

**Admiral's Cove Beach Club
ACBC-Whidbey.org**

**Agenda for Board of Directors Meeting
06-20-2017**

CALL TO ORDER:

President, Kurt Blankenship called the meeting to order at 7:03 pm

INTRODUCTION OF BOARD:

Present were: Kurt Blankenship, President; Dennis Egan, Vice President and Directors Greg Behan, Marty Lull and Jennifer Wilder

APPROVAL OF PREVIOUS BOARD MEETING MINUTES:

Already approved by email

PRESIDENTS REPORT: Kurt Blankenship

Kurt stated he would talk about the meeting with the Lake plaintiffs further down the road.

OFFICER REPORTS:

VICE PRESIDENT: Dennis Egan

Dennis said he had no report, but had a question – “When will the Newsletter be sent out”. He said it would be nice to get it out before the 4th of July. Kurt said he would seek input from the Committee Chairs and Pool Office, requesting their input no later than the end of the day on Sunday and he will put it together, add his own comments and then we can get it emailed and printed.

TREASURER – FINANCIAL REPORT: Karen D'Ewart

Kurt advised Karen was on vacation. Kurt doesn't know how to do the Summary Report Karen does on Quick Books. Dues and assessment money continues to trickle in. Money is being received from Escrow Companies and we have received seven or eight requests from Escrow Companies for transfer and monies owed.

Submitted and approved disbursements were: Marty Lull - \$609.87 window and work party clean up. Dennis Egan - \$538.37 printer ink, pool and BBQ picnic supplies and Shelter parts; Dennis Egan - \$158.46 paint, ice for BBQ and lunch for volunteers; Dennis Egan - \$140.00 and change for playground swing chains, lock and hasp for Shelter and pool office cabinets; \$_____ Peggy Warren – rental of equipment/tractor to level/grade parking lot and Mike Tenore - \$49.00 for stamps.

SECRETARY: Mike Tenore

Kurt advised Mike and family were on a trip. Kurt wasn't given anything to report.

COMMITTEE REPORTS:

GROUND AND BUILDING

Marty Lull, Chairman, advised there had been four work parties this Spring but there was not much of a volunteer turnout. Kurt asked if he had any idea as to how to get more volunteers. Should we provide swim passes to motivate people? But then someone would have to keep track of hours. Sign in sheet? Kurt suggested we reach out to teenagers – 15 to 16 years of age. Committee Chairs would decide who earns a swim pass. Motion made and seconded and passed unanimously.

Dennis advised the siding on the pool building has to be replaced. The sill is rotten. The siding has been primed. There have been no volunteers to take on this task. One would have to be good at carpentry. Involves exterior wall on pool building. The wall contains propane, electrical items, studs and pipes. Kurt suggested Dennis or Marty send Katelyn an email explaining what all needs to be done – what is involved and ask her to put out an email blast. This is a repair. Replace sill plate. Dennis commented that it was in the budget to have repaired but the money had been removed with the idea the work would be done by volunteers. We may have to hire someone.

Marty also advised Gary Winlund had smoothed out the parking lot. The merry-go-round needs to be painted. They have replaced the chains on the swing set and we now have a toddler swing. Doug Fielding and Marty trimmed the lower roadway and also lubed the tidegate. Marty went into Seattle to get another plexi-glass panel for the broken pool fence window – second vandalism issue –

and Dennis installed same. Surety Control has been here and sprayed for the ants. There will be no extra charge for the rodent boxes which they will put outside the fence.

LAKE OUTFLOW and LAKE ECOLOGY

Mike on vacation.

POOL MAINTENANCE AND IMPROVEMENT and POOL OPERATION AND SAFETY

Dennis Egan – the battery in the alarm system went bad and had to be replaced. The pool cover arrived today, but wasn't put on tonight because of the predicted windstorm. Three doors have been replaced. We are working on the two locker doors that need to be replaced. The lifeguards have pressure washed the inside fence and the foam has been replaced on both railings at each side of the pool. We now have the paint to finish painting the rest of the inside fence. The paint is the same color as the side already painted. The pool pump needs to be replaced. Dennis requests an okay now to purchase same. We need to have it on hand so when the pump does go out we can replace it immediately instead of having to order one and wait until it arrives. The money is in the budget - \$5,000.00. Dennis received the OKAY to purchase the pool pump. The heater has been serviced. Cleaned completely. L & I will be here tomorrow for their inspection of the hot water tanks, et al. The Health Permit has been received.

