

# Admiral's Cove Beach Club Board of Directors Minutes

## April 21, 2020

Meeting called to order at 6:40 pm

Board members present - via Zoom video conference:

Judy Briton, Ed Delahanty, Dennis Egan, James Kunz, Marty Lull, Alicia Turner

Minutes from March 17 approved – via email. Ed will send to Heather T. for posting.

Marty will send the Annual Members Meeting Minutes as well.

### **PRESIDENTS REPORT**

Topics will be covered as meeting progresses.

### **OFFICER REPORTS**

VICE PRESIDENT: No Report

TREASURER: No irregularities noticed. Reports will be forwarded to Board members after the meeting.

Summary of monetary assets: Reserve Fund \$220,445 in CDs; Hardship fund \$1,650; Pool Assessments \$-9441; Pool Donations \$770; Erosion fund \$8,095; Playground 4,959; Pool \$1,201; Swim Scholarship \$162; Restricted \$36,953; Unrestricted checking 212,913. Total checking and savings \$477,706.

Monthly expenses normal.

SECRETARY: Mail pick up continuing normal for season.

### **COMMITTEE REPORTS**

#### GROUNDS AND BUILDING:

Lawn tractor serviced for the season. Mowing service for along Byrd will start next week, operate monthly. New basketball uprights primed, final paint soon weather permitting. Back flow preventer valve, septic system and fire extinguisher inspections to be scheduled in the next few weeks.

#### LAKE COMMITTEE:

To understand the feasibility of opening up the channel/ditch that historically ran from the north east end of Admirals Lake, roughly paralleling Perry Dr. and then continuing westerly to the drainage ditch on the east side of Highway 20, then via a culvert under Highway 20 to Crockett Lake; Ed & Kurt Blankenship tried accessing the ditch from adjacent to Suzy Palmer's house and at the end of Perry Dr. Access to the ditch at both points was difficult, indicating that any attempt to clear the ditch for drainage to Crockett Lake would be difficult, costly and likely not allowed by WCLT.

A brief evaluation of the feasibility of digging a new drainage ditch from near the mouth of the creek across the adjacent wet land to connect with an existing drainage ditch running to Crockett Lake appears feasible. Ed & Kurt will evaluate further with available on line maps to better understand possible routing directions for a new ditch.

#### POOL COMMITTEE:

Veronica is checking availability of life guards, getting necessary forms to those interested. Due to COVID 19 and possible continued social distancing requirements it's not clear if we'll be able to open the Pool for this season. As the weather warms the pool will be vacuumed and filled, the pump and chemical treatment systems will be brought on line to keep the water free of contaminants and algae. Water supply to the Pool Building will be restored. WMS Aquatics will be reminded they need to fix the check valve that keeps the main pump primed. We will follow all governmental regulations regarding opening and operating the pool as they are released. When understood, the Pool opening status should be posted both on the web site and on the Pool Building.

BUDGET AND FINANCE: No Report

LONG RANGE PLANNING: No Report

#### COMMUNICATIONS:

The News Letter is planned to go out before the end of May. Bob Payton must have brief reports from all committees for inclusion by May 15. All agreed that a bulletin batch emailed to members who've

provided their email addresses should be started. It would provide members with new info as it arises rather than waiting for the triannual News Letters.

BYLAWS: No report

NOMINATING: No report

GOVERNMENT RELATIONS: No Report

TELLERS: No report

SOCIAL:

Given continued Social Distancing and Shelter at Home directives the Memorial Day BBQ will likely be cancelled.

WELCOMING:

Jim needs better communication with BBS regarding new members, Dennis will pass request.

## **UNFINISHED BUSINESS**

Maintenance Permit

Dennis, Marty & Ed met with a certified arborist who will provide a report summarizing the intended tree and brush trimming along lower Byrd Dr. on both lake and bluff side. Arborist fee \$1,500 for report. Still awaiting report to submit to County Planning staff. Arborist also gave an estimate of \$2,500 for performing the above mentioned tree and brush trimming.

Reserve Study

Dennis asked that Board members study the modified Reserve Study he recently posted to be able to discuss options for presenting a multiple year assessment proposal to ACBC membership to adequately fund the Reserve Fund in the coming years. Dennis mentioned that if the Pool is not opened this year we move the resulting savings into the Reserve Fund, further reducing the overall amount of proposed assessments.

Box Document Storage

Board members are encouraged to start using Box Storage as a means to easily save important documents electronically.

Collection of Past Due Dues and Assessments

Dennis has contacted a lawyer recommended by our current firm to see if they are interested in taking over the legal collection of outstanding dues and assessments.

Small Claims

Due to COVID 19 restrictions all Small Claims Court activity is on hold. May restart at the end of May.

Roof shingles

Marty will contract a roofer to check the Shelter roof for lost shingles and provide an estimate if work is needed.

Tree down on Bluff

Dennis asked Board members to review the position of the tree for discussion at next meeting. One arborist suggested leaving, another thought best to remove. Some concern about working on the bluff surface when removing the tree trunk lying around 30ft up the bluff.

## **New Business**

Due to COVID 19 Social distancing and Shelter at Home directives, the shelter will remain closed as long as above government directives are in effect. No future reservations will be made until directives are lifted.

Concern was raised that ACBC website needs refreshing and possible simplifying. Sandy Johnson who does a good job on the Coupeville Lions Club website could revise the ACBC site to be more user friendly while removing out of date notices. Dennis will discuss further with her to see when she could start.

The parliamentarian who was unable to support ACBC at the Annual Members Meeting due to cancellation of the Pt. Townsend Ferry had asked for full payment of the \$500.00 fee. After some discussion:

**Marty made a motion that "We pay \$300 for services rendered in preparing for and attempting to attend but missing the ACBC Annual Members Meeting due to cancellation of the Pt. Townsend – Coupeville ferry on the meeting date." Jim seconded, no further discussion, all present approved.**

A Lions Club member picks up trash along sections of Highways 525 & 20, is asking if any Admirals Cove residents would be interested in helping in nearby areas. His contact info will be provided in the News Letter for anyone interested to get in touch with him.

Meeting Adjourned at 8:04 pm.