

Call to Order: 10:00a

Roll Call:

Leaseholders Present: 17

BOD: Kate Higgins, President

Kosha Long, Vice President

Char Schulz, Treasurer

Linda Enger, Secretary

Lynn Brem, Director at Large

Staff: Melinda Dewey, Office manager

Reports:

- President's Statement
 - Welcome everyone. This is Memorial Day Weekend. We have a big potluck coming up on Monday, the weather is supposed to be beautiful and we hope everyone can attend.
- Secretary's Report
 - Submitted the minutes for the 04/28/2017 BOD Meeting for approval
 - Moved to approve: Kosha
 - Second: Char
 - Vote: Unanimously approved
- Treasurer's Report
 - A CD valued at 16, 201.29k reached full maturation
 - 16K was put in a 2-year CD
 - 1.6%
 - Ally Bank in Utah
 - Will mature 05/13/2019
 - Balance of 201.29 went into the Money Market with D.A. Davidson
- Office Manager's Report
 - There is no internet at the office either in case you are wondering
 - Report attached

2017/2018 Committees – NOTE: membership sign up as of 05/26/2017 leaseholders in good standing can join a committee at any time

- Review and Approve Membership and Chairmanship of the following Committees:
 - Activities
 - Jackie Cairns
 - Anne Lizborne
 - Marcia Kawahara
 - Mary Wynn
 - Lin McDowell
 - Robin Cameron
 - Jean Cameron
 - Janis Christian
 - Norma Wilson
 - Michele Ransom
 - Evelyn Ransom

- ALRC
 - Gail Young
 - Jackie Lanum
 - Lin Makela
 - Loretta Date
- Document Review
 -
- Election
 - Evelyn Ransom
- Finance
 - Maralee Johnson
 - CJ Stevens
 - Susie Thrune
 - Michele Ransom
- Green Team
 - Mary Harrison
 - Jackie Lanum - Chair
 - Becky Stinson
 - Mary Wynn
 - Robin Cameron
 - Jean Cameron
 - Anne Lipe
 - Judith Wright
 - Loretta Date
- Long Range Planning
 - Gail Young
 - Susie Thrune
 - Jackie Cairns
 - Lin McDowell
 - Becky Stinson
 - Anne Lipe
- Pet Committee
 - Nan Davis
 - Kelly Gorley - Chair
 - Victoria Harris
 - Janis Christian
 - Jan Harland
- Safety
 - Mary Harrison
 - Jackie Cairns
 - Anne Lipe
 - Becky Stinson
 - Mary Wynn
 - Loretta Date
 - Joann Garner
 - Michele Ranson
- Web Site
 - Linda Creatore - Chair
 - CJ Stevens
 - Bonnie Del Boca
 - Jolda Reed

- Elections
 - We really need to fill that position
 - Melinda puts out the paperwork
 - Committee
 - recruits candidates
 - collects bios
 - schedules forum
 - counts votes
 - Evelyn Ransom volunteered to serve on Elections
- MOTION to accept Committee Membership and Chairs
 - Moved – Kosha Long
 - Second – Lynn Brem
 - Motion – carried unanimously
- Adjust BOD Liaison assignments as follows:
 - Park Staff Linda Enger
 - Activities Kosha Long
 - ALRC Char Schulz
 - Doc. Review Kate Higgins
 - Election Kosha Long
 - Finance Char Schulz
 - Green Team Linda Enger
 - L.R. Planning Kate Higgins
 - Pet Linda Enger
 - Safety Linda Enger
 - Web Site Lynn Brem

Motion to approve adjustments in Liaison Assignments

- Moved – Linda Enger
- Second – Char Schulz
- Vote – Unanimously accepted

Committee Reports:

- Activities
 - No report
- ALRC
 - Open Permit Report given to BOD
 - Lots 20, 26, 27, 31, 37, 38, 61, 81, 104, 115/116, 9/107 have had open permits since September, 2016
 - Lots 1&2, 2, 33, 27, 54, 64, 67, 93/94, 99, 100 have open permits since April, 2017
 - In addition to the list of Open Permits, we have five more permit requests that we will review and decide at our meeting next week
 - When you are done with your project, please return your orange placard. That's all you need to do
 - Some things hang on the list for quite a long time; park models require multiple steps, and some of them go on for months and months.
 - If you only do part of what you ask for, please let us know
 - Lots that have requested permits that are not yet approved:
 - 92, 61 (2permits), 112, 24, 2

