

Discovery Bay Resort BOD Meeting Minutes July 26, 2019, 10:00am

Call to Order 10:00 am

Count of Leaseholders Present: #14

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

Anne made a motion to accept the minutes from the BOD meeting on June 28, 2019 with one correction by Lynn: Leaseholders should go to discoverybayresort.org, bookmark it, and then click the Amazon link from there to shop for the benefit of DBR. Lynn seconded and the vote to approve was unanimous.

Secretary's Report: Since we never approved the members of the Septic Task Force, **Anne made a motion that we accept Marianne Nolte as chair and Lin Mekela, Becky Stinson, Judith Wright, Marion Head and Phyllis Raybun as members of the Septic Task Force, which will assist Barb in reviewing the septic contractor bids.** Mary seconded and the vote to approve was unanimous.

Kate made a motion that the new board approve adding more people to the septic task force as agreed by Barb and Marianne. Anyone interested should turn in a brief paragraph to the office by Aug 9, providing a written statement explaining her interest, skills and/or experience related to this type of project that would benefit the task force. Char seconded and the vote to approve was unanimous.

Treasurer's Report: Recently there was \$89,000 in the DA Davidson Money Market Account. There is usually \$3,000 to \$4,000. \$40,000 was moved into a 30 day CD at 2.05% interest on 7/15
\$25,000 into a 3 month CD at 2.05% interest,
\$20,000 into a 6 month CD at 2.00% interest.
\$4,000 will be left in the Money Market Account.

A \$50,000 CD matured on 7/25. We will see what rates are like on Monday 7/29. Another \$50,000 CD matures on August 2nd. Will see what rates are then since Fed. may change rates at the end of the month

Office Manager's Report: Penny and Alex are official leaseholders on 55/56, T&T now own the lease on # 7 and Anne Scott as a new leaseholder with Sara LaRiviere on lot 15. Quarterly financials have been finished and sent off to the CPA for review, she said everything looks great. The rest can wait until the Annual Meeting except, I would like to give a special thank you to all the BOD members who are not returning to the Board. Thank you for your support and hard work.

Committee Reports:

- Activities Committee - See Attached **NOTE** – Marion is resigning at the end of August and Activities will need a new chair for Fall/Winter/Spring and beyond. Please consider chairing this important committee.
- Architectural Landscape Review Committee - See Attached. Jolda has been out of the park for a couple of weeks and wants to thank the team for stepping up and handling new requests. **The committee meets every Wednesday at 9:30am at the office.** Leaseholders submitting ALRC requests are encourage to attend meetings to provide any additional information or clarification of their ALRC requests.
- Document Review – As soon as Kate is off the board she will join this committee and get going.
- Nominations & Elections See Report from Work Session on 7/25. **NOTE: Ballots for board of directors' election are due August 1st.**
- Finance Committee – Minutes from the Finance meeting of June 18 are attached. An ON SITE assessment of our assets for the Reserve Study happened on July 29th . The Annual Audit Presentation

and vote on a full audit will happen at the Annual meeting. A proposed change to the dates may move the annual budget planning sessions up to Aug 26-29.

- Green Team See Attached **Next Meeting is Aug. 6 at 4pm at the office- please come**
- Pet Committee **The next meeting will be on 7/30 at 3:30 in Radclyffe Hall.** The committee would love to have more full time leaseholders join as members.
- Safety Committee See Attached **Next Meeting is Aug. 6 at 6pm at the office- please come**

Task Forces:

- **Facility Use Policy Task Force** – Melinda will be staff liaison and six leaseholders have volunteered for the task force. Melinda will set a meeting time in the near future. **Lynn made a motion that the board accept Kosha Long, Tenna Mathews, Pat Rafferty, Anne Lizborne, Penny Barrett and Jolda Reed as members of the Facility Use Policy Task Force.** Char seconded and the vote to approve was unanimous.
- **Septic Task Force:** See Report from 7/25 Work Session Note. **Next meeting is Tuesday, July 30, 2019 at 2:00 p.m. in the office**

Old Business in

- **Pet Comm. Trial of New Bag Location with Recycled Plastic Bags** As reported last night the new poo bag dispenser installation on meadow was completed by Judith and Robin. Libby was very relieved to use it yesterday when she realized Poppy poo needed a pick-up, yet she had forgotten a bag. Luckily, she was just steps from this new dispenser and expressed great gratitude.

New Business:

- **Should The BOD Renew Our Membership to Community Associations Institute?** We have been CAI membership for many years. They hold a really good annual conference in Seattle and the fee is reduced for members attending their events. Dues for 3 members also allow leaseholders to attend events at member cost. Also 15 members can have access to their website and can receive email with links to their blog that provides helpful suggestions to many problems. The fee for three members is \$295 per year or \$125 for 1 member, but no benefits besides the monthly magazine and online access. Membership has been very helpful for new members who attend conference and learn about HOA governance and practical solutions to common problems. Publications and the email with blog discussions on various topics are also very helpful. **Mary moved that we renew our membership in CAI for three members for \$295,** Char seconded and the vote to approve was unanimous.
- **The Pet Committee has decided not to submit the revised rules at this time.** There is one leaseholder they would still like to hear from. The vote was tabled and will be addressed by the new board.

Other: None

Motion to Adjourn was made by Kate Seconded by Mary Meeting adjourned at 10:46 am

Anne Lipe, Secretary