

Discovery Bay Women's Club
Board Meeting Minutes
February 27, 2025

Call to Order: 10:00

Members Present: 29

Board Members Present: Judith Wright - President, Gillian Herbert - Vice-President, Kena Warrick - Secretary, Sam Blake - Treasurer, Kate Blagdon - Member-at-Large

Staff Present: Annie Haller, Sheryl Haller, Tanya Yada

President's Opening Statement: Judith Wright - We have a lovely, light agenda so let's go!

Secretary's Report: Kena Warrick

Motion to approve and seconded by Judith:

- Board of Director Meeting Minutes - January 23, 2025
- Work Session Minutes - February 20, 2025

Approved unanimously

On February 18, 2025 the Board voted to contract with our CPA, Jacobson and Jarvis, to provide a variety of advisory services to help us make improvements in our current chart of accounts and other bookkeeping matters.

Treasurer's Report: Sam Blake - We just had a CD mature. We pulled out the earned interest from this CD and the interest from the CD that matured in January and put a little over \$5,000 into our operating expense account. We reinvested the money from the CD and will get 4.3% interest on it.

Office Manager Report: Sheryl Haller - We have been training Sonia. She is doing a great job and everything is going well. She worked by herself for two days with some support from Karen. The office is assisting Karen in gathering documents that will be needed for the onsite Reserve Study visit that will be scheduled soon.

Facilities Manager Report: Tanya Yada - We had a successful interview for a new facilities staff member. Colton will start work on Tuesday. I will send out a blast to inform the community. He is young and able-bodied. We are getting ready for mowing season now.

Committee / Task Force Reports: Chairs or Members who have a report for your committee/task force, please raise your Zoom hand at this time. (If your Zoom hand is not functioning, please raise your human hand.)

Activity Committee - Sherri P. and B.J. - We are having a St Paddy's Day Bingo and Food Feed on March 17. We would love to have donated art and crafts to give out for bingo prizes. If you have something to donate, contact an Activity Committee member. The March Birthday party will be on March 9 at 2:00 in Radclyffe. Cake and non-sugary treats will be served.

Document Review - Jeri Solomon - We are looking to change one procedure. Recently when relevant documents were sent to the Web Team they would be sent to Document Review before posting. Now we are asking that new documents be sent directly to Document Review from the

office. Once they are approved, they will be sent to the Web Team for posting. Submissions sent by committees may be sent directly to the Web Team. Those documents do not need to be reviewed.

Safety - Kerrie McMillan - We had a very quiet winter. Thanks to Sherri P's training, no water hoses burst, that we know of. Problems such as mold in the lower women's bathroom were solved by the fast action of Facilities. The Field B septic system was so helpful when we had our septic issues. During the septic emergency some members have been able to use durable medical supplies available in the workshop. Our next meeting will be on March 7.

Finance Committee - Michele Ransom - We met on Tuesday. See attached committee notes and financial reports for January.

New Business: No new business today

Announcements:

We will continue our discussion of storage for emergency food and supplies at the March Work Session on March 20. If you have ideas or feedback about this topic please email the Task Force via Sherri Poindexter at sherri.Poindexter95@gmail.com. You may also copy the Board at board@discoverybayresort.org

Please consider volunteering to serve on a committee. A flyer of opportunities for service is included with the 2/20 Work Session Minutes. Sign up sheets are available in the office. If you would like to continue on a committee you are serving on, please sign up again. If you are out of the park, please ask a friend to sign up for you or email the office at office@discoverybayresort.org

Motion to adjourn was made by Kena and seconded by Sam. Meeting adjourned at 10:15

Minutes submitted by Kena Warrick, Secretary