

Discovery Bay Resort BOD Meeting Minutes June 28, 2019, 10:00am

Call to Order 10:00 am

Count of Leaseholders Present: #15

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

Staff Present: Melinda Dewey and Barb Gilger

President's Opening Statement: Heard great things about Estate Planning, Thank you Marion and all who helped bring the presenter. See note on donating property to DBR via the Legacy Fund at end of minutes.

Secretary's Report: Nothing to report

Minutes from previous meeting Mary made a motion to accept the minutes from the BOD meeting on May 28, 2019, Lynn seconded and the vote was unanimous

Treasurer's Report The following CDs are coming due on: July 10 for \$50k, July 25 for \$50K and Aug 2 for \$20K. If we have the bids for the septic project, we will know better if we can reinvest them or must cash them out to cover project expenses.

Office Manager's Report: See attached

Website Report on Amazon Donations – Account may be in jeopardy. Lynn Brem: We get about 5% of sales amount that go thru the Amazon link on our website, but, if we go directly to Amazon thru a search engine like Google, and then bookmark the Amazon website from there, we can lose our donation status with Amazon.

Instead, to shop on Amazon, please go to **discoverybayresort.org**

- Then BOOKMARK this link so you can access it easily in the future.
- On the DBR home page, click on the Amazon banner. No need to login to the member site.
- This will take you to Amazon and your shopping will send free money to DBR!

A Suggestion was made that there be a lease holder's computer orientation.

Committee Reports:

- **Activities Committee** – Marion - See attached report. Linda Rogers was accepted as a committee member. Anne made the motion to approve Linda as a member, Char seconded and the vote was unanimous.
- **ARC** – Jolda - See attached report. Meetings on Weds at 9:30 in office. If you are submitting a request, **please** attend the meeting. The chair is Jolda and members are Penny Barrett, JoAnn Garner Marcia Kawahara and Barb Gilger is the staff rep. Anne made a motion to accept the committee members, Char seconded and the vote was unanimous.
- **Document Review** – No report
- **Nominations & Elections** - Jackie Cairns - Gail Gardner joined as a member. Char made a motion to accept Gail, Mary seconded and the vote was unanimous.

Elections Report/Timeline:

Mon 7/8 by midnight all bios will be due,
Tues, 7/9 there will be a call for questions by LHs.
Mon, 7/15 Questions will be due, No questions will be accepted after this date and no spontaneous questions will be allowed during the forum.
Wed, 7/17 ballots and annual meeting information will be emailed/mailed to LHs.
Fri, 7/19 the Elections Comm. meeting will be held at 10am.
Sun, 7/21 The Candidates Forum will be held from 3:00 – 4:30pm
Thurs 8/1 Ballots are due

Fri, 8/2 at 9:00 AM Ballots will be counted. LHs may observe but no details will be made public at this time.

Sat, 8/3 at 10:00 AM, the new board members will be announced at the annual breakfast meeting.

- **Finance Committee** - Susie walked us through the attached spreadsheets that Melinda prepares for us each month. If you ever have questions about the spreadsheets, just ask Melinda. Janet Baker and Linda Enger have joined the committee. Char made a motion to accept the new members, Mary seconded and the vote was unanimous.
- **Green Team** – No report
- **Pet Committee** - Judith – See Attached Report. Highlights - Met twice in June. Pet Parade *IN COSTUME*, will be held August 4th at 10 am (Sunday of the Annual Weekend). Adding trikes, bikes, golf carts this year. Feel free to decorate to the nines! Each street is encouraged to choose a theme. Added Judy Sigler to the comm. Char made a motion to accept Judy to the committee, Mary seconded and the vote was unanimous.
- **Safety Committee** - see attached report from Mary Harrison

Old Business

- **Septic Update Barb** – bids are due today although we may extend to next week upon request. There are four potential bidders.

New Business:

- **Berm mowing part-time help** – Barb requests to hire a seasonal employee, a young man in Diamond Point who is in the process of getting bonded. He was tried out on the steepest slopes while Barb and Dave tackled the rest. Mary made a motion to hire Jacob Strait as a seasonal employee on an as-needed basis Lynn seconded and the vote was unanimous.
- **Dangerous trees** – Two bids for tree removal were received, one for \$11,000 and one for \$7,058. A third company will bid.
- Char made a motion that we accept the bid of \$7,058 a lesser bid, if one is received, for the removal of several dangerous from DBR. They include:
 - A Maple overhanging the sheds and in an area that will impact the septic drip field will come out of septic funds and that cost is \$4,840 plus tax.
 - On the lower nature trail, three trees must be removed: two dead trees leaning on another tree which will eventually fall at a cost of \$1635 plus tax.

Anne seconded the motion and the vote was unanimous

UPDATE: THE THIRD BID CAME IN AT \$15,000 so Barb will contract with the low bidder.

- **Shop Door** - Barb has not yet received any bids to repair the shop door...working on it.
- **Committee Funds** - Char will send committee chairs the amount remaining in their budgeted accounts each month
- **New Task Force to review facility use policy.** Rules currently say vendors cannot use our facilities. BOD has approved certain vendors set up by the activities comm., like the massage therapist, and they were charged a nominal fee. A new situation has come to our attention regarding a pet wash/grooming service that, in the past, has come to DBR resident's individual lots and used their electricity. However, so many leaseholders are using this service, they now park at the lower restroom and use park electricity. Should there be a charge? It seems we need a task force to review the facility use rules. If we approve a task force of interested volunteers they can survey LHs. This question will likely come up often as LHs age and are less able to travel for some services. Melinda will work with the task force and will ensure vendors check-in and are approved with insurance and a hold harmless clause. Mary moved that we that we establish a task force that will include Melinda to review or facility use policy. Lynn seconded and the vote was unanimous. Anyone interested this short-term task force, please sign up in the office.
- **Legacy Fund** – Kate researched a form for transfer of property upon death, with instructions, to make it easier for LHs to donate property to DBR. This form must be notarized and added to the donor's will before death, to be valid.

Motion to Adjourn was made by Char and seconded by Lynn, the vote was unanimous and the Meeting Adjourned at 11:07 am

Submitted July 2, 2019 by Anne Lipe, Secretary