

Admiral's Cove Beach Club Board of Directors Minutes

October 20, 2020

Zoom Meeting called to order at 6:30 pm

Board members present - via zoom conference:

Judy Briton, Ed Delahanty, Dennis Egan, Dustin Frederick, Jim Kunz, Marty Lull, Alicia Turner

September Minutes approved – via email.

PRESIDENTS REPORT

Kathy Winlund passed recently – condolences card sent. House fire on Perry/Halsey corner, completely destroyed home. A number of new houses currently under construction in the community.

OFFICER REPORTS

VICE PRESIDENT: No Report

TREASURER: Copy of warrants in sent out in recent email. Board members have reviewed.

Motion: Dustin - *Approve posted warrants, 2nd Ed, Approved by all.*

Pool Petty cash \$50.00, Pool Assessment collected \$29,731 this year, will be added to Reserve Account.

Unrestricted Account total \$87,899. Reserve Account \$331,358. Total \$492,487. D&O will show paid. Still need a treasurer!

SECRETARY: None

COMMITTEE REPORTS

GROUNDS AND BUILDING:

- Roof repair on shelter finished by Jeff, with shingles donated by Doug Fielding, beach "forts" taken down, septic service contacted, will call back on Monday. Advised that native grass should replace Scotch broom.
- Pioneer Tree provided quote to remove 3 trees down on lower bluff \$1,200.

Motion: Dustin - *Approve removal 3 of trees down on the lower bluff for \$1,200. 2nd Jim, Approved by all.*

- Pruning the alders, willows and evergreens obstructing view of Farragut homes view – per the arborist's description - for \$900 - will be acceptable once ACBC permit is modified to include the pruning.
- Marty will personally cover costs initially and recover cost as appropriate from respective homeowners.

LAKE COMMITTEE: No Report

- Dennis will provide a proposal for allowing boats powered by small electric motors on the lake for the committee to consider incorporating in the Lake Vision.

POOL COMMITTEE:

- Pool Building winterized, pool being pumped down so failed pool lights can be repaired. Estimates pending to fix lights. "Max" will be replaced as planned in this year's budget, some benches etc. need to be replaced for next season, recommended to fund from Reserve Account as planned – agreed by all.
- Since it's likely a significant assessment request to fund the anticipated Shore Armoring project will be presented to our Members in 2021, it will be difficult to propose smaller assessments previously discussed to more adequately fund the Reserve Account for planned expenses – notably a new Pool Building. With this in mind, after discussion it was estimated that the existing Pool Building will need to remain functional for 8 to 10 years. This will require budgeting for anticipated repairs to maintain the building in future years, starting with the 2021 budget.

Motion: Dustin - *Purchase chlorine now using 2021 budget. Jim 2nd. Approved by all.*

- Pool cost \$21,350 to operate, revenue this year was as good as prior years despite modified season due to Covid-19.

BUDGET AND FINANCE:

- Committees are requested to have their budgets in by November 20. Board members need to review budgets prior to December Board meeting – raising questions that may come up with Budget & Finance Committee prior to our December Board meeting.
- Agreed to fund Reserve Account from dues at planned \$44,780 in 2021 budget.

LONG RANGE PLANNING: Need Chairperson

COMMUNICATIONS:

- Next News Letter to go with Annual Meeting notice – end Dec/early Jan. Possible separate mailings for NL and Annual Meeting notice with Ballots.

Motion: Dustin - *Have Branch Business Service make a separate Excel spread sheet to track membership data.* 2nd Marty. Approved by all.

BYLAWS: Need Chairperson

NOMINATING: Signs announcing open director positions posted 2 weeks ago. Will be contacting last year's candidates not currently serving on Board to see if interested in running this year.

GOVERNMENT RELATIONS: No Report

TELLERS: Steve Kobylk will lead Tellers this year while training Dan Britton to take over for next ballot.

SOCIAL: still meeting via Zoom on Tuesday mornings.

WELCOMING: At least 6 new residents have received Welcome packets. All seem eager to be in community.

Soft Armoring:

- Bob Payton, Matt Jewett & Ed met with Meredith Penny of Island County Planning on September 25 to discuss our intention to implement shore armoring to preserve our community shoreline and protect ACBC facilities from future storm damage. She provided an outline of the steps we need to go through to ultimately pick a shore armoring plan and obtain the needed permits.
- Our first step will be to have a Geocoastal Report performed. That will indicate our shore armoring options.
- The committee will then review the options and make a recommendation to the Board for their consideration.
- After a decision is made on which direction to take, an engineering proposal will need to be prepared.
- Next both a Biological Site Assessment and a Habitat Survey will be required to evaluate the impact of the chosen design.
- Once the above steps are taken the appropriate permit applications can be filed for all necessary governmental reviews and approval.

- Cost for the Geocoastal Report will not exceed \$4,000. The Habitat Survey and Biological Site Assessment will cost around \$4,300. Other costs will become clear when the shore armoring direction is chosen.
- To begin the process we need authorization to proceed with the initial Geocoastal Report.

Motion: Dustin – *Proceed with the Geocoastal Report at a cost not to exceed \$4,500.* 2nd Jim. Approved by all. Dennis recommend not to initiate the permitting process until funding is approved by the membership.

Alicia Turner will be moving away from Admiral's Cove early November, shall we wait for next Board to appoint her replacement for the remaining year of her term – yes by all.

Thanks to Alicia for participating in our deliberations for the past two years – we wish her and her husband well in their new home.

UNFINISHED BUSINESS

Bylaw changes – Drafts will be ready for our review in a week or two.

Box Document Storage – Bob Payton ready to use.

Collection of Past Due Dues and Assessments -

Small Claims Court – of the 15 remaining cases, some requested trial. The first three have been referred to Superior Court by the Small Claims Court judge. All remaining will also be referred to Superior Court.

Annual Meeting (23 Jan 2021) – How to do in Zoom – Dave Fish can help – maybe webinar will work, Steve Kobylk had some suggestions on how to handle balloting if a vote comes up and will research alternatives.

New Business:

Financial Review – Ed contact firm in Oak Harbor, Dennis will get back to Dale

Executive Session (small claims moved to Superior Court)

Members Forum: None.

Meeting Adjourned at 9:00pm.