

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
January 12, 2006

1. **Call to order:** Barbara Barnhart, President, called the regular Board of Trustees meeting to order at 7:00 P.M.
2. **In Attendance:** Barbara Barnhart, Ben Fellows, John Garrett, Brian Ritchie, Robin Scherting, and Georgette Semick.
3. **Action on Minutes:** Fellows moved (passed 5/0) to approve the minutes of the Regular Board Meeting of December 12, 2005.

4. **Treasurer's Report:** (a) As of **December 31, 2005** the Checking Account total was \$16,998; the operational investment account balance was \$5,324; and the reserve investment account balance was \$10,024. The three CD accounts without accrued interest total \$302,647. The two Risk Free Reserve CDs total \$70,000. This totals \$404,993 in cash and investments. Since the beginning of January, with new payments from members, the checking account balance has increased to over \$87,000 (as of January 4th). We will do an estimate of cash need, including the Tank 7 build-out for the next 4 months, and determine whether a short term CD can be recommended (b) Memorial and fundraising funds in a separate account total \$10,750. (c) Accounts Receivable: 5 accounts were delinquent, down from 8 last month. Total Accounts Receivable is \$6,313, of which one account is \$3,702, or approximately 59% of the total amount. The property sale has not closed and is reportedly tied up because of loans encumbering this property commingled with other property. Accordingly, we have asked the attorney to proceed with action which was suspended several months ago. The second account owing \$1,224 has a lien on it. A letter requesting payment or negotiation of payment by December 31 went unanswered, so the manager has forwarded the information to the attorney for action. A third member with an account over 90 days has the house up for sale, so, no legal action has been taken on that property. A conference call with the attorney will be scheduled to discuss this and other A/R matters during the coming week. (d) 2005 Consolidated Income Statement: Preliminary (unaudited) results for the year show that income in the General Fund was up slightly over budget by 1.7 %, but expenses were higher than budget by 2.6%, with a net income/reserve transfer below budget of approximately \$1,293 or (5.5%). Water Operations yearend preliminary results show that income was less than budgeted by (3.1%). However, expenses were also less/better than budget for the year at 7.8%, resulting in a net income/reserve transfer of \$4,214 or 20.3% more than budgeted. Marina preliminary results have income at 7.4% better than budget and expenses 33.6% better than budget, for a net income/reserve transfer of \$17,490 vs. \$4,777 budgeted. We must emphasize that these are preliminary results which require additional review and adjustments before the audit. At present the auditor meeting has not been scheduled. (e) Quarterly Financial Report: The yearend report is typically published in the February newsletter.

5. **Committee Reports:** Building: Written report by Don Lee, Chair, and orally given by John Garrett. The Committee approved one tree cutting permit and issued two building permits. (See attached report) Emergency Planning/Neighborhood Watch: Written report by Rhebe Greenwald, oral report by John Garrett. Eight new block captains have been added in areas where we have not had them before. We hope to have 100% coverage in the near future. Copies have been obtained of a Washington State Disaster Preparedness Handbook for every home, and their distribution to each occupied home will be accomplished by block captains by January 15. A reminder was provided for the January daytime CPR and First Aid classes. Evening classes are coming in April. Let us know if there is interest in a family CPR class for parents and children (Diana Cowan 385-2394 or Rhebe Greenwald 379-0589). (See attached Report) Environmental: No report, but a reminder of a January Ann Candioto presentation. Finance: No Report. Fitness Committee: No Report. Marina: Written and oral report by Gary Rossow, Chair. The Committee recommends that quotes be obtained for replacing the two out-of-harbor moorings, which have

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
January 12, 2006

deteriorated to the point where they should not be used, and are recommended for replacement with state-of-the-art, helix style anchor moorings and new tackle. A replacement quote was obtained of \$2,800 - \$3,000 per installed mooring. A recommendation to the Board will be provided when the Committee has sufficient information. A member who heads the Port Townsend Power Squadron presented information to the Committee on opportunities for boating and safety inspections by the Coast Guard Auxiliary. We will host a boating safety class at the Clubhouse on three evenings in April, and we propose to invite non-members. This course would qualify persons for the new State certificate requirements for person under 55 years of age. Also, Coast Guard safety inspections will be offered at the Marina on a selected week end day. Slip sharing for improved Marina usage is being discussed. Current work projects include: repairing links connecting ramp docks; repair/replacement of dock rollers at the pilings; completion of an experimental dredge tool; and the beginning construction of replacement dock segments. We are recommending that the future of the marina be addressed from various aspects, and that a small group be formed to develop and articulate options for consideration by the committee and community. (See attached report) Membership: No report. Neighborhood Watch: Combined with Emergency Preparedness, above. Nominating: No Report. Pool: No report. Roads: No report. The many responses to the Road Survey are being tabulated. Social Club: No Report Water: Ed Skowyrza provided an oral and written report that traced the history of our water right capacity from 1965 to the present. Based upon our current state approved water plan allotment of 192 Acre-Feet of water and based upon current use numbers, this allows us approximately 257 gallons per day for each of our 665 *projected* connections *at full buildout*. Our permitted per day per household rate (257 gallons) is below the federal recommendation of 300 gallons per day for normal, healthful usage and slightly above our 250 gallons for Cape George pricing boundary. Ed stated that it is imperative that we develop a water conservation plan and that new Water Committee members be found to help in this area.(See attached report.).