DBLA BOD Meeting
May 26, 2017, 10:00am

Meeting Minutes

- Next ALRC meeting is Tuesday, May 30 at 10:00am - Office
- Document Review
 - Regarding proposals for changes
 - There is no requirement in WA Law for the Treasurer to be the Chair of the Finance Committee. It is not in our ByLaws. All it says is that the Finance Committee supports the treasurer. Kate will incorporate language to this effect.
 - Kate will put changes into a revision and send it out for review
- Election
 - No report
- Finance
 - Reviewed the DBR Financial Summary – ATTACHED
 - Every month the Office Manager generates a report for the Chair and the Treasurer
 - This Summary explains how we are doing against our budget YTD cumulatively
 - We are in good shape
 - Question:
 - When will we be at 100% of our reserves?
 - Never – if we get to 70% or 80%, we'll be doing great
 - We have done some things like delaying replacement of Radclyffe to give us a chance to catch up
 - The increase in dues went solely to the reserves, and we are in better shape than we were last year. We are moving in the right direction.
- Green Team
 - We had a great meeting – we have the best committee in the park!
 - REPORT – ATTACHED
 - Next meeting – Tuesday, 5/30/17, at 6:30pm in the Office
- Long Range Planning
 - The first meeting is Friday, June 2nd in the office at 10:00am
- Pet Committee
 - Welcome to our new members
 - The pets are doing good, but they asked me to tell their owners:
 - You talk too much when you're with people
 - You aren't paying attention to when we need you to pick up after us
 - This has also been brought to our attention by the Park Manager
- Safety
 - Report – ATTACHED
 - Why was the shed placed at the corner? Will it be tied down?
 - Placement: to keep it close to operations during an emergency yet out of the way of laundry room traffic
 - Yes, it will be tied down
- Web Site
 - We are reformatting the website pages
 - The home page will be reorganized – it will be the last page that will be done
 - The DBR Calendar will be moved up to the top
 - It will have an icon link to make it easier to use
 - We will send out a blast to give instructions on how to request updates to your information
 - If you have something you want on the website, you need to send it to the committee in a text file or an email

DBLA BOD Meeting
May 26, 2017, 10:00am

Meeting Minutes

- Per the request of the Activities Committee, we will hold another review on how to use the website
- As of last Thursday, our Amazon earnings were at 314.00
- If you see a link that doesn't work, please let us know. We want you to help us keep it easy to use.
- How to access:
 - url: discoverybayresort.org
 - User ID: WorldofWonder
 - PW: DBLA2016park
- SIDE TIP: when you are using the office computer, do not leave your email open, and do not save passwords.

New Business

- Proposal by the Office Manager to require identification on vehicles belonging to guests, contractors, and other non-leaseholders
 - Motion to accept this proposal as procedure
 - Move: Linda Enger
 - Second: Char Schulz
 - Motion: Approved unanimously

Action on RFA from Dawn Garcia

- Temporary ban on birdfeeders due to rodent infestation
- Victoria Harris wrote a report on this issue – ATTACHED
- I see this as a Health and Safety issue – I would like the Safety Committee take this on and do some research
- We need to have a professional come out and do an assessment
- I will make a "Community Information Page" on the website to post information about things like how to repel rodents, etc.
- I use Fresh Cab from the Co-op (cheaper online) – change it out every three months – works well
- Birds do not like capsacin, and chile powder. Mix it with your birdseed, the mice will leave it alone. There is also a product for that specific purpose.
- Don't leave garbage or pet food out, even for a short period of time.
- We will call an exterminator to get an initial consultation
 - How much will it cost?
 - We will get a bid and see
 - An exterminator will lead us in the direction of their solution
 - Will they show us where the mice are getting in, etc?
- There may be some overlap between the Safety Team and the Green Team
 - Safety issue
 - How do we cohabitate with the other animals that live here?
- We will not ban birdfeeders for now. Instead, we will look for other solutions and assess how things are going at the next meeting

Property Lines

- Someone said a decision had been made that all corner owners now own out to the street
 - I have looked at all the Decision Logs and have found no such ruling
- I want to clarify for myself: the rules currently say that the property lines for corner lots are different from lot to lot
- I own a corner lot, and I was told my lot did not go out to the road.

DBLA BOD Meeting

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- When I bought in 2005, some people wanted to own out to the road and others did not want to maintain that piece of grass. So, what you're doing is giving the new corner lot owners an opportunity to own to the road if they would like.
- **Process for corner lot owners who currently do not, but would like to own to the street:**
 - Proposal: On an individual basis, owners of corner lots who want to own and care for the property that goes out to the road may approach The Facilities Manager for an addendum to that lot
 - The Facilities Manager would determine whether that part of the lot is available for changes, or if there would be restrictions on future changes
 - IE: that part of the lot has a French drain on it that cannot be covered by a park model or shed, etc.
 - If the Facilities Manager approves the addendum, and the owner accepts the addendum, the BOD would need to approve the addendum
 - If approved, the owner would then be required to maintain that portion of her lot like the rest of it
 - Once the process is complete, all proposed projects need to be approved through the normal ALRC approval process.
 - Motion to accept the above process into the rules
 - Char moved to accept the process
 - Kosha seconded
 - Motion carried unanimously

Char moved to Adjourn

Kosha seconded

Motion carried unanimously

Meeting adjourned at 12:00pm

Respectfully submitted,
Linda Enger
BOD Secretary