

Discovery Bay Women's Club

Work Session Minutes

1/16/2025

By Zoom

Call to Order: 10:02

Members attending: 48

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

President's Statement - Thank you to this community for the incredible response to our difficult week being on fire alert. We feel so fortunate that we made it through. You lifted our spirits and carried us through.

I have two things to bring up today. Everyone is aware of the problems with the septic system. Tanya will fill us in. We know that fixing the issues is imperative, and will be costly. We don't yet know how costly. With that awareness, I am going to ask all of us, the Finance Committee and the BOD, to consider postponing all spending that isn't imperative for the continued operation of the Park until we have a plan for financing any necessary repairs. That would be waiting on things like new office furniture, the Bocce Ball upgrades, the trees in the upper meadow. We didn't increase the budget by much for these things, and there may be savings in other places in the budget. There may be funds in Reserves or Capital Improvements that can be used. But I am going to ask that we hold off on non-essential spending until we know what we are going to do.

My second comment is this: Rules, policies and procedures for the Park are made after discussion in committees, then in work sessions, then by the Board at an open meeting. While there is a theoretical possibility of the BOD making a rule in an emergency, that's not how we ever choose to operate. In the 10 years I've been here, I haven't seen that done. Neither I nor anyone else on the Board sits up here and announces a new rule that no one has heard of before! So my request that we hold off on spending is just that: a request that we discuss today in the Work Session, next week in the Finance Committee, and then with the Board. It may or may not fly! There is no imperial autocracy taking over the Park.

In LARC news, Sherri Musgrove has announced that she is resigning from LARC on April 3. This is a real blow, because she has developed a thorough knowledge of LARC standards and their applications, and continued the evolution of LARC into a committee that helps us comply with the LARC standards we have all agreed to follow. This is a real blow to the park. We need volunteers to join LARC. Members that are in the park year-round are especially needed for the committee.

Dave has resigned from his position in the park, effective January 30. If you see him around please thank him for his years of service to the Park.

Thank you to Paula Cassano for the following: “Sometimes it’s the unseen work – the painstaking backend fixes and unwavering attention to technical details – that keep our community’s wheels turning.”

Report from Facility Manager – Tanya Yada

Our fence is up and it looks great. Facilities is cleaning up some branches and other debris. There is one little section at the west end that is still open. Tanya will contact our neighbor to discuss a fix.

We recently passed our sanitary survey for drinking water. A few adjustments were made to the well that the state requested.

Last Thursday Mountain Pumps came out and did some camera work and scoping on our main drain from 1st to 6th street. The pipes did not appear to be crumbling. We are still trying to discover where the issues are that are allowing the septic to be infiltrated with water.

Tanya has been pursuing the aftermath of some issues that were caused during the fiber optic installation. The park has not had to pay for about \$6000 of damages that were caused by the crew thanks to Tanya’s advocacy and oversight.

In response to a recent RFA from Marion Head, a bid is attached to these minutes for a chain link fence and gate that could be installed in the meadow near the septic control room to increase safety. Tanya is exploring options for some emergency solar lighting at the meadow. It could be controlled remotely by someone on 6th Street.

Tanya collaborated with Kerrie and Karen to create the attached park map that consolidates shut off information for utilities in the park. Copies will be made available to everyone so that in the case of an emergency water, propane and electricity may be turned off by members.

This morning Dave and Tanya checked the attic of the lower women's restroom to further evaluate the mold situation. It’s hard to speculate why there has never been a mold problem before. The mold seems to have stabilized and now it's a matter of fixing and preventing future issues. A dehumidifier and a ceiling fan that runs constantly will be installed and mold resistant paint will be applied.

Report from Office Manager – Annie Haller – Annie is sad that the furniture order may be put on hold. She had plans for a new pink interior design transformation in the office.