6. Manager's Report: Gail Williamson provided an oral report. (1) The barricade fence was built on the Marina's north jetty, in response to sinkholes appearing. (2) We are almost ready to go on the new water tank. Bids have come in for the site prep and the cost for the tank is approximately \$10,000 higher than expected due to the high cost of gravel along with unexpected soil and concrete testing fees. (3) The member who has had the problem tenant has not evicted them yet and has been fined \$150. She will receive stiffer fines if the people don't move soon. Member said she has started the eviction process, but we haven't received copies of the eviction paperwork. (4) The Fitness Room needs a camera that has a better range of sight. The current camera can view only half of the room, so we cannot see any activity within the other half. Manager is researching different types of cameras including motion sensing, and "room panning" cameras. (5) Manager has received two bids from pesticide companies to rid our barn of powder post beetles. She will get more bids and if the amount of the chosen estimate is under \$1,000, she will arrange for the chosen company to treat the barn.

7. Member Participation: A member reported that there did not seem to be a reasonable handling of their marina slip assignment and wanted assistance in dealing with the issue. They also wanted to know how we established and maintained the marina rules. The Marina Committee Liaison Trustee, Brian Ritchie, agreed to work with the member and the Harbormaster to attempt to reach a satisfactory accommodation. Ben Fellows provided a brief, precise description of the process used to modify Cape George rules, regulations, and guidelines, which apply to the Committee's specific actions, as the Board's designated acting functionary.

8. Information (1) Considerations of marina changes to designate six 40' slips as twelve 20' slips and to limit boats to a maximum of 30 feet in length were both considered and dropped. Data supplied by our President relative to the lengths of boats on the slip waiting list, with 42 members

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
January 12, 2006

on it, requesting 45 slips, indicated that the preponderance of slip requests were for boats (owned or planned) that were in excess of 20 feet (40 out-of 45) and 15 of these were for boats of 30 feet or more in length. There was also sufficient opposition to these measures to make it a contentious issue. (2) The Board will consult with legal counsel concerning plans to enforce the minimum residence value covenant.

9. New Business:

- A. Marina Usage Rule 16 (CP03 (12/04)) Semick moved (passed 5/0) to revise Marina Usage Rule 16 (CP03 (12/04)) as published in the January newsletter
- B. "Classes in Clubhouse" Form CP02-f (03) Garrett moved (passed 4/1) to modify the insurance requirements for member and non-member instructors charging a fee for classes held at the clubhouse so that insurance is required if risks to persons or property are foreseeable.
- C. Fees for Spanish classes Scherting moved (passed 5/0) to approve the use of the clubhouse at no charge for Spanish language classes for members where the member instructor charges a fee.
- D. Demolition of Structures Fellows moved (passed 5/0) to publish in the February Newsletter for member comment and for final consideration at the February Board meeting, a proposed amendment to Building and Property Regulations, Section III, General Provisions concerning demolition and removal of structures; with any such rule amendment to be subject to final approval by members.
- E. Remodeling of Residences and Ancillary Buildings Fellows moved (passed 5/0) to publish in the February Newsletter for member comment and for final consideration at the February Board meeting, a proposed amendment to Building and Property Regulations, Section IV, Building Permits, Paragraph 1, concerning remodeling of residences and ancillary buildings; with any such change amendment to be subject to final approval by members.
- F. Limiting Rentals to 100 People: Scherting moved (passed 4/1) to amend Use of Clubhouse (CP02(01/06)) by adding the provision at 3.c as follows: "Attendance at the private rental event shall be limited to 100 persons unless the Manager, after considering parking impacts, food service plans and other relevant factors, grants an exception allowing a larger attendance."
- G. Clubhouse Rental Agreement: Scherting moved (passed 5/0) to amend Use of Clubhouse (CP02), Clubhouse Rental Application Agreement (FORM CP02-a) and Clubhouse Use Requirements (FORM CP02-b) to provide for administrative clarifications and conformance with new State law concerning smoking.
- H. Internal Fund Borrowing: Fellows moved (passed 5/0) to authorize the borrowing of funds from our General Reserves (as per FIN05(04)) in the amount of up to \$15,000 to pay for higher than expected services for the procurement of tank 7 of the water system.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
January 12, 2006

- I. Tank 7 Contracting Services: Ritchie moved (passed 5/0) to authorize the Manager to proceed with the contracting for specific services for water tank 7: Building Tank; Laying Pipe; Site Preparations; and Soil and Concrete Testing.
 - J. Check Signing Authority: Ritchie moved (passed 5/0) to authorize non-officer Board members to have check signing authority (to accommodate anticipated simultaneous absence of officers).
 - K. Resolution to Transfer Funds: Garrett moved (passed 5/0) to authorize the President and Treasurer to sign a resolution authorizing the transfer of excess funds pursuant to IRS Section 118 and Revenue Rulings 75-370 and 750371 as approved by members on the December 2005 ballot.
10. **Announcements**: (a) Regular Study Session: February 14, 2006 at 3:00 p.m. at clubhouse.
(b) Regular Board of Trustees Meeting: February 16 , 2006 at 7:00 p.m. at clubhouse.
11. **Executive Session**: Scherting moved (passed 5/0) that the Board adjourn to Executive Session to discuss personnel matters. We went into Executive session at 9 p.m.
12. **Return to Regular Session**: The Board returned from Executive Session at 9:45 p.m.
13. **Continuation of New Business**: Garrett moved (passed 5/0) to give COLA and Merit raises to our employees according to the attached schedule.
14. **Adjournment**: The President adjourned the meeting at 9:50 p.m.

