

# ACBC Board of Directors Meeting

March 20<sup>th</sup>

## **CALL TO ORDER**

Dennis Egan, President called the meeting to order at 6:30

Present were: Dustin Frederick, Vice President; Mike Tenore, Secretary; Karen D'Ewart, Treasurer and Board members Marty Lull and Jennifer Wilder.

## **APPROVAL OF PREVIOUS BOARD MEETING MINUTES (correction needed)**

Approved and posted on the website. After the original post an error was brought to the Board's attention. Under the Lake Committee report Dustin Frederick was the Board member that made the motion (not Ed Delahanty) to obtain the Conditional Use Permit and seconded by Karen D'Ewart. Mike Tenore advised the meeting minutes on the website have been corrected. Minutes were approved as corrected.

## **PRESIDENT'S REPORT**

Dennis advised he would be making his comments under Committee reports and other items on the agenda.

## **OFFICER REPORTS**

**VICE-PRESIDENT:** Dustin Frederick

No report.

**TREASURER – FINANCIAL REPORT:** Karen D'Ewart

In summary it was a light month for expenditures, but a heavy month in processing checks because of dues monies coming in. She just returned from a two-week vacation and didn't have time to do the "Dues-Fees Balances", the "Lots" or the "Standing" and "Assessment" status.

Dennis commented that he thought there was a problem on the Budget under "Dues and Membership". He does not believe the amount shown of \$34,152 is correct. Karen advised the amount of \$34,152 was just for the month of February. She suggested the Board discuss and decide at a later date how

To present this information in the budget.

**SECRETARY:** Mike Tenore

No report.

## **COMMITTEE REPORTS**

### **GROUNDS AND BUILDING:** Marty Lull

Marty advised he changed the “Admiral Sign” posted at the entrance from Highway 525, to Admiral Dewey. The window that the wind blew out of the pool fence has been replaced.

**Doug Fielding** was thanked for organizing and cleaning up all the equipment for the season. 3 Men and a Mover started mowing this month. Three signs, one at each of the entrances to Admirals Cove, have been posted notifying every one of the work party scheduled for Saturday March 24<sup>th</sup> at 9:00 am. The roadway will be trimmed. We have the use of a chipper. Lower Byrd will have to be closed for a portion of the day. Marty will put out signs – one at the top of Lower Byrd and one on Keystone at the Club parking lot. It was suggested that one also be put at the beginning of Keystone.

### **LAKE COMMITTEE:** Ed Delahanty

A Conditional Use Permit with a check for an additional \$515.00 over the regular Shoreline Permit will be submitted to Island County soon.

The Pro-Vac did a sight survey early last Fall but need to revisit in early April prior to scheduling flush and inspection of the outflow pipe. Tides will be ideal the week of April 16 for flushing and video inspection of the outfall pipe. Lake Committee members will meet with Island County on April 10<sup>th</sup> at which time he hopes to get input on an adjustable invert. Tides will be low during daylight hours for these 2 weeks. Tides will be low during daylight hours for the first two weeks of April.

### **POOL COMMITTEE:** Dennis Egan

W.M. Smith of Ellensburg has been appointed by the BOD to be the pool contractor. The architect had completed most of the drawings but the Pool Committee has suggested some changes. The revised plans will need further review and a “sign off” by ACBC and WMS. When the final drawings have been received, Ron Young will fast track through the County for the needed permits. Permits will take approximately six weeks for County approval after which construction can begin. Pool refurbishment will take approximately 6 weeks from start date, anticipating completion sometime in August. The Pool Committee has not discussed pool fees but will do so after construction starts and will adjust the swim fees accordingly.

### **BUDGET AND FINANCE:**

No report.

### **LONG RANGE PLANNING:**

We are still looking for a chair for this committee.

### **COMMUNICATIONS:**

Dennis advised the Committee met last Saturday, March 17<sup>th</sup>. Discussions included:

- (1) sending out a Spring Newsletter
- (2) sending a postcard to notify all members to check on their membership status
- (3) sending a ballot to reverse the vote regarding the purchasing of heat pumps this spring without the anticipated additional assessment.

**Newsletter:**

An email has been sent to all Committees requesting information for the newsletter. The verbiage will be double checked by the BOD for clarity and understanding before publishing.

**Postcard:**

The Communications Committee will spearhead the mailing of the postcard. This committee will put a rough draft of the postcard together and submit it to the BOD before mailing. The question was asked if there would be any mention of heat pumps on the Postcard. It was decided the heat pump information would be sent in the Spring Newsletter (deadline April 18). Because of this timing it was suggested to send the ballot out **after** the Newsletter is mailed.

**Ballot:**

A full discussion of the BOD followed indicating their desire to clarify why the heat pump purchase is beneficial to the club so that the membership may fully understand what is being proposed. The Spring Newsletter will go out the middle of April after the next BOD meeting. The ballot could go out with the Summer newsletter. The next Communications Committee meeting is April 7<sup>th</sup>.

**Comments:**

The Postcard should inform Members the rules to be in GS. It should encourage Members to be in GS in order to be able to vote. There were comments made about members waiting to hear the outcome of the Court case before paying back dues or paying the Pool Assessment. Dustin questioned the amount of time being spent on a small number of NGS members. He believes it is each Members responsibility to know their status. Karen advised we have around 590 total members but did not have latest count on NGS.

Dennis stated the BOD wants to smooth the discontent happening in our neighborhood. A discussion followed regarding the best way to communicate with the members. Postcards would have general information/communication advising that a ballot will be sent and to be able to vote you must be in GS and advise what is required to be in GS (if they have questions, to contact Karen, the Treasurer). Karen will send verbiage to the Communications Committee and BOD regards being in GS. She also suggested using a hot pink or bright yellow postcard. Several comments were made about sending the postcards to only those NGS. There is no reason Members in GS need to receive a postcard. This will save money spent on postage.

