

Discovery Bay Women's Club

Board Meeting Minutes

July 23, 2026

By Zoom

Call to Order: 10:00 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: Julia Zorthian and Shay Collins

President's Opening Statement - Judith Wright: This is the last regular meeting of this Board. Judith thanked Kate and Kena for their service on the Board. Julia and Chicken are leaving for Portland. We are sad to see them go. We are confident in Shay and we know that she will do a great job. The topic of dead trees is being added to today's agenda.

A reminder to Committee Chairs to have a report from their committee ready to present at the Annual Meeting next Saturday, 8/1.

Secretary's Report - Kena Warrick:

Motion made by Judith and seconded by Kate to approve:

- Board of Director Meeting Minutes - June 25, 2026
- Work Session Minutes - July 1, 2026

Unanimously approved.

This month the Board approved a Social Membership for Anne Anderson (staying on Site #27) and an RV Membership for Grace Edwards who is Jackie Cairns' granddaughter. She will be added as leaseholder on Jackie's lease for Site #74.

Treasurer's Report - Sam Blake: It has been a busy time for investing CD's. We had \$120,000 general cash to invest in a six month CD at 4.05%. We took \$300,000 of the Special Septic Assessment money and invested it in five CDs - one \$100,00 CD and four \$50,000 CD's for three months at 4.0%. Since then we had three other recurring CD's mature for a total of \$324,000 - one \$100,000 CD was invested for three months at 4.0%, another \$100,000 for six months at 4.5% and \$124,000 for three months at 4%. The CD's are ladderred to mature at various short intervals so that we may have access to the money if needed, especially as we anticipate payments for the septic repair. In addition to these CD investments we withheld a little over \$100,000 from the Special Assessment in our reserve bank account to pay bills for septic expenses as they arise.

Office Manager Report - Shay Collins and Julia Zorthian: PUD has new rates that have just gone into effect. The new rates will be reflected in the electric bills this month. Julia's last day with us will be at our Annual meeting. She is so grateful for having had the experience of working at DBR.

Facilities Manager Report - Judith Wright for Tanya: The pits that were dug in the meadow have been filled. The concrete for the entrance to the pathway will be poured today.

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

Finance Committee - Paula Cassano: The Reserve Study is completed and has been posted on our website. Paula and Sheryl will be giving the Finance Committee report at the Annual Meeting. Budget Week is scheduled for September 14-18. RV members are welcome and encouraged to attend.

The committee would love to welcome more RV Members to join the Finance Committee.

Special Assessment update - We have received \$423,965.47 in payments. We expect to receive \$151,034.53 in future payments. 73 Sites are paid in full. 10 Site leaseholders have not paid yet. All 12 Sites on payment plans have made payments.

Septic Expenses from May 2025 to June 2026 - We have had approximately \$126,000 in septic expenditures from May, 2025 to June 2026. The expenses included septic repairs, pump replacements, jetting, consulting, inspections and legal expenses.

30th Anniversary Committee - Evelyn Ransom: Thanks go out to Nan Gerber for gathering the names of almost all of the leaseholders, past and present, who lived at each Site. Barb Gilger did a fabulous job collecting photos and putting them on the office displays. The Decorations Group's maps and banners in the office are wonderful. Please come and put a red pin on the map showing where you came from. Thanks to the Speaker's Committee who contacted past residents and presidents who will speak this coming week. The Derivative Duo will be here on 7/27. They will share their songs representing the three decades of DBR's existence. On 7/28 a panel of our earliest residents will share their stories and on 7/29 we will hear from a panel of our Board Presidents from the past and present. The rest of the year will continue to be a part of our 30 Anniversary too. Anyone who would like to create events or bring information to the Park is encouraged to do so. The ice cream cart will be traveling around the park selling ice cream all day Sunday and on Monday during the Derivative Duo's concert. Thanks to Tanya for her assistance with the set up for the 30th Anniversary events.

- Board Comments

- Judith Wright - Did not expect to be caught up in all of the memorabilia and displays in the office. It is fascinating and a treasure for the rest of us. This has been an enormous amount of work. Thank you to all who have been a part of creating such a wonderful celebration.

Green Team - Jackie Lanum: A reminder that there is a sign up sheet for the recycling task force in the office. Only a couple of people have signed up. The Green Team is not able to handle the task of recycling but supports this endeavor. The recycling team is still collecting cardboard. Jacke Weathers and Barb Clanton did some work on the Nature Trail. They have tags identifying trees. Tanya put a new sign identifying the nature trail with a board where information about the trail may be posted. The booklets that Judith Wright and Becky Stinson created will be back. The team is looking for a speaker to come to the park to talk about Dark Skies bird migration. The team is talking about invasive species and are focusing on holly now and learning to differentiate it from Oregon Grape. They are encouraging members to communicate and participate in ride and errand sharing. The County has free bus service. BJ sourced some guides for the bus routes. The bus schedules are in slots above where pamphlets are located in the office. The team is encouraging Tanya to look into solar for our new septic system. It could save us money and be a good backup in case of emergencies. The most recent SOS was about water conversation and how this lessens the burden to the septic system. SOS's are posted at the end of the mailboxes. We have exciting meetings and invite others to join us.