Submitted by:

Approved by:

John Garrett, Secretary

Barbara Barnhart, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
February 12, 2006

1. **Call to order:** Robin Scherting, Vice President and Acting President, called the regular Board of Trustees meeting to order at 7:00 P.M.
2. **In Attendance:** Ben Fellows, John Garrett, Brian Ritchie.
3. **Action on Minutes:** Ritchie moved (passed 3/0) approval of the minutes of the Regular Board Meeting of January 12, 2005.
4. **Treasurer's Report:** (a) As of **January 31, 2006** the Checking Account total was \$154,295; the operational investment account balance was \$5,343; and the reserve investment account balance was \$10,059. The three CD accounts without accrued interest total \$302,647. The two Risk Free Reserve CDs total \$70,000. This totals \$542,343 in cash and investments (b) Memorial and fundraising funds in a separate account total \$10,010. (c) Accounts Receivable: 27 accounts were delinquent, up from 5 last month, a common phenomena in January. Total Accounts Receivable is \$10,512, of which one account is \$3,712, or approximately 35% of the total amount. The property sale has not closed and is reportedly tied up because of loans encumbering this property commingled with another property. Accordingly, we have asked the attorney to proceed with action which was suspended several months ago. The second account owing \$1,234 has a lien on it. A letter requesting payment or negotiation of payment by December 31 went unanswered, so the manager has forwarded the information to the attorney for action. Nothing was reported on this issue at this meeting. (d) January 2006: Consolidated Income Statement: Preliminary (unaudited) results for the year show that income in the General Fund was below budget by about 2.9 %, again, a usual January phenomena, and expenses were lower than budget by a significant margin due to a budgeted but as yet non-activated transfer of funds of over \$26,000 to the Water Capital Expense and some other smaller variances: Water Operations preliminary results show that income was over budget by about 1/10th %. Expenses were also less/better than budget for the year-to-date at about 14% due to a variety of minor as-yet-to-be-paid expenses. Marina preliminary results have income at 6.7% better than budget and expenses 3% more than budget. We must emphasize that these are preliminary results which require additional review and adjustments before the audit. At present the auditor meeting has not been scheduled. (e) Quarterly Financial Report: The yearend report is typically published in the February newsletter.
5. **Committee Reports:** Building: Oral and written report by Don Lee, Chair. The Committee approved three tree cutting permits and four earthworks requests, and issued two building permits. (See attached report). Children's: No Report. Emergency Preparedness/Neighborhood Watch: No Report. Environmental: No report. Financial: No Report. Fitness: No Report. Marina: Written report by Gary Rossow, oral presentation by Gail Williamson. (a) The sinkhole problem of the North marina entry wall has worsened due to the recent storms. (b) The Marina Committee is working with a local contractor and has made preliminary contacts with permit agencies to repair the wall. (c) Five slip vacancies are being assigned to those on the waiting list. Slip reassignments are also taking place to better utilize the marina space. (d) A written proposal is being prepared for the Board's consideration to allow sharing of moorage. (e) Another proposal is being prepared to address the provisioning of power outlets in and around the boat/trailer storage area.(f) Ongoing and completed work projects include: (1) new ramp dock extension and new connectors, (2) replacement of damaged piling rollers in North marina, and (3) construction of replacement dock segments. (See attached Report) Membership: Nine new members have joined us as the result of the purchase of lots and homes, (See attached Report). Nominating: No Report. Pool: No report. Roads: No report. Social Club: Oral report given by Robin Scherting. (a) There will be no Bazaar in 2006. (b) This will probably be the last Granny's Attic, with 50% going to the Fitness room. (c) The Salmon BBQ volunteer signup needs at least 40 responders/helpers or the BBQ will not take place. A "please volunteer" notice will be in the March Newsletter, and the volunteer results and its

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
February 12, 2006

effect will be discussed at the March Study Session. The anticipated date for the BBQ is the next weekend after the annual meeting in July. Water: No Report.

6. Manager's Report: Gail Williamson provided an oral report. (a) Site preparation for Tank #7 was completed and Construction of the tank has begun and should be completed by the end of February. Costs are up slightly due to some pluses and minuses for unforeseen changes in required materials and their costs. (b) The sinkhole area at the North jetty wall has been cordoned off as new sinkholes have appeared. The Marina Committee is addressing the problem. (c) The problem tenant in the Village has finally been evicted and the residence has been re-rented. The property shows evidence of improved yard maintenance by new tenants. (d) Two hedge complaints have been resolved by compliance actions. (e) The carpets have been cleaned in the office and clubhouse. (f) A very inexpensive camera has been purchased, is being installed in the Fitness Room, and will be integrated into the video system. Its wide angle lens provides the coverage needed for the Fitness Room.

7. Member Participation: None

8. Information: (a) A member's appeal for moorage reassignment was withdrawn because the member accepted a slip assignment. (b) Consideration of a draft/proposed charter for a Memorial Committee was postponed until the March meetings. This will allow the Memorial Committee time for input. (c) Consideration of enforcement of covenants concerning required minimum residence valuation was postponed until March, pending additional legal advice and a more complete Board presence.

9. New Business:

- A. Purchase of Dock Floats Ritchie moved (passed 3/0) the purchase of 12 dock floats for an amount not to exceed \$1500.
- B. Demolition of Structures Ritchie moved (passed 3/0) to submit the proposed revision to the regulations regarding the demolition and removal of structures for member approval at the next voting activity as was published in the February Newsletter for member comment and for final consideration at this February Board meeting. The proposed amendment is to Building and Property Regulations, Section III, General Provisions concerning demolition and removal of structures.
- C. Remodeling of Residences and Ancillary Buildings Ritchie moved (passed 3/0) to submit the proposed revision to the regulations regarding the remodeling of residences and ancillary buildings for member approval at the next voting activity as was published in the February Newsletter for member comment and for final consideration at this February Board meeting. The proposed amendment is to Building and Property Regulations, Section IV, Building Permits, Paragraph 1, concerning remodeling of residences and ancillary buildings.
- D. Fund Transfer Ritchie moved (passed 3/0) to transfer \$12,250 for site preparation work for Tank #7 and \$1,160 for Tank #7 piping to water operations expense for payment of those services provided.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
February 12, 2006

10. **Announcements:** (a) Regular Study Session: March 14, 2006 at 3:00 p.m. at clubhouse.
(b) Regular Board of Trustees Meeting: March 16, 2006 at 7:00 p.m. at clubhouse.

