Planning Committee Report with Dustin Frederick: there have been no meetings b/c the key element for this planning is having the reserve account up to date so that we know what our capabilities are. When that is fully funded then the committee will move forward with planning
- 2:26 Communications Committee with Bob Payton: this committee is tasked with producing newsletters 3x a year sent out via email and mail. The physical newsletter mailers costs several hundred dollars to mail plus volunteer time. If you're willing to do your newsletter via email, please contact Branch services to give them your address. The ACBC bulletin to share important information between newsletters, and it is sent out only via email. Also, please check your spam folders.
- 2:28 By-Laws Committee report with Jack Burchard: there were no bylaws changes in 2021. There were changes approved from 2020 that were implemented; the bylaws are now updated and current on the website.

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Dustin, encourages the membership to use the website to see the club history and the information.

2:30 Nominations Committee with Mike Tenore: Thank you to our neighbors for stepping up to volunteer for the board, to thanks to everyone who has been able to do that; nominating committee will be fielding questions and providing answers questions about nominations.

2:30 Government Relations Committee Report with Kurt Blankenship: Kurt is not able to be here today and we will therefore skip this report.

2:31 Tellers Committee Report with Dan Britton: Steve will be standing in for the chair. 492 annual member voting packets were mailed to members in good standing; the ballot counting took place yesterday at the shelter at 1; thank you to the volunteers who counted the responses. 118 total valid ballots were counted which is 24% of the total sent; we had 11 packets returned unopened for invalid addresses; Sharon received 101 and Jack received 107. So thank you to our two new members for volunteering and welcome to Sharon and Jack to the board.

Social Committee with Mary Egan: Dennis will speak on Mary's behalf. There hasn't been much activity with the Social Committee this year due to Covid restrictions and lack of volunteers. We are continuing with Tuesday morning coffee from 10 am to 12 noon at the shelter. If you would like to take part and join the committee, it would be appreciated. Volunteers are always needed. Hopefully we can resume the Barbeques and activities in 2022.

2:34 Welcoming Committee with Jim Kunz: with COVID restrictions, most contacts are dropping of packets rather than face to face. We dropped off 36 packets in the last year. I will update the information the welcome packet to reflect the current year. I use Branch Services as the provider of info for new members, they get the info to me and I cross reference with other information people share with me so that way we don't double-up on welcome packets and pool passes.

Branch Services handles our billing and keep track of the business functions of ACBC.

236 Shore Armoring Committee with Ed Delahanty: As most of you are aware 62% of our Members voting on it approved the special assessment for Shore Armoring on November 6, 2021. The assessment will fund shore armoring to protect our refurbished pool, buildings and other common property from the increased windstorms and king tides which threaten them.

The amount of the approved assessment is \$380 for each regular lot and \$190 for each non-perc lot. Billing for the assessment will occur at the same time as the annual dues in January, but payments will not be due until the end of April this year. If they choose, members will be able to take advantage of several

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payment options that will be offered in the billing. Members may also pay in full in advance if they choose, by mailing a check to ACBC, PO Box 366, Coupeville, WA 98239, or by contacting Branch Business Services at 360-678-7543, noting their payment is for the Shore Armoring Assessment.

The project will be completed in three step by step phases.

- Phase I involves study of the shoreline environment along with investigation and analysis of possible alternatives for the armoring.
- Phase II will include selection and design of the final alternative and permitting. Many laws and regulations require numerous permits, inspections and agency approvals. After Phase II we will know precisely what the shore armoring will look like and timing to have it installed.
- Phase III includes the actual construction of the project on our shore. The Board hopes construction can be completed before next fall. The duration of the permitting process will be the biggest factor in meeting that timeline. Our best understanding so far is that it will not be a wall, but a sloping rebutment.

A Request for Quotation went out to 5 qualified firms on November 23, 2021. Two of the 5 responded with a joint quote combining their mutual skills to cover the complete three-phase project. One other firm provided a partial quote leaving off some key elements of the project scope. The remaining two firms failed to respond, even after a reminder.