Update on Office Manager Search – Kate Blagdon – On December 31 we sent out an announcement of the job opening to DBWC members. Thanks to Annie and Sheryl for helping to edit the job description. Condensed job descriptions were distributed to Judy, Gail, Tanya and Briar who put them on bulletin boards all over Sequim and at the Co-Op in Port Townsend. Additionally, the ad was put into the Gudlife newsletter and an online bulletin board. So far, we have received resumes of 11 people and Kate screened them via

phone calls. About three may be interviewed. Hopefully we will be able to start interviews next week.

Open Forum for DBWC Members (At this time, members may make brief comments or address the Board with questions.)

Sharon Murphy - Has the County been contacted to check whether there is black mold in the lower restroom? It's a service that the health department provides.

Marion Head - We are going to do only two concerts this year, one in July and one in August. We did five concerts last year and with everything else that the sound people (Marianne and Kerrie) were needed for, it was quite a lot of work.

Discussion Topics

- Report on Rent Assistance Program (RAP) - Sherri Musgrove - We have created a plan for the Rent Assistance Program that does not involve the Board. A private group (Sherri Musgrove and Melissa Burke) will be in charge of the program. Members who self-identify their need should email either Sherri or Melissa to request rent assistance. People who would like to donate funding for the month should also contact Sherri or Melissa. Flyers will be sent out to all members of the community explaining the program in detail.
- RFA: New proposed signage at entrance gate - Sharon Murphy - We have 13-15 signs on the front fence. We need two signs, one on the flat side of the fence and one on the angled side. Sharon has worked with a sign company and designed two 36 inch square signs with black print. The text on the sign will say "Discovery Bay Resort, A Membership Community, Video surveillance, No public entry". Sharon suggests the red sign that has our street number be moved to the front of the guard shack so it can be seen from the street. The total price is approximately \$400 for two signs.
 - Member Comments/Questions
 - Do we need a no trespassing sign in order to prosecute? Answer: All that is required is that we have a sign indicating it's private property.
 - A group of four members likes this idea
 - Did you do some price checking? Answer: No, this vendor has been very helpful
 - Put the red sign on the back fence.
 - Are the signs reflective? Answer: Yes
 - A company we have used in the past in Sequim might be competitive. Answer: The deal has been worked out
 - Put "DBR - Private Gated Community" sign on the back fence. Move "Gate will only allow one vehicle" sign above keypad . Response: A driver following another car through the gate is not likely to be looking at the keypad.

- Is there a way to string something up above the bar to hold the “two cars sign...” above the gate? Response: That might be in the way of large trucks and park models coming in through the gate.
 - I really like eliminating the small signs and creating one to focus on. Would we want a way to identify cars that belong in the park? Has that been considered? Response: In the past we did have decals for cars.
 - Security cameras would be desirable at the gates (front and back) and much more important than changed signage and at \$50 each a much better investment. Similarly, a different and more secure kind of front gates would be a good investment. Our bars are easy to drive through and break.
 - Another member agrees with having cameras at the gate. She recently saw a family on our property taking pictures. They were there for over 15 minutes. Response: There used to be (and maybe still are) geocaches buried near the top of the park, they may have been looking for them.
 - There is a camera that currently covers the front gate. We could post some dummy cameras that are more conspicuous. This camera records for two months. The camera that is mounted on the office does not record license plate numbers.
 - Our cameras should be recorded and with starlink it might be possible to upload camera shots to the website.
 - The Sherris have a brand new Blink camera/floodlight that they would happily donate to the park.
 - Board Member Comment: The Club and the Resort do not take responsibility for the safety and security of members and occupants of the park. We cannot provide a warranty that you will be secure in the park or in your home. All members are responsible to manage their own security and safety. Be aware, lock your cars and homes.
- RFA: Discuss revising the Pet Rules to allow women to have their leashed pets in the Ramada during small, private gatherings. All pet rules would apply regarding cleaning up after pets, etc. – Sharon Murphy
 - Member Comments:
 - There are people who are concerned about pet hygiene. This is a reminder that this is outside. Some people do not come to private events because they have to leave their pets at home.