14. **Adjournment:** The acting President adjourned the meeting at 7:50 p.m.

Submitted by:

Approved by:

John Garrett, Secretary

Robin Scherting, Vice President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
January 12, 2006

1. **Call to order:** Barbara Barnhart, President, called the regular Board of Trustees meeting to order at 7:00 P.M.
2. **In Attendance:** Barbara Barnhart, Ben Fellows, John Garrett, Brian Ritchie, Robin Scherting, and Georgette Semick.
3. **Action on Minutes:** Fellows moved (passed 5/0) to approve the minutes of the Regular Board Meeting of December 12, 2005.

4. **Treasurer's Report:** (a) As of **December 31, 2005** the Checking Account total was \$16,998; the operational investment account balance was \$5,324; and the reserve investment account balance was \$10,024. The three CD accounts without accrued interest total \$302,647. The two Risk Free Reserve CDs total \$70,000. This totals \$404,993 in cash and investments. Since the beginning of January, with new payments from members, the checking account balance has increased to over \$87,000 (as of January 4th). We will do an estimate of cash need, including the Tank 7 build-out for the next 4 months, and determine whether a short term CD can be recommended (b) Memorial and fundraising funds in a separate account total \$10,750. (c) Accounts Receivable: 5 accounts were delinquent, down from 8 last month. Total Accounts Receivable is \$6,313, of which one account is \$3,702, or approximately 59% of the total amount. The property sale has not closed and is reportedly tied up because of loans encumbering this property commingled with other property. Accordingly, we have asked the attorney to proceed with action which was suspended several months ago. The second account owing \$1,224 has a lien on it. A letter requesting payment or negotiation of payment by December 31 went unanswered, so the manager has forwarded the information to the attorney for action. A third member with an account over 90 days has the house up for sale, so, no legal action has been taken on that property. A conference call with the attorney will be scheduled to discuss this and other A/R matters during the coming week. (d) 2005 Consolidated Income Statement: Preliminary (unaudited) results for the year show that income in the General Fund was up slightly over budget by 1.7 %, but expenses were higher than budget by 2.6%, with a net income/reserve transfer below budget of approximately \$1,293 or (5.5%). Water Operations yearend preliminary results show that income was less than budgeted by (3.1%). However, expenses were also less/better than budget for the year at 7.8%, resulting in a net income/reserve transfer of \$4,214 or 20.3% more than budgeted. Marina preliminary results have income at 7.4% better than budget and expenses 33.6% better than budget, for a net income/reserve transfer of \$17,490 vs. \$4,777 budgeted. We must emphasize that these are preliminary results which require additional review and adjustments before the audit. At present the auditor meeting has not been scheduled. (e) Quarterly Financial Report: The yearend report is typically published in the February newsletter.

5. **Committee Reports:** Building: Written report by Don Lee, Chair, and orally given by John Garrett. The Committee approved one tree cutting permit and issued two building permits. (See attached report) Emergency Planning/Neighborhood Watch: Written report by Rhebe Greenwald, oral report by John Garrett. Eight new block captains have been added in areas where we have not had them before. We hope to have 100% coverage in the near future. Copies have been obtained of a Washington State Disaster Preparedness Handbook for every home, and their distribution to each occupied home will be accomplished by block captains by January 15. A reminder was provided for the January daytime CPR and First Aid classes. Evening classes are coming in April. Let us know if there is interest in a family CPR class for parents and children (Diana Cowan 385-2394 or Rhebe Greenwald 379-0589). (See attached Report) Environmental: No report, but a reminder of a January Ann Candioto presentation. Finance: No Report. Fitness Committee: No Report. Marina: Written and oral report by Gary Rossow, Chair. The Committee recommends that quotes be obtained for replacing the two out-of-harbor moorings, which have

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
January 12, 2006

deteriorated to the point where they should not be used, and are recommended for replacement with state-of-the-art, helix style anchor moorings and new tackle. A replacement quote was obtained of \$2,800 - \$3,000 per installed mooring. A recommendation to the Board will be provided when the Committee has sufficient information. A member who heads the Port Townsend Power Squadron presented information to the Committee on opportunities for boating and safety inspections by the Coast Guard Auxiliary. We will host a boating safety class at the Clubhouse on three evenings in April, and we propose to invite non-members. This course would qualify persons for the new State certificate requirements for person under 55 years of age. Also, Coast Guard safety inspections will be offered at the Marina on a selected week end day. Slip sharing for improved Marina usage is being discussed. Current work projects include: repairing links connecting ramp docks; repair/replacement of dock rollers at the pilings; completion of an experimental dredge tool; and the beginning construction of replacement dock segments. We are recommending that the future of the marina be addressed from various aspects, and that a small group be formed to develop and articulate options for consideration by the committee and community. (See attached report) Membership: No report. Neighborhood Watch: Combined with Emergency Preparedness, above. Nominating: No Report. Pool: No report. Roads: No report. The many responses to the Road Survey are being tabulated. Social Club: No Report Water: Ed Skowyrza provided an oral and written report that traced the history of our water right capacity from 1965 to the present. Based upon our current state approved water plan allotment of 192 Acre-Feet of water and based upon current use numbers, this allows us approximately 257 gallons per day for each of our 665 *projected* connections *at full buildout*. Our permitted per day per household rate (257 gallons) is below the federal recommendation of 300 gallons per day for normal, healthful usage and slightly above our 250 gallons for Cape George pricing boundary. Ed stated that it is imperative that we develop a water conservation plan and that new Water Committee members be found to help in this area.(See attached report.).