The Shore Armoring Committee will (has) review the two quotes and submit a recommendation to the Board how to proceed.

The initial parameters of the project are described in the Geocoastal/Geotechnical Report posted on the ACBC website.

2:39 Member's Forum begins, open for questions:

Robert Payton: I've heard slide mentioned a couple times: one in playground and one in pool. Are we looking at 2 slides? Answer: hearing a bit for both and the board will look into it; the pool committee has recommended one in the pool, but it was not funded. When membership requests it we can look into it.

Robert Payton: another question regarding the reserve account is new, 3-4 years old, we can borrow from it. So I suggest we put into the bylaws how we can put money back if we do borrow from it. DUSTIN: We've been fortunate to have recovered dues and to have additional income from the pool, and more people paying dues than before. So we've contributed to the reserve faster than anticipated. And because we haven't had a dues increase. Your suggestion is sound and that makes sense to move it forward to the By Laws Committee who can then move it forward to the Board for approval.

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Debbie: I live on Faragut; the hill below we've noticed the lack of trimming and maintenance. We are concerned about the stability of the bank; what is the board doing for looking at the stability? DUSTIN: I'm not sure about the answer for that. I know we've had arborists look at the trees, because there are issues around destabilizing the bank if the trees are removed. There's more to it than what I know, so please email me. DEBBIE: yes, we were told not to maintain it and we're concerned about slides, so I'd like that to be on the agenda. I will send you a note.

Judith: regarding perc lots versus non-perc lots; the assessments on non-perc lots are half as much, but does that distinction still make sense considering the changes in technology with new septic tanks? DUSTIN: Good question. Please do send that question to me, but I know that a piece will be related to what the county is allowing. MIKE TENORE added that a lot is only buildable if it is PERCed. The county has no way to know if a lot will perc or not, so the landowner has to pay to assess that. Once the county has determined that the lot can be PERCed then the ACBC will adjust the rates for that lot. My past experience with the Club is that once the landowner has gone through the process to see if a lot will perc, then the county ups the value of the land and when the Club sees that value jump up then they change the designation for the dues category for that lot.

2:49 We have 22 members in good standing attending today. Our quorum is 50, so we're not at quorum and won't be able to make any motions.

Evelyn – what is “fully funded” for the reserve account? Each year there's a contribution. DENNIS: Each year there is a contribution. This year it was \$60,000. It's at the Board's discretion to put a portion of the dues into the reserve account; if that happens on a consistent basis then it is fully funded. If the board doesn't do that for one or more years, then it's not fully funded; it is a year-to-year change because it is based off of calculations of the assets; Evelyn confirmed that fully-funded changes based on the assets and she would like to know more details about how that is determined and defined.

Steve: Detailed survey on the pool: curious about the percentage of owners in good standing who used the pool. What I found was approximately 23.5% of members in good standing have used the pool. If you have ideas for how to get more members to use the pool let the pool committee know.

Also, would like to know more about the lake committee. The committee this year approved putting in a kiosk that will provide information on improving it. And then it addresses that property value will go up because of improvement to the lake. And finally that there is a possibility that they may request to pay about \$16,000 this year to clean up some bad algae. I'd like for someone speak to that.

DUSTIN: yes, you're right, we should share that out; I think the Lake Committee should do a in-depth report out. Managing the lake is difficult and unique. It has a

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lot of environmental restrictions and considerations that affect how we can use it. And there are some things that we can do to improve it and make it more enjoyable for all the community. I think we as a board should make sure that something goes out.

Robert Payton: the questions that were asked today, will the members be in on the answers and how? DUSTIN: if you're interested in a question and want to know the answer, please email into the Board the question and we will let you know the answer. I'd prefer not to email out the question/answer to everyone as many might not be interested, but if we have questions then we need to email Dustin.

Dennis makes motion to adjourn; Jim seconds. Meeting Adjourns 3:04.