

Discovery Bay Resort
Board Meeting Minutes
March 23, 2023
by Zoom, Meeting Recorded

Call to Order: 10:01

Leaseholders Present: 18

Staff Present: Barb Gilger

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

President's Opening Statement: Tenna Matthews - After a while away, Moss has joined us for this meeting and is looking great. Welcome back, Moss!

Secretary's Report: Kena Warrick

Motion to Approve: Susie, Sheryl seconded, approved unanimously

- Board of Director Meeting Minutes - February 23, 2023
- Work Session Minutes - March 16, 2023

Treasurer's Report: Susie Thrune -

The balance sheet through February was reviewed (attached with these minutes). We are doing well with a good healthy balance in our checking account. We keep extra money in our account to cover the high deductible we have on our insurance. There is currently a big balance in our money market account. Some of this money could be moved to a short term CD but we may need some to cover the cost of retiring one or both of the A and B septic fields. Our CPA is working on our Compilation for 2022. Our total liabilities and equity is about \$726k which is all budgeted and planned for.

Park Manager's Report: Barb Gilger - A new stove was installed in Radclyffe. Barb is working with the district manager for the company that leases us our washers and dryers and has requested that our washers be replaced. Mowing, weed whacking and cutting the berms has begun. There are still many members who need to sign leases. Barb is available to notarize lease signatures on Monday, Tuesday and Thursday from 9 AM-2 PM. People who are paying reserve deficit payments from now on will have that money applied to their accounts. The reserve deficit has been paid off and members are no longer required to pay the reserve deficit fee.

Committee Reports:

- Activity - Donna Stiles - no report
- Finance - Kate Higgins - The Finance Committee met on Tuesday. The profit and loss budget performance was reviewed. We have changed the way we report expenditures to reflect actual spending each month vs. spreading the whole budget allotment for an item out evenly over 12 months. We are a little

ahead for our income and have received donations towards operations for legal and shredding. Some adjustments were made for insurance and health benefits for employees after the budget was made, so we may run a little behind in that area for the rest of the year. We are on track with the budget and overages will even out over the course of the year. The Reserve Study will be combined with our regularly scheduled Finance Committee in May..

- Green Team - Judy Fields (committee is on hiatus)
- LARC - Karen Kittlehurst - LARC continues to work on updating standards. We had five new requests for LARC permits and are monitoring 25. We did four lot measurements and one park model was delivered last week. LARC members are working really hard. Barb is a precious resource for LARC.
- Long-Range Planning - Jackie Cairns - no report
- Pet - Lynne Angelero - no report
- Renewable Energy Task Force - Sherrie Musgrove - no report
- Safety - Marion Head / Kerrie McMillen - Safety has not met recently but the committee appreciates hearing about any safety concerns that may be addressed in the spring and summer.
- Web Team - Lynn Brem - no report

Unfinished Business:

- Alternatives to Email Blasts to Announce Events - Sheryl - We have been testing the new Facebook group page. This is an outward only page for the dissemination of information. There is no opportunity to make comments. Email invites will be sent to everyone. If you receive the invitation, please join the group. Hopefully we will soon get event and activity information posted on the TV in the office lobby as well.

New Business:

- LARC Landscaping Proposal - Motion to accept the revisions to LARC Standards 11.0 that were attached to this Board Meeting Agenda: Sheryl, Susie seconded. Approved unanimously.
- Meeting Attendance Expectations for Those Who Submit RFA's - The language on the RFA form will be changed to indicate that the person submitting an RFA (or her representative) must attend the Work Session and Board Meetings where the RFA will be discussed.
- DBWC Logo Contest - An annual DBWC logo contest will be held. The winning logo will be for the Club's use and fun. The winner of the contest will be announced at the Annual Meeting. The logo will not be used for official business. We may want to consider selecting an official font to be used on correspondence, however. Barb will see what we have used in the past.

Other:

- Retiring Septic Fields - We have asked that the State not require us to retire Septic Fields A and B. Barb noted that this request will probably be rejected but

we have the right to appeal. Because Field A will need an investment to maintain its control panel it might be wise to consider retiring it. This might demonstrate that we are acting on good faith with the state and possibly help in our appeal to save Field B. The critical question for retiring a septic field is timing in order to avoid the rainy season. Barb has had a difficult time getting bids for this job. She will check with the Tribe to see if their company can provide service in Jefferson County.

- Eastland - The LLC which owns Eastland is looking forward to gifting the property to Discovery Bay Women's Club once we obtain our 501c7 status. There is adequate money in the LLC account to cover the cost of taxes and insurance on Eastland (approximately \$1600 per year) for several years. Eventually this cost would be assumed by Club members. Tenna will consult with our attorney about this plan.
- Revision of DBR Rules - Tenna has taken the initial steps of updating DBR Rules following our reorganization. We have new By-Laws and CC&R's and now we need our Club Rules to be updated. Club rules address topics related to member responsibilities and site maintenance. It might also be helpful to have a one page list (Short Page) consisting of rules and guides for renters who are here under 30 days. The Document Review Committee, lead by Kate Higgins, will take on the task of revising the Club Rules and creating a Short Page. The Board requests that this work be completed so that it may be approved at the July Board Meeting before the new Board is installed.
- Safety Concern - Are the logs that have replaced the cones on First Street a danger to the residents on the south side of Second Street? The logs are placed where they should not present any danger to the homes on Second Street should they be knocked over. The cones that originally sat on either side of the speed bumps were replaced with logs because the cones were continuously being run over and damaged. The cost of replacing them was becoming prohibitive.

Closing Thought: The first women's social club in New York City, the Colony Club, was founded in 1903 by a group of socialite lesbians. It still exists today.

Motion to Adjourn: Made by Susie, Sheryl seconded at 11:06 am

Minutes submitted by Kena Warrick