6. Manager's Report: Gail Williamson provided an oral report. (1) The barricade fence was built on the Marina's north jetty, in response to sinkholes appearing. (2) We are almost ready to go on the new water tank. Bids have come in for the site prep and the cost for the tank is approximately \$10,000 higher than expected due to the high cost of gravel along with unexpected soil and concrete testing fees. (3) The member who has had the problem tenant has not evicted them yet and has been fined \$150. She will receive stiffer fines if the people don't move soon. Member said she has started the eviction process, but we haven't received copies of the eviction paperwork. (4) The Fitness Room needs a camera that has a better range of sight. The current camera can view only half of the room, so we cannot see any activity within the other half. Manager is researching different types of cameras including motion sensing, and "room panning" cameras. (5) Manager has received two bids from pesticide companies to rid our barn of powder post beetles. She will get more bids and if the amount of the chosen estimate is under \$1,000, she will arrange for the chosen company to treat the barn.

7. Member Participation: A member reported that there did not seem to be a reasonable handling of their marina slip assignment and wanted assistance in dealing with the issue. They also wanted to know how we established and maintained the marina rules. The Marina Committee Liaison Trustee, Brian Ritchie, agreed to work with the member and the Harbormaster to attempt to reach a satisfactory accommodation. Ben Fellows provided a brief, precise description of the process used to modify Cape George rules, regulations, and guidelines, which apply to the Committee's specific actions, as the Board's designated acting functionary.

8. Information (1) Considerations of marina changes to designate six 40' slips as twelve 20' slips and to limit boats to a maximum of 30 feet in length were both considered and dropped. Data supplied by our President relative to the lengths of boats on the slip waiting list, with 42 members

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
January 12, 2006

on it, requesting 45 slips, indicated that the preponderance of slip requests were for boats (owned or planned) that were in excess of 20 feet (40 out-of 45) and 15 of these were for boats of 30 feet or more in length. There was also sufficient opposition to these measures to make it a contentious issue. (2) The Board will consult with legal counsel concerning plans to enforce the minimum residence value covenant.

9. New Business:

- A. Marina Usage Rule 16 (CP03 (12/04)) Semick moved (passed 5/0) to revise Marina Usage Rule 16 (CP03 (12/04)) as published in the January newsletter
- B. "Classes in Clubhouse" Form CP02-f (03) Garrett moved (passed 4/1) to modify the insurance requirements for member and non-member instructors charging a fee for classes held at the clubhouse so that insurance is required if risks to persons or property are foreseeable.
- C. Fees for Spanish classes Scherting moved (passed 5/0) to approve the use of the clubhouse at no charge for Spanish language classes for members where the member instructor charges a fee.
- D. Demolition of Structures Fellows moved (passed 5/0) to publish in the February Newsletter for member comment and for final consideration at the February Board meeting, a proposed amendment to Building and Property Regulations, Section III, General Provisions concerning demolition and removal of structures; with any such rule amendment to be subject to final approval by members.
- E. Remodeling of Residences and Ancillary Buildings Fellows moved (passed 5/0) to publish in the February Newsletter for member comment and for final consideration at the February Board meeting, a proposed amendment to Building and Property Regulations, Section IV, Building Permits, Paragraph 1, concerning remodeling of residences and ancillary buildings; with any such change amendment to be subject to final approval by members.
- F. Limiting Rentals to 100 People: Scherting moved (passed 4/1) to amend Use of Clubhouse (CP02(01/06)) by adding the provision at 3.c as follows: "Attendance at the private rental event shall be limited to 100 persons unless the Manager, after considering parking impacts, food service plans and other relevant factors, grants an exception allowing a larger attendance."
- G. Clubhouse Rental Agreement: Scherting moved (passed 5/0) to amend Use of Clubhouse (CP02), Clubhouse Rental Application Agreement (FORM CP02-a) and Clubhouse Use Requirements (FORM CP02-b) to provide for administrative clarifications and conformance with new State law concerning smoking.
- H. Internal Fund Borrowing: Fellows moved (passed 5/0) to authorize the borrowing of funds from our General Reserves (as per FIN05(04)) in the amount of up to \$15,000 to pay for higher than expected services for the procurement of tank 7 of the water system.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
January 12, 2006

- I. Tank 7 Contracting Services: Ritchie moved (passed 5/0) to authorize the Manager to proceed with the contracting for specific services for water tank 7: Building Tank; Laying Pipe; Site Preparations; and Soil and Concrete Testing.
- J. Check Signing Authority: Ritchie moved (passed 5/0) to authorize non-officer Board members to have check signing authority (to accommodate anticipated simultaneous absence of officers).
- K. Resolution to Transfer Funds: Garrett moved (passed 5/0) to authorize the President and Treasurer to sign a resolution authorizing the transfer of excess funds pursuant to IRS Section 118 and Revenue Rulings 75-370 and 750371 as approved by members on the December 2005 ballot.

