Discovery Bay Women's Club
Board Meeting Minutes
8/27/2026 3:00 p.m.

Call to Order: 3:05 pm

Members Present: 35

Board Members present: Sherri Poindexter, Sam Blake, Judith Wright, Deb Wertz, Julia Aegerter

Staff Members present: None

President's Opening Statement - Sherri Poindexter

The Chat - we piloted at the Work Session and have received some feedback;

- That it was "disjointed" in that the chat was sometimes read after the topic had moved on.
- People already in attendance and speaking in the meeting used chat and repeated concerns which went against the initial intent of allowing for people in an environment (work, doctor's office, restaurant) where they couldn't talk to be able to participate and that didn't happen.
- It was good to have someone monitoring the chat.

Based upon this feedback we are going to hold off on using chat again. We would appreciate it if members that want chat used would research how to make it successful. Another option is to text someone you know is attending and ask them to share your input.

There was a question about member access to the Minutes, Notes and Recordings.

Minutes:

- We have "learned" that Official Minutes from the Board meetings (including work sessions) are to include how many Board member and how many DBWC members where in attendance.
- only include the motion that was made, who made the motion, any revisions to the motion, who seconded the motion and results of the vote.
- Minutes will be shared with the membership via blast emails and posted to the Website. We are still working on timing of things due to transition to a new Board and we appreciate your patience.

Notes:

- Since the details (discussion) of what happened during the meetings are not part of the official Minutes we will make Zoom generated notes available.
- **Zoom generated notes are not totally accurate so consider that when you read them as the Board is not reviewing and/or editing these notes.**
- **Since Zoom notes aren't reliable we encourage the Members to attend the zoom meetings.**
- Notes will be shared with the membership via blast emails and posted to the Website. We are still working on timing of things due to transition to a new Board and we appreciate your patience.

Recording:

- Recordings are not available to the membership
- The recordings are only used by the secretary to confirm the Minutes accurately reflect the votes/decisions and are then deleted when the Minutes are created
- Though we understand the request to provide access to the recordings this is a labor intensive activity and as such we will continue with our exist process of only the secretary using to validate the Minutes.

Strategic Planning Committee update:

The vision for the Strategic Planning Committee was to establish a plan to address Infrastructure needs for the long term sustainability of DBR. The plan would include recommendations, costs, timeline, and short term and long term goals with specific tasks milestones.

Melissa, Lynn, Rusty (Deb) and Julie met and discussed what next steps would be. Melissa and Lynn have already or are going to meet with the rest of the group and share that discussion.

At this time we are all aware of the Septic Drain field needed repairs/ replacement. Since there isn't funding available we won't be proactively making improvements to the infrastructure (e.g., replacing electric lines, replacing water lines, drainage, remodeling of Radclyffe, changes to the Ramada). We will continue to make repairs on an as needed basis.

Currently the Strategic Planning Committee is looking at how to improve the non-infrastructure needs of the park. Rather than ask the committee to work on a plan that we wouldn't be able to implement we are deactivating this committee at this time.

We value and appreciate the work that Strategic Planning members have been doing and thank them for it. We also encourage the members to create their own group established upon their common goals. This group, like other grassroots groups, will not report to the Board. We have seen how a group of women can be successful in these grassroots efforts. Many come to mind: RAP, Stoicism group, Coffee Time meetings, Drumming Circles, Emergency Barn Shed, Eastland and there have likely been others over the years. Just like any member of DBWC, this group is encouraged to submit Requests for Action (RFA) for their recommendations for community input and Board decision.

Reminder there is a training on the Governing Documents that everyone can attend right after the Board Meeting. The focus will be on "training" for the Board.

Secretary's Report: Julia Aegerter

Motion to Approve:

1. Board of Directors Meeting Minutes - Aug 1, 2026. Made by Sherri Poindexter, seconded by Judith Wright

Unanimously Approved

2. Work Session Minutes - Aug. 20 , 2026. Motion made by Judith Wright and seconded by Deb Wertz. *Unanimously Approved*

3. The Board electronically approved:
   A) the addition of Kena Warrick to the Finance Committee
   B)the addition of Kena Warrick and Anne Lipe to the LARC Committee.

4. The board also electronically approved cancelling Barb Gilger and Dave Iverson's credit cards.

5. The board also electronically approved removing Kena Warrick and Kate Blagdon as signatories and adding Julia Aegerter and Deb Wertz.

<u>Treasurer's Report:</u> Two CD's are coming due and will be reinvested. Sam made the motion: "Contract bids that are $3,000 and above will need board approval." Sherri Poindexter seconded. *Unanimously Approved*

<u>Office Manager Report :</u> None

<u>Facility Manager Report :</u> "A contractor has been selected to work on the dead alders at the east and west of the meadow, the work will take place towards the end of September, official date will be shared soon.

We have a possible candidate for a new member on the facilities crew, and an in person interview is taking place next week.
Today work began on a fresh coat of paint on the lower restrooms.

"Facilities is attempting to grow new grass around the new concrete walkway to the ramada, we have added seed and soil and are trying to do a good watering Monday-Thursday to encourage sprouting. Please DO NOT turn off or move the sprinkler. Also, facilities has received a few noise complaints lately when performing building maintenance, please keep in mind that our facilities crew is only present in the park part time and though we try we cannot always work around the many meetings. It's important for us to chip away on maintenance and upkeep otherwise it will get out of hand and could start to look rundown around the park."

