

Discovery Bay Resort BOD Meeting Minutes
May 31, 2019, 10:00am

Call to Order 10:00 am

Count of Leaseholders Present: #13

Board Members Present: Kate Higgins, President, Mary Wynn, Vice President, Char Shulz, Treasurer, Anne Lipe, Secretary Absent: Lynn Brem, Member at Large

Staff: Office Manager, Melinda Dewey and Facilities Manager, Barb Gilger

Mark Your Calendar: The Annual Leaseholders Meeting will be held on Sunday, August 4th

President's Opening Statement: Still could use more people on a few committees. We have two on Documents Review and on Elections, but could use more. Also need a couple more pet committee members who are year round leaseholders or long term renters. Otherwise there will be no representation in the winter.

Secretary's Report: see attached

Treasurer's Report: In April two CDs came due, one for \$17K and one for \$16K and both CDs were transferred to a money market account at DA Davidson. This account normally has a balance of \$5K but now has \$38K so there are funds on hand for paying septic costs.

Committee chairpersons: There is a form in the office requesting funds with process steps outlined. Ask Melinda to see if you have budgeted money or a donation fund. Any **new** money raised by committees will be taxed at 25% so please plan on spending 2019 revenue by the end of the year.

Office Manager's Report: See attached. We have two people on election comm. The call for candidates comes out next week so please look it over and consider running for the board of directors.

Committee Reports:

- **Activities Committee** Chair Marion Head, Members: Marcia Kawahara, Joann Garner, Susan Ramsey and Cherrie Lafeveres; **See Report Next meeting June 6 a 1:00 pm.** Lots of activities some are educational. Char made a motion to accept Activities Comm for 2019 and Mary seconded. The vote was unanimous.
- **Document Review:** Thea Albert, Jolda Reed and Phyllis Raybun are members but have not met. Mary Made a motion to accept the Documents Review Comm for 2019 and Char seconded. The vote was unanimous
- **Nominations/Elections** Jackie Cairns is Chair and Susan Schreiber is a member. New members are welcome. Anne made motion to accept the Elections Comm and Char seconded. The vote was unanimous
- AT THIS POINT IT WAS NOTED THAT LONG-TERM RENTERS CAN SERVE ON MOST COMMITTEES and are welcome: Specifically, on Activities, Nominations/Elections, Green, Pet and Safety Committees
- **Architecture/Landscape Review Committee (ALRC)** *Apologies, this committee was left off the agenda but has not met yet and will be approved at the next bod meeting.*
- **Finance Comm – See Reports** The committee needs to update the reserves, but hasn't set a meeting date yet as the members want an estimate of septic costs for accuracy. They will also prepare a report for the annual leaseholders meeting to be held on Sunday morning, August 4th (mark your calendars). Finance Reports show expected under and over runs. Electric is up because of the cold winter. There are \$23,000 in reserve contributions. **Also, See Report of the Septic Project finances.**
- **Green Team** Mary Harrison, Gail Young and Phyllis Raybun are members but have not met yet. Char made a motion to accept the Green Team members for 2019 and Mary seconded, The vote was unanimous

- **Pet Committee: See Report** Members are Robin Cameron, Judith Wright, Teena Matthews, Bonnie Peele and they will rotate the chair monthly. They would like two more members who are year round for continuity. Long term renters are eligible. Please sign up! They will meet on second and last Tuesday in June and July, at 2:00 pm at Radclyffe Hall and then will evaluate Mary made a motion to accept the committee members for 2019 and Char seconded. The vote was unanimous.
- **Safety Committee See Report.** Mary Harrison is the chair, Joanne Garner, Linda Enger, Jeri Nieberding and Mary Wynn is the liaison. Anne made motion to accept the committee members and Char seconded. The vote was unanimous.
Char suggests people wear a whistle to blow if they see danger (coyote etc.). Also you can use your emergency car horn,

Old Business

- **Septic:** Barb emailed ADC for a document and reminded them that we expect them to be sending the blueprints to the Dept. of Health by May 31. We will get a copy as soon as it is ready. The Ad Hoc Committee to review the septic contract and provide input into the selection of a contractor will meet Monday June 3rd at 10:00 am at the office. The members are Lin Makela, Becky Stinson, Susan Schreiber, Maryanne Nolte, Marion Head, Phyllis Raybun, Jean Cameron BOD liaisons are Kate Higgins and Mary Wynn. All leaseholders are invited to attend and observe.

New Business:

Berm Mowing – The board discussed three options/issues...Rent a Ruminant? Rent Alpacas? Let it grow? Rodents habitat? Fire Hazard? Linda Enger will ask the fire chief what the setback should be for grass. It was suggested the crew continue to mow the meadow berm, which contractors hate mowing. Barb suggested continuing to look for a licensed contractor to do the mowing or hire a young person who would be on payroll and covered by L&I, and at the minimum mow behind the lots next to the roads to improve the look. Barb noted the new mower was a great investment, is quicker (33"wide), does a great job on all kinds of spaces and saves the leaseholders' mower.

- The BOD decided more research is needed before a vote is taken. Char made a motion that Barb place ads in Craigslist, Next Door Gardiner and the local paper for a part-time employee to mow berms. Mary seconded and the vote was unanimous. Linda will check with the fire marshal, Anne will look into goats or alpacas.
- **VOLUNTEER? If anyone is interested in finding and contacting other licensed landscaping maintenance contractors, please do not hesitate to contact Barb ASAP.**
- OFF TOPIC SUGGESTIONS TO REVISIT: it was recommended that the French drain along the meadow be filled for ease of mowing and safety for people crossing. If we put in a northern entrance to the meadow, we will need for power for a gate, which can come from the old pump house. The ditch in front of the Ramada needs a culvert for access for vehicle parking.

Large riding mower replacement: This mower is in the shop, is 12 years old, is past due for replacement with money set aside in the reserves; and we don't know if it can be repaired. It has issues with the deck, one of the transmissions and spindles, which they no longer make. A new mower costs \$7,550. The company offered \$400 trade-in on ours. Char made a motion that we trade-in the old mower and take the money out of reserves to purchase a new one. Anne seconded and the vote was unanimous.

Follow up from Barb: The new mower has been ordered and should be delivered by the end of next week (approx. June 7). We are receiving a \$600 trade-in for our old mower (thanks Barb!).

Motion to Adjourn: Char made a motion to adjourn, Anne seconded and the bod adjourned at 11:18 am
Submitted by Anne Lipe, BOD Secretary