- Boy dogs like to pee and mark.
- Pet owners have been accustomed to keeping their pets away from the Ramada
- I don't believe that there is a reason to change animal restrictions in public places in the park. Residents can enjoy quality time with their pets in other areas of DBR. If we modify rules for a few individuals now, these changes will apply to all animals in the future as well. We need to consider issues of cleanliness and allergies. People promise that they will closely monitor their pets but accidents can happen. Will people have the proper cleaning supplies with them? It doesn't seem logical to change these rules. Leaving pets at home does not appear to be such a significant inconvenience that everyone else should be asked to be inconvenienced or uncomfortable instead.
- Pet Committee comments on this RFA – Sherri Poindexter: There were a few people who were okay with having dogs in the Ramada for a private event but we had significant concerns about who would police and deal with complaints, stains on concrete, smells, allergies, peer pressure to accept dogs at a gathering, etc. We do not believe that this change in the Pet Rules should be made.
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- RFA: Emergency food storage containers – Sherri Poindexter: A group of members are actively preparing for any emergency where food may become unavailable. People who wish to remain anonymous have purchased a stock of emergency food and are now requesting that a Conex container to store emergency food be placed somewhere in the park. The container will be purchased by donations. The group has been watching the cost of containers and prices are going up and availability is less. There is urgency to find a place to put the container because the space might need to be cleared and prepared. They are requesting that a task force be formed that could look at the best location for the Conex and work to solve issues related to its placement.
 - Member Comments/Questions
 - Was this a case of the “cart before the horse” with the food having been bought before we have storage? Response: We asked permission for short term storage in the men's restroom by the pool, but did not call Tanya on her vacation. We purchased the food because we were alerted that prices would go up for bulk buying and we took advantage of the current prices. What has been bought is just a start. A second shipping container could be used for non-food items and items stored in the CERT/Safety Shed
 - Was the Safety Committee involved in the purchase of the food?

- The storage containers will be water tight and rodent tight. We could look at a way to make it look more aesthetically pleasing.
- Behind the dryers is a locked room that could be an alternative place to store the food.
- Thank you to the people who are thinking about this and who have donated time, effort and money. Crises are coming at us fast and furious. I am all in favor of setting up a task force.
- Thanks to those who took the initiative. After watching the catastrophic events in Los Angeles, I believe it is important that we gather as a community to do this.
- Question about storage of food in the containers. Will they be temperature controlled? Usually a cool dry place is necessary.
- Individuals must also be prepared and not depend entirely on the community.
- Temporary people that are here in the summer may not have planned for emergency food but would need to be cared for too. Thanks to the volunteers who took this on.
- In the event of the Cascadia earthquake event, we could become an island cut off from services. During a catastrophic emergency, we might end up needing to provide shelter and food to people from outside the park.
- This is not a new idea for the park. We have been looking into food storage for a long time. We almost got a Conex, but the fire department would own it. Individuals might not have enough room to store enough food for a month. Having community food makes sense.
- This food would be used for communal meals. It may be impossible for people to cook for themselves due to propane not being available in an emergency situation.
- The storage containers, so the park is better prepared with food and emergency supplies is important and deserves everyone's support. We don't know when or what will occur. We are in very uncertain times both in terms of climate/weather events and politically. This is not an area where we should be sticking our heads in the sand and hoping for the best.
- Would the containers withstand fire and water? Response: Yes
- Insulating and putting fans in the container would be advisable.. There are other communities in our areas who have done this.
- Maintenance of containers will be critical as well.

○ Board Comments:

- Process question – I am confused about how we got this far down the road on this project before it was brought to the community or Board? Are shipping containers the only option?
 - If it is determined that we don't want to store the food then the members who made the investment in the emergency food will find a way to store the food privately.
 - We cannot place a permanent structure on the property for storage due to limitations by the County.
- RFA: Purchase a “home security camera” to be placed near the office – Sheryl Haller
Sheryl requested that we postpone this RFA until the next Work Session.

Announcements: Due to the length of today's agenda, the Study Session which was scheduled after this meeting will be postponed.

Motion to adjourn was made by Gillian and seconded by Sam. Meeting adjourned at 11:28 a.m.

Minutes submitted by Kena Warrick, Board Secretary