10. **Announcements**: (a) Regular Study Session: February 14, 2006 at 3:00 p.m. at clubhouse.
(b) Regular Board of Trustees Meeting: February 16 , 2006 at 7:00 p.m. at clubhouse.

11. **Executive Session**: Scherting moved (passed 5/0) that the Board adjourn to Executive Session to discuss personnel matters. We went into Executive session at 9 p.m.

12. **Return to Regular Session**: The Board returned from Executive Session at 9:45 p.m.

13. **Continuation of New Business**: Garrett moved (passed 5/0) to give COLA and Merit raises to our employees according to the attached schedule.

14. **Adjournment**: The President adjourned the meeting at 9:50 p.m.

Submitted by:

Approved by:

John Garrett, Secretary

Barbara Barnhart, President

**CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
March 16, 2006**

1. Call To Order: Barbara Barnhart, President, called the meeting to order at 7:00 P.M.

2. In Attendance: Barbara Barnhart, Ben Fellows, John Garrett, Brian Ritchie, Kitty Rucker, Robin Scherting..

3. Minutes: Rucker moved (passed 5/0) to approve the minutes of the February 16, 2006, Regular Board of Trustees Meeting.

4. Treasurer's Report. (1) As of February 28, 2006, the Checking Account total was \$107,553.68, the State Farm Money Market account has \$40,345.35, and the 3 CD's total \$374,413.24. The total of cash and investments is \$522,312.27. Memorial and fundraising funds in a separate account total \$10,562.90. (2) Accounts Receivable: As of March 14, 2006, 17 accounts were delinquent for a total of \$6,538.09. Three are over 90 days past due. One of these is \$3,722.54, and another was for \$1,284.42. We have turned the first over to our attorney for action and are awaiting the recommendation of the Finance Committee for action on the second.

5. Committee Reports: Building: Written report by Don Lee. Three tree cutting permits, four building permits and one earthworks request were approved. (report attached) Children's No report. Environmental: No report. Fitness: Written report by Phyllis Ballough. All equipment is bought from financial gifts, fundraisers, or equipment donations. The Social Club has given half of their proceeds from Granny's Attic for the purchase of a light commercial treadmill. Please promptly report damage to equipment to the office for faster check of security tapes. (Report attached) Marina: Oral report by Ben Fellows. There will be a meeting at 1 pm. on April 11 to discuss the problem with sink holes above the entrance to the marina. Membership: (1) There are two new members in the Colony. Errol Hanson purchased Lot 23, Block 14, Division 7. Eric and Jean Harrington purchased their home at 411 Colman Drive. (2) There was one new member in the Village. Marie Hayford purchased her house at 100 Maple Drive. (report attached) Memorial: No report. Neighborhood Watch : No report. Nominating: Barnhart reported that candidates for the three board positions must have their candidate statements to the office (or delivered to Bill Stull, Chairman of Nominating Committee) by May 5, 2006. Candidate statement guidelines are available in the Office. Pool: No Report. Roads: Oral and written reports concerning road survey responses and road condition report presented by Larry Southwick at Study Session. Our roads are in good or very good condition according to a road inspection company, but should be maintained annually by our maintenance crew and should be repaired by a contractor annually, as needed. (report attached) Social: No report. Water Advisory: No report.

6. Managers' Report: (1) Tank #7 was completed on March 15. It will now be disinfected and flushed and then refilled. After that the engineer will take bacteriological tests and sign off on the project. The final costs, including items not included in the original bid, will exceed the budgeted amount by about \$17,000. (3)The barn has been sprayed for insects and we have a three year warranty. There are still some structure problems but these are too expensive to rectify. We will watch the problem and report the status to the board every year. (Written report attached)

7. Member Participation: (1) A member asked how the new well will affect our water and was told that it is primarily for volume for build out. (2) A member requested that we

**CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING**

March 16, 2006

address the barn structure problem. In the past, the Board restricted access to the Barn to protect against liability in case the barn collapsed. This policy remains in effect with the Barn structure to be reviewed each year. (3) A member asked that the Board address the Salmon Barbecue at the April Board Meeting to see if it will be able to occur.

8. Information. (1) Larry Southwick presented finding on the Roads Engineering Report and the Member Roads Survey. These reports will be available in the office for member review. Summary information from the reports will be presented in the President's letter or in a separate article in the April newsletter.

9. New Business:

A. Harbormaster search: Fellows moved (Passed 5/1) that an article be placed in the newsletter to find members who might be interested in serving as Harbormaster.

B. Liability Insurance: Ritchie moved (Failed, as amended, 3/3) that we publish for comment the following: All vessels in the marina, except guest boats, with either assigned or sublet moorage or rampage, shall maintain insurance in force. The insurance shall provide protection and indemnity (Watercraft liability) coverage with limits of at least three hundred thousand dollars (\$300,000) per occurrence, with Cape George Colony Club named as "Additional Insured. Proof of coverage shall be submitted with all applications for moorage. Failure to provide or maintain such insurance shall be grounds for termination of any moorage privileges.

C. Approval of Geoduck Garden: Scherting moved (Passed 5/0) to approve a member's request to create, at no cost to Cape George or its members, a geoduck garden on the beach south of the marina, subject to meeting regulatory requirements, if any.

D. Charter For The Memorial Committee: Scherting moved (Passed 5/0) to approve amendments to the Charter for the Memorial Committee.

E. Approval of E-Bay Selling Class: Fellows moved (Passed 4/0, with 1 abstention) to approve a member's request to sponsor a free course by a trainer, to be held in the clubhouse, open to all members, on "The Basics of E-Bay".

