

Discovery Bay Women's Club

Board Meeting Minutes

September 25, 2025

by Zoom

Call to Order: 10:01

Members Present: 38

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

Staff: Tanya Yada and Julia Zorthian absent today

President's Opening Statement: Judith Wright - After this meeting adjourns, the board will go into executive session to discuss a leaseholder situation.

Last week Judith sent a letter to our lawyer with questions about our legal options concerning the septic system and any actions we might be advised to take. We continue to have septic issues. Tanya has been coaching Judith about how to fix issues when she is not onsite. We can help our system by reducing the amount of water going into our pipes. If you have relatively clean water, please throw it out on the grass or gravel. We hope to get some leaks in the system plugged before the rains start. There are some seals which need to be replaced. We met with the State this morning. More information about that later.

Secretary's Report: Kena Warrick

Motion made by Kate and seconded by Sherri to approve:

- Board of Director Meeting Minutes - August 28, 2025
- Work Session Minutes - September 18, 2025

Approved unanimously

Report on Board Actions via Email:

The Board approved the renewal Linda Creatore's Social Membership and a new Social Membership for CJ Stevens

The Board approved an RV Membership for Susan Martin

The Board approved the Intent to Assign and Convey of Site 31 from Sile Donnelly to Susan Martin and signed off on the Lease Transfer of Site 31

Treasurer's Report: Sam Blake

Sam stated that there is nothing to report on CD's right now. She sent a big shout out to Paula Cassano for doing an excellent job on Budget Week.

Office Manager Report - Sonia for Julia Zorthian - A new directory will be going out shortly. If you need changes to your data please Julia know. One small parking space is still available in the back area near the trees.

Facilities Manager Report: Kena for Tanya Yada - The retaining wall project is complete with the exception of a small fence that will be installed above the retaining wall for safety. The pool will be closing for the season next Monday. Judith added that the people who rebuilt the

retaining wall will be coming back to scrape and level the bocce ball court within a couple weeks. Facilities will finish up the project with framing the border and finishing the playing field. The bocce ball court is being funded by donations. If you would like to donate, let Judith know.

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.)

Pet Committee – Judy Fields: The Pet Committee is working on the rule revisions and invites members to attend the next meeting to discuss rule changes. They believe that if they clarify the barking rule it should address the recent concern about dogs being left outside when the owner is away.

Safety – Kerrie Mcmillen – Karrie shared that we had two very successful vaccine clinics. 45 flu shots and 47 Covid shots given. The committee has moved some of the durable medical equipment from the loft in the shop down to the old cardboard recycle bin outside, next to the shop. There are a couple of each of the most needed items in the bin. There is no need to sign out an item; if you need it, take it. Please return the items when you no longer need them. There will be a Street Sister meeting on October 20 at 2:00 in Radclyffe. Anyone who is interested in being a Street Sister, is invited to attend. We will be discussing how we would assist CERT in the event of a disaster. We have a form that will help us access peoples' needs after a disaster. We will be participating in the Washington Shake Out Drill on October 16 and 10:16. The Safety Committee will send out a reminder about what you need to do for the Shake Out. Members will be asked to report to the Ramada for a head count during the drill. The Shake Out will be followed by the monthly Work Session that will start at 11:00

Document Review Committee – Jeri Solomon – The committee is working on the revision of the Facility Usage Form bringing it up to date. It will be submitted to the Board for approval.

Finance Committee – Paula Cassano and Kate Higgins – The Finance Committee has received a lot of positive feedback on their 2026 Budget presentation and proposal. New processes were developed that will help the committee in the future. Some Finance Committee members met to make sure that the rationale for changes on line items was captured on the budget worksheet. A month by month timeline was created for key dates for the Finance Committee's work. This timeline will be posted on the Finance Committee web page. Committee members are looking forward to making the finance meetings not only more efficient but more meaningful and organized.

Discussion: Debriefing following Dykes on Bikes' Weekend

- **Member Comments:**
 - Bear received lots of positive comments from the 30 Dykes on Bikes members and their kids. She apologized for their exceeding the quiet hour by 15 minutes. DBWC netted \$1000 from the weekend. The Dykes did some great volunteer work for us including weeding the drain field.
 - Susan Schreiber only spoke for herself and expressed her concern about the very bright lights that were on until 11:00 or later. Some women were driving either their bikes or golf carts around the area. She was under the impression bikes were not allowed down in the camping area. Response from Bear: It was a

moonless night and lights at the Ramada were left on for safety reasons. Parking the bikes near the Ramada was done for security reasons.

