

Admirals Cove Beach Club ACBC-Whidbey.org

MINUTES FOR BOARD OF DIRECTORS MEETING 05-16--2017

CALL TO ORDER

The meeting began at 7:05 pm. Board members present were Kurt, Dennis, Karen, Mike, Marty and Jenny. Greg was absent.

INTRODUCTION OF BOD

APPROVAL OF PREVIOUS BOARD MEETING MINUTES

(already approved by email)

SPECIAL REPORTS:

WEBSITE: Katelyn reported on the new ACBC website: We are currently getting 20,000 hits a month, with 25% going through to the site. She is working on search optimization, an email blast and online payments.

YOGA CLASSES: Aurora Anderson gave a presentation regarding possibly teaching Yoga in the shelter. She is considering one hour sessions evenings and weekend mornings, and will charge. She has charged \$10 in the past. The Board will discuss what to charge her for use of the shelter. For members and non-members?

FIREWISE: Presentation on fire prevention program called Firewise. Kelsi Franzen and Ed Hartin delivered it. There was discussion of how ACBC could become a designated Firewise Community and whether doing so might provide members with a discount on homeowners insurance. Visit the Firewise website at www.whidbeycd.org/firewise/

PRESIDENTS REPORT: Kurt Blankenship: Covered in Unfinished and New Business.

OFFICER REPORTS

VICE- PRESIDENT: Dennis Egan: No report.

TREASURER - FINANCIAL REPORT: Karen D'Ewart: Karen is finding that the financial statements are fairly static month to month. She is working on making the process more efficient and streamlined. See the separate monthly financial report.

SECRETARY: Mike Tenore: Mike has found that it is more cost effective to send the mailed payments and invoices to Karen via USPS instead of FedEx.

COMMITTEE REPORTS

GROUNDS AND BUILDING: We now have two boxes to use to dispose used needles. For now they will be either in the pool office or the pool bathrooms. We had a backflow test and we passed it. We also had the septic collection box inspected and it looked good. It was recommended that a riser be installed.

~~A motion was proposed and passed unanimously by the Board to have a septic riser installed. The cost cannot exceed \$400.

The recent vandalism was discussed. Windows of the pool area and fireplace shelter were broken, and the open bathroom had the toilet plugged. Marty estimated that there was \$1,200 worth of damage. The Dumpster and basketball court were also spray painted in a separate incident. Installing additional cameras, signs and motion sensing lights was discussed.

~~A motion was proposed and passed unanimously to purchase new Plexiglas to replace the broken panes. The cost cannot exceed \$800.

LAKE OUTFLOW: : We are very close to securing an emergency permit to repair the open hole near the end of the outfall pipe. That permit will tie into the larger permits required to replace the outfall pipe. An engineer, pipe installing company and environmental consultant have been identified to possibly be used to put together a plan and estimate to present to the county to begin the permitting process. There was also a discussion of the building algae issues in the lake.

LAKE ECOLOGY

POOL MAINTENANCE AND IMPROVEMENT: The committee is working hard to ready the pool for the upcoming season.

POOL OPERATION AND SAFETY: Lifeguards are being lined up, and other preparations, for the upcoming season.

BUDGET AND FINANCE: Will begin meetings soon.

LONG RANGE PLANNING: Needs a committee chair.

COMMUNICATIONS

BYLAWS

NOMINATING

GOVERNMENT RELATIONS

SOCIAL AND WELCOMING: They are putting together welcome packets for new members. Game and movie nights have been lightly attended, but the Tuesday coffee meetings are going strong and are well attended.

UNFINISHED BUSINESS

The Board is talking to companies that can help collect past due money owed to ACBC. There was a discussion regarding our insurance companies and if we should look for a new one. The Board is considering consolidating the check issuing process. Jenny is working on ACBC business cards and a seasonal logo to go on shirts that will be sold at the pool this summer.

Bluff pipe

Collection efforts for 2012-2013 balances

Signing of policies by new Board members

Code of ethics

Conflict of Interest

Document management Policy

Whistleblower Policy

Status of website

Email blast for Cove members

Possibility of changing insurance agents

Filing protocol

Process for approving checks

Business cards

NEW BUSINESS

ACBC will go to semiannual statements. We will post on the ACBC website the letter we received from the Navy regarding our water and possible chemical pollutants. Tests showed that the chemical in question was below the EPA standard. There was further discussion on how best to streamline the overall process of the Board. Hiring a professional management company was discussed to provide continuity with the treasurer/bookkeeping process, (even in changes in the BOD in the future); a professional handling financial and other admin tasks instead of a volunteer. It would be a reliable agent giving the treasurer less legal responsibility and certainly allow flexibility for travel etc. It would also help prevent volunteer burnout. This will be explored.

Discussed allowing Aurora to use the shelter for Yoga classes. Agreed to allow a discount from the normal rental given she would only use it for a little over an hour and would be doing so at least once a week.

Treasurer ideas to streamline process

Repair of tide gate outfall

Semi annual statements

Posting of Navy Testing on website

MEMBERS FORUM**

ADJOURNMENT TO EXECUTIVE SESSION

EXECUTIVE SESSION

ADJOURNMENT

***The general meeting was adjourned to Executive Session at 10:07 pm.

***Executive Session began at 10:10 pm and ended at 10:45 pm.

**This time is set aside for members in good standing to speak to the Board regarding subjects of concern or interest. It is preferred that members wishing to speak shall sign

up before the beginning of the meeting, listing name and address clearly. All asking for recognition will be allowed to speak. Please limit comments to 3 minutes. Questions may not be answered immediately if all information is not available, but responded to as soon as possible. Input requiring a lengthy comment is best submitted in writing. Anyone certainly has a right to disagree with Board policies and decisions and to ask questions of the Board regarding same. Personal attacks and the use of abusive language against the Board or community members are not appropriate and will not be tolerated. Any speaker engaging in such conduct will no longer be recognized during the Member Forum time and if the conduct persists, will be asked to leave the meeting.