

**Discovery Bay Resort
Board Meeting Minutes**

September 22, 2022, 10:00 a.m.

Zoom

<https://us02web.zoom.us/j/4481214098>

Call to Order: 10:00

Leaseholders Present: 28

Staff Present: Barb Gilger

Board Members Present: Tenna Matthews, Sheryl Haller, Susie Thrune, Penny Barrett, Kena Warrick

This meeting is being recorded

President's Opening Statement: Tenna Matthews

We have sent Lisa, our tax attorney, our 2021 Compilation. The first draft of our 501(c)(7) application should arrive shortly. We have received the first draft of our new lease from Marlyn. The Board will discuss it tomorrow and will send it out to the community once we have a new draft. We are still attempting to get the contact information for our new neighbors from Bud, the Surveyor, so that we may contact them regarding the perpetual easement on the area that borders the north side of the nature trail and Eastland.

Secretary's Report: Kena Warrick

Motion to Approve: Susie, seconded by Sheryl

- Board of Directors Meeting Minutes - August 25, 2022
- Work Session Minutes - September 15, 2022

Treasurer's Report: Susie Thrune

Once the Compilation was complete, the CPA worked on the amended 2020 taxes and our 2021 taxes, The proposed 2023 budget was completed during Budget Week.

Park Manager's Report: Barb Gilger

There was a recent posting on ChitChat questioning the health of the septic drain field east of the storage sheds. Some wet areas have been observed there. This area has been monitored by maintenance staff since the drain field was installed.

Barb explained that there are several causes for dampness in this area including clay soil near the surface at the end of the drain field and a natural spring on the eastern edge. Staff has installed containment ditches and distributed sand in damp areas. An inspection of the drain field has been scheduled with Shold Excavating, a company that was not involved in the design or construction of the septic system. When she receives the written inspection report, Barb will share it with leaseholders. Barb hopes that the results of the inspection will ease the minds of those who are concerned about the drain fields. The cost of the inspection will be about \$500. Measures have also been employed to maintain the safety of those walking on the nature trail, including the placement of wood chips, gravel and new bridges. The maintenance staff continues to work to keep the nature trail safe. Barb invites anyone who has questions or who would like a tour of the drain field to contact her directly.

Committee Reports:

- Activity (Donna Stiles) - We have had a lull since the Annual and Post-Annual events. The committee meets every other week. The committee is currently working on “universal” sign-up sheets for activities and events and making some distinctions about which activities are sponsored by the Activities Committee and which events are not.
- ALRC (Karen Kittlehurst, unable to attend) - Report attached to minutes
- Finance (Susie for Char Schulz) - Budget Week started on September 12 We finished on September 13! The finance team and Barb did lots of prep so more time was not needed. Dues will not be increased. Legal expenses are expected to continue in 2023. Legal expenses are currently about \$23,000 over budget but this has been offset with \$24,000 in donations to the legal fund from community members. Even small donations to the fund are appreciated. The proposed budget will be voted on for ratification by members on December 2, 2022.
- Green Team (Judy Fields) - The committee is on hiatus until the spring.
- Long-Range Planning (Jackie Cairns) - Questionnaires asking people to prioritize ideas for future projects were sent out to the community and are due at the end of the month. About 25 have been returned so far. The following projects have the most interest thus far:
 - Improving the Ramada
 - An emergency exit to Gardiner Road
 - Free internet (the park would pay)

- Add solar and windmill power
 - Ramp to the laundry room
 - Dust control
 - Pathways and benches
 - Secure the front gate
- Pet (Tere Drake) - The committee received an RFA requesting that the enclosed dog run on East Street be extended in length toward the top of the hill near the lower entrance to the nature trail. The committee is asking the person who submitted the RFA to provide more information about measurements, costs for materials and funding. According to Barb there is still a plan to install a French drain to minimize the mud in the lowest section of the dog run. The committee plans to update the information on their website page. It has been reported that dogs were seen running around unleashed in the Ramada. The committee will ask that a blast be sent out to everyone reminding them that pets are not allowed within 10 feet of the Ramada.
 - Renewable Task Force (Sherrie Musgrove) - The task force has received two estimates from companies for installing solar or wind power in the laundry room area. These will be sent to a grant writer. Site visits for projects like this are now done by zoning and Google maps. Sherrie requested credentials to host Zoom meetings.
 - Safety (Kerrie McMillen) - 30 people received flu shots this month (down 3 from last year). The nurse from Rite Aid is hoping to be able to have a Covid booster clinic here as well. The Safety Committee has been looking into the possibility of having a fire hydrant installed in the park but have discovered that the cost would be prohibitive. Barb said that we have a blow off valve that might be usable in the case of a fire. The committee will check with Chief Orr to determine if that would be a possibility. The lock on the safety shed will be changed. Anyone with a key is asked to turn it and a new one will be issued. The winter preparedness guide has been updated and will be sent out in a blast and put in mailboxes. The CERT 8 captain has notified the team that he may be requesting that backpacks of inactive CERT team members be returned.

Unfinished Business:

- RFA: Expand Wildflower Garden - Sheryl motioned to approve the extension of the wildflower garden in the meadow. Susie seconded. Motion passed.

New Business:

- 2023 Budget Proposal - The Board met in executive session last week to discuss the salary schedule and voted to increase employee salaries from the 3% recommended by the Finance Committee to a 5% increase. The Board is confident that we can cover this increase with savings on park maintenance items. The proposed budget packet will be mailed to all leaseholders, by the end of October, in advance of the December 2 budget ratification meeting.

Other:

- Committee chairs are reminded to send meeting reports to Barb or Kena to be sent out with board meeting minutes.
- Community members are reminded that the Zoom link used for meetings is the same for all meetings. It can be found on meeting invitations, at the top of Work Session and Board meeting agendas, on the website, and on the DBR calendar.

Announcements:

- Abby Posner Concert - 9/25/22, 4:00-6:00 p.m., Ramada

Motion to Adjourn: Susie, Sheryl seconded. Adjourned at 10:47

Minutes submitted by Kena Warrick