

BOD MEETING MINUTES

07/27/2018

10:00am

Call to Order – 10:00am

Roll Call

Leaseholders Present: 28

BOD: Kate Higgins, President
Anne Lipe, Vice President
Char Schulz, Treasurer
Linda Enger, Secretary
Lynn Brem, Officer at Large

Staff: Melinda Dewey, Office Manager

President's Opening Statement

Just a reminder, we have a meet and greet with our BOD Member Candidates this morning directly after the meeting. This is our last BOD meeting for this year. I want to thank Linda Enger for her service to the board. The Annual Meeting is August 5, 2018. It is a MEMBERSHIP MEETING, not a Board Meeting. It is important for all leaseholders to be there if possible.

Point of Order by CJ Stevens

- Are the meeting minutes going to be voted on?
 - Yes – thanks for that clarification, Linda will add the Secretary and Treasurer Reports right now.
- I have some corrections to the Work Session Minutes
 - It states that if no assessment option gets over 60%, the vote will be between the option with the most votes and closing the park. Wouldn't we just vote on the two winners?
 - No, we must vote on IF we will have an assessment, and WHICH assessment we want VS NO assessment
 - The notes state that there was discussion about the assessment but it does not reflect:
 - Precisely what will happen to any money left over if the assessment is greater than the final cost. It simply states that the BOD will decide what to do with any overage.
 - I would like it to accurately reflect that the community will have a say in what happens to any surplus money from the assessment.
- Point of clarification – Work Session notes are not subject to a vote by the BOD. They are simply a summary of what was discussed at a Work Session and are offered as a courtesy to the community. No decisions are made at Work Sessions and no decisions are based on Work Session notes.
- We seriously doubt there will be surplus money from the assessment. That said, we have no issues correcting the Work Session Notes to include a bullet stating that the community will be asked for input regarding what happens to any surplus.

Office Manager's Report

- This report was inadvertently left off the Minutes Template. The BOD Secretary circled back with Melinda Dewey to ask if she had a report. She did not.

Secretary's Minute

- **MOTION:** Linda Enger - approve the minutes from the 06/29/2018 BOD Meeting
 - **Second;** Char Schulz
 - **VOTE:** Unanimous

Treasurer Report

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- No Report

Committee Reports:

- Activities
 - Attached
- ALRC
 - Attached
- Document Review
 - No Report
- Election
 - Thanks to Susan Schreiber and Marcia Kurihara for the coffee and refreshments for our Candidate Forum
 - We will have an opportunity to ask Char Schulz and Mary Wynn questions after the BOD meeting
 - Very informal, if you have questions, just ask them
 - I want to encourage people to come and observe the vote counting process in the office on Friday, August 3rd
 - Judy Hoxley and Diane Phillips will conduct the count and the committee will be there to ensure things go smoothly
 - I want to thank Melinda Dewey for all her help and thanks to BOD Liaison Linda Enger
 - Thanks to Committee Members Evelyn Ransom, Marcia Kurihara, Susan Shreiber, and Anne Lizborne
- Finance
 - Reviewed Profit & Loss Performance Report (Available on the DBLA website)
 - Salaries are over budget due to Barb's increased hours working on the septic
 - There is a sign-up sheet in the office to volunteer for facility work to help reduce Facility Manager hours
 - We have a few areas that are under-run due to efforts from Melinda Dewey and Char Schulz (insurance, subscriptions, etc.)
 - Susie reviewed other line items from the report to help audience understand how the report is used to plan for the following year's budget
- Green
 - No Report
- Long Range Planning
 - No Report
- Pet
 - Our meeting with our Pets said they've been good but our Humans have been doing some No-Nos
 - Keep your dogs on leashes at all times
 - NO PETS at the Ramada
 - Please keep your pets off the property of others and clean up after your pet
- Safety
 - No Report
- Web Team
 - You are doing an awesome job shopping – last month Amazon kicked in 220.00, so go buy yourself something pretty
 - You don't have to log in to do that but if you want to log in, I have some cheat sheets

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- The electronic calendar is more accurate now, keep up the good work telling Melinda about additions and changes

Business

- Finance Committee Recommendation for 7.b. Lease Payment
 - Delete the words “For the first lease year, ...” and the word “Thereafter” Revision for all new leases to read as:
 - The monthly maintenance charge shall be \$XXX.XX. The monthly maintenance charge shall be determined by the Lessor, and shall be based on a pro-rated share of real estate...”
 - Example:
 - New leaseholder buys in June, they pay the same monthly fee as everyone else through December, and then start paying whatever the fee is in January.
 - **MOTION: Char Schulz - Accept the recommendation from the Finance Committee to change the language pertaining to dues for all new leases**
 - **SECOND: Anne Lipe**
 - **VOTE: Unanimous**

Motion to adjourn: Char Schulz

Second: Linda Enger

Meeting Adjourned: 10:32AM (*that is possibly a record!*)