F. Approval of One Kayak Rescue Practice Session: Rucker moved (Passed 3/2) to approve one kayak rescue practice session (with no instructor) in the pool, with two additional practice sessions to be approved, conditioned on the satisfactory completion of the first practice session.

G. Enforcement of Covenants Regarding Minimum Residence Valuation: This item was moved to The Executive Session following this general meeting to consider legal aspects regarding enforcement of the minimum value covenant.

H. Resolution to transfer Money from Water Growth Reserves: Garrett moved (Passed 5/0) to approve a Resolution to transfer \$988.75 from Water Growth Reserves to checking for Tank #7 engineering tests, as well as transferring the remainder of Water Growth Reserves (approximately \$14,770) into checking to help pay for tank construction. Funds will become available April 5, 2006, when our Capital One CD matures.

I. Approval of Shower replacement Bid: Rucker moved (Passed 5/0) to defer acceptance of a locker room bid pending receiving additional information on materials. Recognizing the urgency of this matter, The Board will convene a Special Session, if necessary, to make a decision when this information is received.

**CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING**

March 16, 2006

J. Fenced Off-leash Dog Play area: Rucker moved (Passed 5/0) to publish an article to discover member interest in developing a fenced, off-leash dog play area.
K. Authorization of Payment for Water Tank: Scheriting moved (Passed 5/0) to authorize the Manager to pay the bill for water tank construction in the amount of \$50,926.90.

- 10. Adjournment to Special Session:** At 8:20 p.m., Garrett moved (Passed 5/0) to adjourn to Special Session to discuss covenant enforcement, personnel issues, and potential litigation matters.
- 11. Resumption of Regular Session – New Business:** The Board returned from Special Session at 10:22 p.m.
L. Attorney Consultation Regarding Minimum Valuation of Residences: Rucker moved (Passed 5/0) that the Board authorize Barnhart and Ritchie to send a letter to our attorney requesting advice and recommendations concerning enforcement of the minimum value covenant with respect to three particular homes.
M. Refer Chronic Past Due Account to Attorney: Garrett moved (Passed 5/0) that a member's past due account be referred to our attorney for a supplemental proceeding.
N. Terminate Services of Manager: Rucker moved (passed 5/0) to terminate the employment of the Manager effective at the end of business on March 17, 2006 and to authorize the President to inform the Manager of the Board's decision pursuant to the terms and conditions expressed in the attached letter.
- 12. Announcements:** 1. Regular Study Session is April 11, 2006, 3:00 p.m. at Clubhouse. 2. Regular Board of Trustees Meeting is April 13, 2006, at 7:00 p.m. at Clubhouse.
- 13. Adjournment:** The meeting was adjourned at 10:25 p.m.

Prepared by:

Kathryn Rucker, Secretary

Barbara Barnhart, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

April 13, 2006

1. Call to order: Barbara Barnhart, President, called the regular meeting to order at 7:02 P.M.
2. In Attendance: Barbara Barnhart, Ben Fellows, John Garrett, Brian Ritchie, Kitty Rucker, Robin Schertering, and Georgette Semick.
3. Action on Minutes: (a) Rucker moved (passed 6/0) to approve the minutes of the March 16, 2006, Regular Board of Trustees Meeting, as amended by changing the words "Special Session" in New Business Items #10 and #11 to the words "Executive Session". (b) Garrett moved (passed 6/0) to approve the minutes of the Special Board of Trustees Meeting of March 23, 2006.
4. Treasurer's Report: (a) As of March 31, 2006 the Checking Account total was \$38,185. The State Farm money market account balance was \$40,441. The four CD accounts without accrued interest total \$374,413. This totals \$453,040 in cash and investments. We are still making corrections and adjustments to the accounts and reconciling with checking. (b) Our Capital One CD matured April 5, 2006. We will purchase a new CD at more favorable rates. (c) Memorial and fundraising funds in a separate account total \$10,572. (c) Accounts Receivable: 7 accounts were delinquent, down from 17 last month. (d) Total Accounts Receivable is \$4,858, of which one account is \$3,732, or approximately 77% of the total amount. On that account, we were called yesterday by a title company requesting the full amount required for settlement with Cape George. We provided our attorney with the figure of \$5,617 which includes interest on judgments and court fees. We directed our attorney to proceed with further action against the member if this is not settled. We had to write off as a bad debt another account because the financier of that property foreclosed. On the third 90 day account, we have asked the attorney to place a lien on the property, which has again been put on the market. (d) 2005 Consolidated Income Statement: All three accounts are better than budget for the year to date. We are over for the month in salaries because of a severance payment to the previous manager. (e) We are ready to approve the audit and distribute the final version, when received, to the Board. Federal taxes for 2005 have been sent in. (See attached Report)
5. Committee Reports: Building: Written report by Ann Simpson, Chair. The Committee approved four tree cutting permits, one earthwork request and two building permits were issued. (See attached report) Emergency Planning: Written and oral report by Bill Stull, Chair. (1) There will be a CPR class on April 21. (2) They have developed an Incident Management Team to manage emergencies when Bill is out of town. (3) Stuart Pugh is setting up a needs/damage assessment Task Group Plan. (4) They will disseminate a Tsunami report. (5) Satellite phones are being considered for emergencies. (6) Their next meeting will be May 18. (See attached Report) Environmental: Oral and Written report by Kitty Rucker. (1) They hired a gardener to finish Memorial Park and the gardens in front of the Clubhouse. (2) Poison Hemlock has been removed from the hill across from the clubhouse. (3) Their next project will be common areas in the Village. (4) They met with the geoduck planter for placement of seeds. (5) The Cleanup of Cape George Road was April 3. (6) There will be another Protection Island Presentation with the Federal Supervisor for the Island. (7) They oppose the placement of the fenced dog play area opposite the clubhouse. (See attached report) Finance: The committee recommended that the cost overrun on Tank #7 be taken from the General Operations accounts. (See attached Report) Fitness Committee: No report. Marina: Written and oral report by Dale Huselton. (1) Don Lee will be responsible for dock boxes. (2) They made \$1,457 on their surplus sale. A portion of the proceeds will be used to purchase a propane crab cooker. (3) Shrimping season will be poor this year. (4) They will have the maintenance people remove the dirt at the north jetty sea wall and have experts come in to make recommendations and estimates for repair of both the north and south jetty sea walls. (5) They voted to combine the positions of the Harbormaster and the Marina Committee