BUDGET AND FINANCE

Kurt – Karen has emailed the people who signed up and are interested in being on the Budget Committee. The meetings will start this summer.

LONG RANGE PLANNING

Dennis – no one has stepped up to chair this committee. Kurt requested Dennis keep trying to find a chair.

COMMUNICATIONS

Kurt – No comment.

BYLAWS

Kurt – Nothing.

NOMINATING

Kurt – Mute.

GOVERNMENT RELATIONS

Kurt – Mute.

SOCIAL AND WELCOMING

Dennis – SOCIAL – Good turnout for the Memorial Day BBQ and potluck – nice weekend – approximately 180 people were there. We will have another BBQ and potluck scheduled on Tuesday, the 4th of July. There continues to be a good turnout for Tuesday Morning Coffee. During the summer, the Thursday “Game Night” has been cancelled. Friday night at the “Movies” will continue.

Jennifer – WELCOMING – Welcoming packet has almost been finished. Everyone agrees it is very impressive. Kurt suggested using the printing place in Freeland. Print 50 packets. Jennifer prefers to have the new owners’ names rather than mail to “New Owner”. Kurt advised sometimes it takes a couple of weeks before we know the owner’s name. She also hopes to get gift certificates from merchants to include in packet. Restaurant information, menus, etc. will be obtained by Jackie and Kurt and will also be included in the Welcoming packet. Kurt will copy and email information for new owners’ names when he receives them from Escrow to Jennifer. A motion to approve was made and seconded and unanimously approved.

UNFINISHED BUSINESS

Bluff pipe – Marty/Dennis – Nothing new. Kurt will have Katelyn send out an email to bluff owners regards wanting/using the pipe – the clock is ticking.

Seeding on the bluff – Marty has received three different bids from one vendor – a Sod Farm in the Mt. Vernon/Burlington area. There are very few hydro-seed businesses in the area. This Sod Farm does work for the State DOT. The County had previously recommended seeding the bluff. Bids to seed only the bluff property owned by ACBC range from \$1,800.00 to \$2,200.00. To seed the complete bluff, we would need the homeowner’s permission and the cost would be much higher. Best time to seed would probably be in the Fall or Spring. The hydro-seed would be blown from the bottom of the road up the hill on the bare spots. Marty will contact the Mt. Vernon/Burlington firm and see

about scheduling the hydro-seeding for early Fall or early Spring. We want to get the best result so we need to know the best time to seed. We also will contact the bluff property owners and hope for their participation. This information on seeding the bluff will be added to the email sent to the bluff owners about the pipe. The money would come from the Reserve Fund for the bluff. We will discuss this further, under Unfinished Business, at the next Board meeting.

Transferring some treasurer tasks to bookkeeper – Kurt – At the last Board meeting Karen asked about transferring some of the Treasurer duties to the bookkeeper. Jennifer stated that taking the Quick Books class is not expensive. Kurt stated that hiring a permanent bookkeeper was a possibility. We would have to pay someone. We would have to include this in the budget for next year. It would carry over from Board to Board. There's very little money in the budget for this. Hopefully the dues will continue to increase. Yessi is doing a fine job. The Treasurer has the most time-consuming job among the Board positions.

Dennis stated we need someone to answer the phone – 678-5002. A lot of calls are coming into the 678-5001 number. The suggestion was made to leave a message on the 678-5001 number to call the 678-5002 number for non-pool related issues. Kurt and Dennis are the only ones at this time that are manning the 5002 number.

Dennis also asked about our Admiral's Beach Club Facebook page. Kurt advised we do have one we own. Katelyn advised Kurt that when searching on Facebook our Facebook site would appear first.

Regards the paper signs that have been posted – “THIS AREA IS CLOSED AT MIDNIGHT. ANYONE UNDER 18 USING THE FIRE BOWLS MUST BE ACCOMPANIED BY AN ADULT MEMBER OF ACBC. ACBC BOARD OF DIRECTORS”. Kurt will order metal signs. The Standing Rules will be modified to include the addition of said signs.