- JoIda Reed agreed, as a fellow rider, that people want their bikes to be parked nearby. Maybe next year the bike warm up could be done outside the gate.
- Paula Cassano loved to see the future generation exposed to our community. Each year is getting better. She agreed that the electric situation at the Ramada is a mess

- Board Member Comments:

- Kate stated that there were three separate times up top where riders were revving their engines for a sustained amount of time. Everything else about the weekend was great
- Sherri attended the potluck and pizza party. Everyone was kind and respectful. She feels sure that the Dykes will follow our rules if they are aware of them. She loved the young fresh energy and their willingness to help us.
- Judith heard from a couple people who said that they would have liked for our members to be more involved with the DOB activities.
- Sherri commented that work on the Ramada electricity will be done while the emergency food storage shed is being set up. This will help with future needs for electricity in the Ramada.

New Business:

- 2026 Budget proposal and next steps – A motion was made by Sherri and seconded by Kate to approve the proposed 2026 Budget which will be sent to the membership for ratification. The motion was unanimously approved.

The budget packet will be mailed or put in mailboxes on October 20. The Budget Ratification meeting will take place on December 4, 2025

- Proposal for pre-payment for future assessment – Judith
We have already borrowed funds from the reserves to cover unplanned septic expenses this year. We estimate that the total will reach \$60,000 by the end of the year. This comes to approximately \$522 per site. This has resulted in our reserves dropping to under 70% funded. There will be a future special assessment needed to cover the septic system redesign and repair. We do not have an estimate for the total or even a date when the money will be needed. To provide RV Members the most flexibility in planning and managing their own individual budgets, a motion was made by Judith and seconded by Kena to provide RV Members the option to prepay the anticipated future assessments for their individual sites. The timing and amounts of any prepayments would be at the member's discretion and will be recorded separately from the members' monthly invoice. All prepayments will be deposited to the reserves. This motion was passed unanimously.
- Additional clarification by Board members:
 - If a person repays more than the amount of the assessment, the member will get a refund.
 - Karen will record assessment prepayments separately from the monthly invoice.

- This prepayment will help us recover the money already spent on the septic system this year and will enable us to collect interest earlier than if we wait for the full assessment.
 - Ideally, members will send a separate check to the bookkeeper with “SA prepayment” noted in the memo section.
- Use of shop space – Judith noted that it was really great to hear so many comments during the Work Session about shop use and what members hope for the shop.
 - Board member comments:
 - Judith suggested that interested people could send their proposals about what they would like to do with the shop to the Board.
 - Kena was happy to hear from those who use the shop and see the value in it as an asset to DBR. It is clear that the shop is not only valuable for personal projects but if we have a major catastrophe, the shop and its inventory of tools and materials may be used to help any rebuilding effort. She would like to see the shop altered to meet the needs of woodworkers with appropriate height work benches, etc. Also, it would be fair to make space in the shop where crafters could also work on their projects.
 - Kate acknowledged the importance of crafters having space in the shop for their projects.
 - Sherri is supportive of keeping the shop and agrees that it adds value to the park. She supports its usage for woodworkers and crafters as well. She believes that the shop needs one or two stewards and not a committee to manage the shop. There will be people around in the winter to help clean out and organize.
 - Judith is concerned about how decisions are made for the shop. There has been talk about renovations. Who makes those decisions, how are they made, how do they get feedback from other users of the shop? Those kinds of things seem to be too much for a steward. We don’t have a structure for making changes.
 - Kena believes that the structure of the facility should not be a steward issue. Perhaps that needs to be under the purview of Facilities. The inventory could be under the control of the steward.
 - Judith questioned when tools are taken out of the shop, who is consulted and who is responsible? Judith asked Bear to stay on as steward until the end of October.

This discussion will continue at the next Work Session.

- Judith motioned and Kate seconded to put a speed bump between 4th and 5th Streets on West Street. This motion passed with 4 yes votes and 1 no vote.

Judith commented that the Board needs to discuss when RFA’s may go directly to Facilities without Board involvement and when the Board needs to weigh in on an RFA involving a Facility issue or improvement.

Announcements:

If you plan to leave DBR for the winter, please complete a Departure Form (available on the website or in the office). This will help us to know who you are designating to be a contact

person for your Site in your absence. Put a note on your window or front door about who to contact in the case of an emergency if this information is not available when the office is closed.

The emergency storage shed will arrive between 3:00 and 5:00 today. All are invited to come over for refreshments.

There have been comments about people blocking the roadways and causing people who are using the street to be blocked. Please move off to the side of the road instead of blocking others.

Motion to Adjourn was made by Judith and seconded by Sherri. The meeting was adjourned at 11:12 a.m.