

Discovery Bay Women's Club

Board Meeting Minutes

October 23, 2025

by Zoom

Call to Order: 10:01 a.m.

Members Present: 32

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

Staff Present: Tanya Yada, Julia Zorthian

President's Opening Statement: Judith Wright - Judith sent a letter to potential new attorneys regarding our septic problems and outlining the situation. As of yet they have not responded. Eli Bekkevar is scheduled to come on Tuesday to level the bocce ball court down to specifications so that we can move forward on finishing the court.

Secretary's Report: Kena Warrick

Kate motioned and Judith seconded a motion to approve:

- Board of Director Meeting Minutes - September 25, 2025
- Work Session Minutes - October 16, 2025

Unanimously approved.

Report on Board Actions via Email:

The Board approved an RV Membership for Nora Jewett.

The Board approved the Intent to Assign and Convey Site 20 from Diane Phillips to Nora Jewett.

The Board approved the Intent to Assign and Convey Site 73 from Jackie Lanum to Diane Phillips.

The Board approved RV Memberships for Kelly Timmons and Melissa Anne Marsh.

The Board approved the Intent to Assign and Convey Site 66 from Karen Jeanne to Kelly Timmons and Melissa Anne Marsh.

The Board approved the following committee members:

30th Anniversary Committee

Thea Albert

Penny Barrett

Barb Clanton

Barb Gilger

Susan Martin

Evelyn Ransom - Chair

Susan Schreiber

Rita Silverberg

Liaison: Sherri Poindexter

Winter Activity Committee

Mary Hoffner

Nan Gerber

Celeste Johnson

BJ Kittlehurst

Anne Lipe

Marianne Nolte

Be Patterson – Chair

Liaison: Sherri Poindexter

Treasurer's Report: Sam Blake – CD's totalling \$175,000 have been reinvested for 3 months at 3.15% Two more CD's will mature in October.

Office Manager Report – Julia Zorthian – More people are leaving the park. Thanks to those who have turned in their departing member forms. The Safety Committee will be kept informed about who has left the park so that they may have this information in case of an emergency. Julia has been cataloging the names of previous leaseholders at DBR and this information will be given to the 30th Anniversary Committee.

Facilities Manager Report: Tanya Yada – Our septic specialist, Mike Moren was able to be in the park for two days. Tanya will be sending out a septic update with information about discoveries they have made about what is going on with our system.

The Radclyffe propane fireplace was repaired and is now available for use. Tanya will leave instructions nearby for how to turn on the fireplace. She will look into adding a thermostat to the fireplace which will allow users to have more control over the temperature. Tanya is continuing to look for ways to prepare for the power outages and winter weather to come.

Tanya has had the memorial plaque in the office updated with the names of our members who died in 2024 and 2025.

Tanya expressed concern that some water hydrants that have been repaired or replaced on members' sites may not have been stabilized with new concrete. A hydrant that has not been stabilized can move around and strain the pipes below ground, possibly damaging the park pipes that feed water to the hydrant. Tanya will be speaking with Rob to find out if he might be available for hire to stabilize hydrants for members with this problem.

We have two estimates for the modernization and improvement of the electrical equipment and wiring of the Ramada and lower restroom and to wire the new shed. This work should be done within the month.

Q: Do we need to do more clearing of the drain field?

A: Tanya and Mike will look at the drainfield today, but she believes it is looking pretty good and may not require more work..

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.)

Finance Committee – Paula Cassano – As of now, prepayments are going well. \$30,000 has come in so far. During the work session the question was asked if prepayments are made and a member subsequently decides to sell her site before a special assessment is approved, what would happen? The Finance Committee is suggesting the following options to the Board:

1. The selling member could opt to donate the prepayment money to DBWC and direct it where they want. The buyer would owe for the whole assessment.
2. The seller and the buyer could negotiate, with the help of the bookkeeper, where the money that has previously been paid would be credited. The seller could have the money credited to the buyer.
3. The seller could request that the prepaid money be refunded to her. The buyer would be responsible for the entire assessment.

