

**Discovery Bay Resort BOD Meeting Minutes
June 25, 2020, 10:00 AM, using Zoom**

Call to Order: 10:01 AM

Count of Leaseholders Present: 32

Board Members Present: Mary, Penny, Tenna, Char, Susie

Staff Present: Melinda, Barb

President's Opening Statement: Glad to see all of you; lots of business today, so let's get started.

Minutes from Previous Meetings (Secretary's Report): *Penny motions:* "I move the BOD approve the 5/28/2020 BOD Minutes", Char seconded, all approved. "I move the BOD approve the 6/18/2020 WS Minutes", Char seconded, all approved.

Treasurer's Report: Char reviewed the Balance Sheet through May 31, 2020, highlighting Reserve totals in D A Davidson, Kitsap Bank and Key Bank. Balance Sheet attached.

Office Manager Report: Continuing to call for BOD Candidates. Get your Bios in by July 8, 2020.

Committee Reports:

- Finance – Kate is on the road, so Melinda reviewed the Summary P&L Worksheet and the Septic Project Financial Status through May 31, 2020. Reports attached.
- ALRC – Four requests approved, six submitted. The committee is reviewing the ALRC Guidelines, since some are vague, and comparing to Jefferson County Guidelines for clarity. Working on a spreadsheet of pending permits, to send to leaseholders, due to many permits still out there with no resolution. There is an ALRC box below the mailboxes for all ALRC requests – please use it! Report attached.

Old Business:

- Long Term Renters Use of DBR Website – (3 motions) *Susie motions*: “I move the BOD approve the definition of long-term renter as those who live at DBR three months or more.” “I move the BOD approve who decides who the renters are will be Melinda/Web Team to review requests.” “I move the BOD approve which documents are prohibited for long-term renters to view are financial data and reports, and BOD work session/BOD meeting minutes.” Char seconded, all approved.

New Business:

- Annual Meeting Date/Process – *Char motion*: “I move the BOD approve the annual meeting as Saturday, August 1, 2020, as required in our By-Laws and that Zoom will be used as the vehicle for the meeting. The BOD may meet in the Ramada, if special sound/internet equipment to Zoom is available and masks/social distancing is adhered to.” Susie seconded, all approved.
- Kiln Donation – *Tenna motion*: “I move the BOD approve the donation of a 220 electric kiln, to be located in the shop where rewiring can easily be done.” Susie seconded, all approved.
- Sewer Pipe Lining – *Susie motion*: “I move the BOD approve a professional contractor to line our leaking sewer pipe; the cost to be from the Reserve Septic Fund, estimated at \$15,000 - \$20,000 or less, plus tax.” Penny seconded, all approved.

Other: *Tenna motions*: “I move the BOD approve all the following committee members:

1. Finance – Maralee Johnson, Kate Higgins, Michele Ransom, Janet Baker
2. ALRC – Bevin Bermingham, JoAnn Garner, Jolda Reed, Jeri Nieberding, Phyllis Rabun
3. Green Team – Becky Stinson, Kerrie McMillen, Christie Dennis, Libby Oliver, Sheryl Haller
4. Safety – Marion Head, JoAnn Garner, Carol Odee
5. Long Range Planning – Bevin Bermingham, Kate Higgins, Lynn Brem, Jackie Cairns

- 6. Document Review – Bevin Bermingham, Cynde Meyer**
- 7. Pets – Judith Wright, Judy Sigler**
- 8. Activities – Norma Wilson, Evelyn Ransom, Kathi McCulla” Susie seconded, all approved.**

Motion to Adjourn: Susie moved to adjourn, Tenna seconded. Meeting adjourned at 10:45 AM

Minutes Prepared by: Susie Thrune, DBR BOD Secretary