

**Admirals Cove Beach Club
ACBC-Whidbey.org**

**MINUTES FOR SPECIAL BOARD OF DIRECTORS MEETING
11-29-2016**

CALL TO ORDER

Kurt Blankenship, President, called the meeting to order at 7:05 PM

BOARD MEMBERS PRESENT:

Kurt Blankenship, Ed Delahanty, Steve Morrow, Suzy Palmer, Mike Tenore, Dennis Egan, and Greg Behan

APPROVAL OF PREVIOUS BOARD MEETING MINUTES

Dennis Egan doesn't believe he has seen the 10/16 minutes. Suzy Palmer will send to him again. July, June, and October will go on the website as Drafts now.

UNFINISHED BUSINESS:

Approval of 2017 Budget

Numerous line items in budget discussed. A number of line items were reduced on the premise that volunteer labor would be used to perform many of the itemized tasks. Because adhering to the budget is heavily dependent on volunteers, efforts will be made to get the word out via emails, Facebook, Next Door, and the website. Suggestion was made to bring cards to the Annual Meeting to give to members who are willing to volunteer so they will hopefully also be willing to provide their email addresses. After discussion, motion made, seconded, and passed unanimously to approve the budget as amended.

Reserve study and ballot proposal

Dennis Egan presented his revised reserve study with new projections and assumptions. See below for discussion of reserve study funding.

2017 dues increase ballot with or without reserve funds

As authorized by the by laws, a motion was made, seconded, and passed unanimously to exercise the Board's authority to raise the dues by slightly less than 10% to \$201 per year. The reserve study projections presented by Dennis indicate a need for an additional \$83.50 to fund the reserve study for the first year. After discussion, motion was made, seconded and passed unanimously to include a ballot with the annual meeting packet asking the members to approve a dues increase to \$285 per year, which would include

the slightly less than 10% raise to \$201 plus \$84 for the reserve account funding.

Mailing of annual meeting packet

Volunteers and the Board will meet at the shelter on Dec. 14th at 3 PM to stamp, stuff, and seal the envelopes for the annual meeting with all of the necessary documentation. The packets will be mailed on Dec. 15th.

Motion to move any unrestricted funds at year end to Contingency/Reserve

A motion was made, seconded, and passed unanimously to move any unrestricted funds in excess of the projected 2017 budget shortfall at year end to Contingency/Reserve account.

Date of December Meeting

The regular December Board meeting will be on Dec. 14th at 6 PM, assuming the processing of envelopes for the annual meeting is completed by that time.

VOLUNTEERS WITH SPECIAL SKILLS NEEDED:

**DATA ANALYSIS
WEB SITE EXPERTISE
HANDYMAN
SOCIAL MEDIA
YARD/GROUNDS CARE**

MEMBERS FORUM**

No one asked to speak on any topics.

ADJOURNMENT

Motion made and passed to adjourn to executive session at 8:40 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.