The Finance Committee is recommending that the Board inform prospective buyers about the failing septic system and the pending assessment. A letter was drafted by Sheryl that could be used for this purpose. Karen was asked to keep a running tally of the money being spent on the septic so that members can have some way of predicting how much money will be needed to replenish the reserves with the special assessment. Please see the attached Finance Committee meeting minutes.

Document Review Committee – Jerri Solomon – The committee has been working on the Facilities Usage Form and working with Julia to update directories. They will be sent to the webteam today. Judith commended Jeri for help with the letter that was recently sent to the prospective lawyers.

Winter Activity Committee – BJ Kittlehurst – Game day is every Thursday in Radclyffe at 3:00. All are welcome. We will celebrate Dia de los Muertos (Day of the Dead celebration) on November 1. Starting October 26 an altar will be set up in Radclyffe. Members are invited to bring pictures and small mementos

LARC – Sherri Musgrove – We have been looking at Standards clarifying and updating them. They are making sure that they are consistent throughout the document. Next week LARC members will be discussing whether the standards should still solely exist to serve the aesthetic needs of the park or if the move to address safety and security needs should be addressed as well. Everyone is invited to attend LARC meetings and give her input.

Shop – Sherri Musgrove – There will be a shop reorganization day in two or three weeks. She will send out an announcement about date and time.

Safety – Kerrie McMillen – 64.7% participation in the Great Shake Out drill. Kerrie thanked everyone who participated. We learned things from it that we might not have without the drill. At the recent Safety Committee meeting they had a demonstration of a lift aid device that would be helpful in helping a person who has fallen to get into a sitting position. The Safety Committee will determine where the lift aid will be stored and will provide directions, demonstrations and a You Tube link. Sherri P. is willing to have her device placed in a place where it can readily be available. The park still needs more winter Street Sisters. Safety Committee meeting times have been changed to once a month in the winter. The meetings will be held on the first Monday of the month.

Member Comment: Jeri Praul has concerns about the lift aid and moving someone who has fallen and taken a big impact. It is not advisable to move them using this type of lift if they could have a head or spine injury. They should be assessed for deficits and consider the distance of the fall. A warning could be placed on the device about this. A lift assist like this might be safe for a simple slip and fall.

Pet Committee - Judy Fields - The committee is still reworking the pet rules so they will make sense to everyone..

New Business:

- How can RFA's be routed for maximum efficiency? - A year ago or so we asked that all RFA's come to a work session to make sure that they were all addressed. Could some RFA's be sent directly to facilities or the office if they do not require action from the Board? Do we want to determine a criteria for this? The recently created spreadsheet that Kate and Sherri developed will help with this. It might be beneficial for the board to create a decision tree to address routing. We can reconsider the verbiage on the RFA form. Kate and Sherri will take the lead to work on this.
- A motion was made by Sherri to approve the following additional new members for the 30th Anniversary Committee. Unanimously approved.
Julie Aegerter
Nan Gerber
Michele Ransom
Carol Odee
Anne Lisborne
- Judith moved and Sherri seconded a motion that the Board will develop ways to inform new buyers and sellers of the pending assessment and options for sellers who have made prepayments. Unanimously approved.

The board has also developed a letter for those who have made a prepayment to acknowledge the receipt of their money and what the terms of that prepayment are. Interest is retained by the park and the prepayment is refundable.

Old Business: None this month

Announcements:

- Our first book club meeting will be on November 8 at 2:00 in Radclyffe. The Briar Club will be discussed.
- On Monday the budget packets were put in mailboxes and mailed to those who are not in the park. If you are an RV Member and did not receive this information, please contact Julia in the office (office@discoverybayresort.org). Just a reminder, if you approve the 2026 Budget as proposed you do not need to take any action.
- RV Members are encouraged to take advantage of the voluntary prepayment system for repaying our reserve account for work on the septic system. Please write a separate

check and put “prepayment for special assessment” in the memo section. Thanks to everyone who is able to take advantage of this opportunity.

Motion to Adjourn the meeting made by Kate and seconded by Sam. The meeting was adjourned at 11:01 a.m.

Minutes submitted by Kena Warrick, Secretary