Business cards – Jennifer – The cards are free. 100 will be ordered when Jennifer gets the okay to order same. They will have the new ACBC symbol, Admiral's Cove Beach Club, Board of Directors, P.O. Box address and 678-5002 phone

number. She would like to use the cards for the business merchants for possible coupons to include in the Welcoming Packet. Jennifer was given the OKAY to pick up the cards.

T-shirts – Jennifer will pick up the shirts on Friday. She ordered just 2 in each size – Youth XS; Youth S; Youth M/M; Adult S; Adult M; Adult L and Adult XL. She also ordered two long sleeve shirts. Minimum order is 12. Donation. \$10.00 for youth. \$15.00 for adult. She has the rope and clothes pins and will hang them in the pool entrance area. There was a lot of discussion as to where the shirts would be sold. It was agreed they would be stored and sold at the pool office during the pool season. The pool volunteers can take orders. Kurt asked Jennifer to post on our Web site and the Facebook site. The t-shirts can also be sold at the Board of Director's meetings. Jennifer will handle the orders and collect the donation money and forward to Karen during the other months. Where they will be stored will be decided at a later date.

Repair of tidegate outfall – Dennis – We need to repair the outflow pipe. We need to schedule the tidegate repair. The repair needs to be done at low tide. Kurt advised his stepson would be here next week and could possibly help. Permit is good for 60 days contingent upon us submitting a final solution for at least that repair. We need to submit a final solution/permanent fix. Permit is in "two" parts. Solution now is for just "one" part. Kurt will discuss with Ed. This should allow us to do a temporary patch.

NEW BUSINESS

Vandalism – Kurt – Sgt. David Dennis stopped by Kurt's house and they discussed the vandalism caused by the two kids. Both kids have now admitted to doing the damage. Both are Special Needs teenagers. Both sets of parents want to make restitution. Sgt. Dennis asked us to consider having the kids work for us. He doesn't want to charge the kids. A meeting can be facilitated with the parents. We can draw up a simple agreement for the parents and kids to sign. Both kids and parents want to apologize for the vandalism damage the kids caused. This is the first report of trouble by the kids. Both are freshmen. ACBC can be a role model in the community. Doug Fielding volunteered to supervise them. He has had experience in this regard. Kurt advised the work/tasks to be done by the two teenagers would be decided by Dennis Egan and Marty Lull.

Meeting with Lake Plaintiffs – Kurt had suggested the date of June 29 for a meeting with the Lake plaintiffs but that date did not work for them. The Board discussed two other dates and the date agreed on is July 2nd. Kurt will email this date for a meeting to the Lake plaintiffs.

Light pole for fire pits – Kurt – camera – dawn to dusk light. Dennis questioned as to whether or not the Shoreline Management would allow this. Would we need a permit? Pole with lights. Lights in fire pit area? Need to be high enough so they cannot be vandalized. Aluminum pole would be permanent. CK Electric was here. Will give us a quote. We need to get a quote from another electrician too. More exploring to do. Ordinance? We still have six or more cameras to install in other places. Around the Shelter? Need volunteers.

MEMBERS FORUM

Prior to the BOD Meeting being called to order Greg Behan asked if the AED had been stolen as it wasn't in the case in the Shelter. Kurt and Dennis explained it had initially been decided that during the months the pool was open the AED would be kept in the pool office. Greg suggested a sign be put in the Shelter to that effect. A sign will be put in the Shelter.

Susie Petterson advised there was a new regulation this year for fishing – there will be no fishing for salmon from boats. Salmon season: July 15 – August 15. We need a metal sign that says ACBC MEMBERS ONLY. Kurt will look into this. He does not want Members or their families getting into trouble if they ask people not to use the beach. Kurt will check out having PRIVATE BEACH signs made – one for each side of the pool. ACBC owns the tide rights. Susie Petterson and Suzy Palmer will design ACBC tags for Members to wear around their neck while fishing on our beach. This plan of action will hopefully keep people from fishing from our beach. Fishing, this year, will be only from the shoreline.

ADJOURNMENT TO EXECUTIVE SESSION

Regular Board Meeting was adjourned at 8:47 pm to Executive Session.