**BYLAWS:**

No report.

**NOMINATING:**

Dennis advised that a couple of more directors were needed on this Committee. Mike Tenore said to add his name to this committee list.

### **GOVERNMENT RELATIONS**

Dennis advised that this committee, according to the Bylaws, should make recommendations to the BOD regarding issues such as: speeders, chuck holes, washed out ditches, etc. The BOD would then send a letter to the proper County department. Discussion followed regarding the issue of speeders and the BOD encouraged individual members to call the Sheriff's Department. There was discussion about getting an electronic sign showing ones' speed but Dennis advised the Board would not be purchasing one. There is only one sign in the Town of Coupeville. The County owns and places this sign.

### **TELLERS:**

No report.

### **SOCIAL:**

Dennis advised that Tuesday morning coffee is going well. He also advised that if the pool was closed on Memorial Day and the Fourth of July, they would still have the annual BBQ/potlucks on those holidays.

Joan and Bob Pickerill's daughter advised at Tuesday morning coffee that her mother was coming home from the hospital hospice on Thursday and that she had advanced cancer. Dennis advised he would deliver flowers and a card from the community.

### **WELCOMING:**

Jennifer – slow right now.

### **UNFINISHED BUSINESS**

#### **Bluff Pipe**

Marty is still trying to get rid of remaining pipe.

#### **Seeding on the Bluff**

Marty is trying to get ahold of Lefler. The seeding should be done the first week of April. ACBC Water District will provide water, at the cost of \$25.00, to protect lake (aka Admirals Lagoon).

Signs will be posted that Lower Byrd will be closed during the seeding of the bluff.

#### **Repair of Tide Gate and Outflow Pipe**

Previously discussed under Lake Committee report.

#### **Status of Lawsuit**

There is a hearing, in Coupeville, on April 6<sup>th</sup> at 9:30 in Judge Hancock's courtroom.

#### **Consideration of Wave Broadband Microwave Proposal**

Nothing to report – Wave has made no further contact with ACBC.

### **W.M. Smith Drawings**

See comments under Pool Committee report.

### **Undeliverable Mail**

Mail was again sent to updated addresses but has again been returned. Secretary Tenore is trying to find these Members (the County may be as well).

## **NEW BUSINESS**

### **Leavitt Group Concerning Insurance**

We have received a quote of \$8,343.61 from the new carrier recommended by the Leavitt Group.

We can add “terrorism coverage” increasing the premium to \$8,737.72. After Board discussion, Dustin made and Karen seconded a Motion to accept coverage without terrorism rider.

Unanimous approval by BOD.

### **Appointment of new director to replace Greg Behan**

James Meek, the person suggested to replace Greg Behan was in attendance and was introduced. After discussion and questions a motion was made, seconded and passed to accept James Meek as the new Board member. James Meek was seated with the BOD.

### **On line payments**

A member attending meeting was very upset that he was unable to make an online payment. The difficulty arose because individuals must sign up as a Member on the website before paying on line. There had been a problem with the website for over a week. Dennis advised the problem is now fixed so members can go online and pay dues.

### **Consideration of Branch Services Proposal**

Karen and Dennis met with Branch Services. The cost for their services will be \$2,100 more than the budgeted amount of \$9,100.00 but the services they will be providing justify same. The BOD is looking to improve services. The services Whidbey Water provided were discontinued in 2016. We are now considering hiring Branch Services, in Coupeville. Dennis reported that their proposal was higher than expected and does not include financial reviews. They would take on all the paperwork, bookkeeping, invoicing, payroll services and processing of monies. ACBC Members will be able to call or email them for answers to questions they may have on their accounts. The goal of hiring an outside contractor is to provide continuity of the Treasurer’s duties from year to year by contracting invoicing, book keeping and day to day operational services. Karen recommends that the Board approve the hiring of Branch Services. After discussion, it was moved by Karen, seconded by Marty and unanimously passed that a contract be signed with Branch Services. Transition is anticipated for mid-April. This information will be in the Spring Newsletter.

### **Heat pump ballot**

Ed Delahanty suggested a postcard should be sent before the ballot is mailed. clearing notifying the members a ballot will be sent regarding the heat pumps. Steve K, from the floor, emphasized how important it is for all of the membership to know where the additional money was coming from. There was discussion as to whether or not it was necessary to send the postcard to members in GS. Postcards should go to those Not in Good Standing. This was a repetition of an earlier discussion.

### **Website**

Dennis advised we need to find a new webmaster. Katlynn Posego, our webmaster is resigning. She will be having a child soon and also has another job.

### **Governmental Committee**

Previously discussed under Government Relations.

### **Associate Member fee**

Dennis advised that the Pool Committee had recommended a fee of \$300.00 be charged for Associate Members in 2018 and also agreed to a reduced fee of \$150.00 this year because the pool may not be open until August this year. All fees will be pro-rated for everyone. After a lot of heated discussion from the floor and the board, the motion was made by Dustin and seconded by Mike to accept the Pool Committee recommendation of \$150.00 for the Associate Member fee. The vote was 5 to 2. The motion passed.

### **MEMBERS FORUM**

In depth discussion about the issues regarding past history of being an HOA and perception that members are being “forced to pay”. Anger was expressed regarding the issue of voluntary participation in the club. There was support from members to improve ACBC Board communication with all members.

**Meeting was adjourned at 8:25 pm**

**Board went into Executive Session**

Respectfully submitted,

Mike Tenore, ACBC Secretary  
Notes by Darla Allen and Suzy Palmer