- Board Comments:

- Judith Wright: Is there a time and a plan of attacking the holly tree? Judith and Susan have an Oregon Grape planted in a planter near the road. Anyone can take a look at it to see how it is distinguishable from holly. Marianne and Judith took out loads of holly a couple of years ago over by East Street and it is back.

Answer: The time for holly removal will depend on Tanya's schedule. The Green Team will be drying the wood from the tree for turning. There is some holly growing on Sites as well as in the forest,

Activities Committee - Michele Ransom: Thanks to Deb and Diane for getting the food and supplies for the 4th of July picnic. Thanks to Barb and Jackie for all of their help. Thank you for the grillers - Kelly, Jackie and Michele. The July Birthday on the 12th was a great activity. Everyone commented on the beautiful sign and the game schedule on the white board. The Activity Committee on the 27th will be canceled since it conflicts with the Derivative Duo. Jackie W. and Barb C. brought great energy to the Park and the Activities committee.

New Business:

- RFA: Sherri Poindexter - Change times for Work Session and Board Meetings - This RFA will be voted on by the new Board in August when the Board decides the schedule for meetings.
- RFA: Sherri Poindexter - Change LARC Standard 6.4 - allow placement of Living Units on Sites to be 2.5 feet from side site boundary instead of the current 5 feet.
After our last meeting and based on Kate's comments, Sherri did more research on County Standards. She still hasn't found anything that specifically says that anything less than five feet between two Sites would be a problem. She knows that there have been comments on Facebook and she has asked that those people communicate directly with the Board. She has looked at Fire Codes for the County and could not find anything that would limit us being five feet between living structures.

Judith would like more time with this decision. She has not looked into this and wants more answers.

Sherri commented that she started this RFA back in February and needs a decision so that she can move on with her plans and what she wants to do on her Site. She can wait until August as long as there is a decision then. She wants people to be informed but she needs some resolution.

Judith moved that the decision on this RFA be deferred until August, Kate seconded.
Unanimously approved

- RFA: Shop Team - Proposal to clean up and reorganize shop followed by developing a structure of shop management, programs and classes.

Judith moved and Sherri seconded that we establish a Shop Team to clean out and reorganize the Shop. This would be contingent on Tenna Matthews being the project lead and empowering her to make any necessary decisions about the Shop, disposition about the equipment in the Shop, and the work to be done and who is involved in the tasks. The team will consist of Tenna, Sherri Musgrove, BJ Kittlehurst, Karen Kittlehurst, Gillian Herbert and Deb Sabotta. Unanimously approved.

Judith wants to give Tenna this level of "dictatorial" authority to hopefully avoid disagreements about the inventory of tools and possible interpersonal conflicts about how to reorganize the Shop.

- RFA: Jackie Cairns - Proposal for a second category of Social Membership

Judith moved and Sam seconded that this RFA be denied at this time. The Board would like to see a group of interested parties who have varying opinions on this topic get together and bring a proposal to the Board in the next six months with clarification about who could be included in a second tier of Social Membership and what their privileges would be. Unanimously approved.

- Discussion:

- Sherri believes that there is still much interest in this RFA and a timeline should be set for when we will have the discussion. She recommends that a group work on coming to a compromise representing people who support and do not support the RFA bring a recommendation back to the Board by next March. Sherri would like to avoid “long term” churn over this topic.
- Dead Trees: Judith Wright: When one of the dead alder trees randomly fell (not due to wind) we were confronted with the fact that there is a danger to people and pets and to our extremely expensive septic buildings, wires and propane tanks in the meadow. As a precaution, Tanya will move the benches away from the western side alders to under the oak trees. We need to hire a forester or arborist to evaluate the trees in the meadow for stability and to determine which ones need to be topped, and which ones need to come down completely. We need to make this study a priority and bring the report back to the next Work Session for community comment unless the report says that urgent work is required. If we have to borrow from the reserves we will. This is a danger that we know about and we must act on it.

Judith moved and Sherri seconded that we hire a forester or arborist to do an evaluation particularly on the Eastside drive to determine management of trees and to empower Tanya to act on anything that is urgent without consultation with the Board. Unanimously approved.

Sherri pointed out that giving Tanya this authority is necessary due to our liability and that Tanya put caution tape around the trees.

Member Comment:

Jackie Lanum: Recommended to the Board that when we choose someone to assess the trees that it not be someone who has a vested interest in getting paid to cut the trees.

Announcements:

Ballots for the BOD Election and Audit Vote are due in the office by July 30.

Sign up sheets for your entree choice for the Annual Dinner are on the table in the office. If you are able, we would also appreciate your help with set up or clean up for breakfast and dinner. Please sign up in the office by 7/24.

Volunteers are still needed to organize a few events for the Annual Weekend. See the *Save the Date* flyer that was last week. Please contact Kena (kenadbr@gmail.com) if you are able to volunteer to help with an event.

Kelly Timmons will be doing a presentation on prehistoric rock art on Sunday, 7/26 at 6-8 p.m. in Radclyffe.

Motion to Adjourn: Made by Sherri and seconded by Kate. The meeting adjourned at 10:58 a.m.

Minutes submitted by Kena Warrick, Board Secretary