Reminder: No staff will be present on Labor Day.

Committee/ Task Force/ Working Group Reports:

Safety - Kerrie announce no covid vaccine available on Sept 8 - you can still get a flu shot on that date.

Finance - Sheryl Haller announced that the committee met during August and reviewed financial reports. We are a little over budget for the year but there were some areas where we were under and others where we were slightly over. Under budget on salary, the walkway was pricey, real estate taxes were unexpectedly high this year and accounting fees also affected it.

One piece of good news - there was only one fairly minor (under $1000) repair done to the septic for the whole month of July. So far on assessments, we have received year to date $469,156. The amount that is still owed at the end of July is $105,844. Septic expenditures paid by borrowing from reserves since July, 2025 are $126,845.

We currently have $300,000 invested with DA Davidson. Budget Week begins Monday 9/14/2026 in the Office and on zoom. It will be from 10am to 1pm, continuing Tuesday and Wednesday. On Thursday we will make our presentation to the community and Board and Friday we will meet to rework if necessary. The Finance committee, wants you to know that they welcome any offers of food to keep them going. Last year they got treats and it was nice. Everybody is able to observe the process of Budget Week. We do ask that if you come to observe, do not talk among yourselves or comment to the Committee. That would interrupt the process. It quite laborious and we have enough trouble hearing each other.

Activities- The Activities Committee met on Monday the 7th - and only the chair of the committee showed up. There will be a Taco Bar on Labor Day. There will be a September Birthday Party and the continuation of Games.

Sign up sheets for the Taco Bar are in the Office as well as one volunteers for the for Winter Activities Committee.
The Next Activities meeting will be on Monday August 31.

There is a sign up sheet in Office for those interested in taking the Port Angeles Underground Tour. If there is enough interest, the tour will be scheduled. It requires the ability to go up and down stairs, which might limit participation.

New Business:

RFA: Sherri Poindexter. Living Structures distance be reduced from 5 ft to site line to 2.5 ft from site line. AT this point Sherri recused herself due to a conflict of interest.

Judith Wright moved that:

"A new RV Housing Unit being brought in to replace an existing RV unit owned by the same RV Member, must comply with the current placement standards if possible.

However, in order to provide separation from a neighboring site, the replacement RV housing unit may be closer to a shed or accessory room than the 5 feet normally required. The RV housing unit must be the maximum distance then possible from the shed. Any sheds or accessory rooms added after the placement of the RV must meet the standards existing on the date they were added.

If unable to comply with the placement standards even when closer to the shed or accessory room, the standards in place when the original unit was brought in may be used. This applies only to replacement of units that have been permanently parked, meaning units that have not been used for RV camping after being brought into the Park, or have not been converted to permanent use by the addition of skirting, etc."

Deb Wertz called the question, Motion carried 4 Ayes, 1 Abstention.

RFA: Dianne Phillips. Please upgrade Microsoft Word on the shared member computer in the Office.

M*otion:* Since we want to replace lobby computer, we will ask Diane to see if she can raise funds to cover the cost. If that doesn't happen in two weeks time then we will look at this during Budget week.
Passed Unanimously.

RFA: LARC is requesting a revision to DBC rule 8.1 naming some items that do not need LARC approval (ie. Hanging plants). LARC wants this specified in rule 8.1 so that people do not have to submit a LARC request in order to make small changes in the appearance of their house or site.
Moved by Judith Wright, Seconded by Sam Blake
Passed Unanimously.

RFA: Kerrie McMillen - add railing along the back side of stage in Ramada.

Motion : Authorize Facilities Manager to put the railing along he back of the stage.
Moved by: Sherrie Poindexter
Seconded by: Judith Wright
Passed Unanimously.

RFA: Web Team The Web team wants to add: "Radclyffe may be reserved for up to two occurrences at a time for exclusive events which are not open to all Members."

Motion by Sam Blake:
"Recurring meetings (private or not) are allowed to reserve up to 3 weeks in advance on the calendar. As each week passes, recurring meetings will be automatically extended on the calendar when no one else has reserved the space. This gives others the opportunity to get on the calendar. If someone wants time when something is already scheduled, they will need to contact the person who holds the reservation and ask directly. To facilitate this, all calendar reservations must include full name, plus email/ phone#/site #.
Exceptions to this policy are Board, Committees, and CERT meetings. Those meetings get priority over all others."
Seconded by Judith Wright

Judith offered the amendment, “This information will go on the web site page for the Web Team.”

The amendment was accepted.
Motion Passed 4 in favor, 1 Abstention.

RFA: Sheryl Haller requests that the Board clarify the role of the WEB Team in regard to deciding how reservations are made for the community gathering spaces.
RFA dies for lack of a Motion.

<u>Announcements:</u>

Documents Training immediately following this meeting and on the same Zoom link.

Motion to Adjourn: made by: Deb Wertz
Seconded by: Judith Wright
The meeting adjourned at 4:01pm

Minutes taken by Julia Aegerter, Board Secretary