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

April 13, 2006

Chairman and they voted to recommend Dale Huselton for that position. (See attached report) Membership: No new members this month. Neighborhood Watch: No report. Nominating: Oral Report by Bill Stull, Chair. (1) They expect 6 candidates for the three Board positions. (2) At the next meeting they will present the slate of candidates. Pool: No report. Roads: No report. Social Club: Oral report by Robin Scherting. Granny's Attic's made \$2200. About \$1100 will be given to the Fitness Room. Water: Tank #7 is complete and on line. We should have certification in the next few weeks after the final construction report goes to the State Dept. of Health. (See attached report)

6. Manager's Report: (1) Rick Peirson has been on the job for eight days and has been meeting members, committee representatives and Board members to come up to speed. (2) He will work with the Pool Committee to decide on repairs. (3) He is working with Linda Cooley and Georgette Semick to review last quarter's financial statements. (4) He has set up equipment maintenance logs for vehicles and equipment.

7. Member Participation: (1) A member suggested having the Board ask committees for their choice of chairperson each June so that new committee chairs may be appointed or reappointed at that time. (2) A member stated that members may speak at the Member Participation Section of the Board Meeting on any subject. However, if a complaint is involved, it should first be presented in writing to the office so the Manager has an opportunity to resolve it. Specific complaints about other members involving potential violations are often more appropriate for Executive session. (3) The yellow centerline on Dennis has worn off and needs to be repainted. (4) A member asked that trees be removed from right of ways. The Manager will review and follow the procedures for this.

8. Information: (1) The Board encouraged the Emergency Preparedness Committee to obtain more information about whether Cape George should accept a satellite telephone for emergencies (Ag. 7); (2) The Board authorized the publication of a Newsletter article seeking volunteers to advise the Manager and Roads Committee on repairs needed for extreme ditches in the Village and elsewhere (Ag8); (3) The Board accepted the completed tool inventory and directed the Manager to maintain it and develop others as needed (Ag9) (4) The Board authorized the publication in the Newsletter of an article about Tsunamis with handout information and a Cape George impact chart available in the Office(Ag10); (5) The Board determined there was no need for an Ad Hoc Property Review Committee (AG11); (6) The Manager's report addresses the locker room update (Ag13); (7) The Board will consider additional Member input concerning an enclosed off leash dog area (Ag14); (8) Audit report – see Finance Committee Report(Ag15). (9) To allow for more input, the Board deferred until the May meeting a consideration of the revised Web site text.

9. New Business:

1. Building Committee: Garrett moved (passed 6/0) to appoint Ann Simpson as Chairwoman of the Building Committee and to appoint Bob Skoien, Bob Kalar, Terry Steben and Michael McDonald as Building Committee members with Jack Overway and John Cooley to continue as members
2. Merge Harbormaster: Ritchie moved (passed 6/0) to accept Marina Committee's recommendation to merge Harbormaster position and responsibilities and Marina Committee Chair position into a new position to be known as Marina Committee Chair/Harbormaster.
3. Appoint Marina Committee Chair/Harbormaster: Garrett moved (passed 6/0) to accept Marina Committee's recommendation and appoint Dale Huselton as Marina Committee Chairman/Harbormaster.
4. Pay for Tank 7: Semick moved (passed 5/1) to pay the unfunded costs of Tank 7, in the approximate amount of \$14, 301, by withdrawing funds from the General Funds.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

April 13, 2006

5. Correct Clerical errors in Building Guidelines: Garrett moved (passed 6/0) to correct by Board action the clerical errors and omissions to the Building Guidelines at (a) Article II definition of Trailer and (b) Article III Mobile Home/Manufactured Home by approving the revisions set forth on the attached document.
6. Marina Sublease: Ritchie moved (passed 6/0) to approve proposed 'Marina Month-to-Month Sublease Agreement" CP03-b (06).
7. Water Growth Reserve transfer: Garrett moved (passed 6/0) to authorize officers to sign a Resolution to transfer the balance of the Water Growth Reserve Account to the General Fund checking account and close the Water Growth Account.
8. Manager authorization: Semick moved (passed 6/0) to authorize officers to sign a Resolution authorizing Manager Rick Peirson to access information, accounts and certificates of deposit and transfer funds at First Federal Savings and Loan and Bank of America.
9. Reserve Transfer: Semick moved (passed 6/0) to authorize officers to sign the attached Resolution providing for the transfer of the excess income for 2005 to the General Operations Reserve, Water Operations Reserve and Marina Reserve in the amounts on the attached Resolution.
10. Adjourn to Executive Session: Garrett moved (passed 6/0) to adjourn to executive session to discuss a legal matter.
11. Executive Session: Discuss legal matter and adjourn to General Session.
12. Resume General Session: The Board returned from Executive Session at 8:55 P.M. Garrett moved (passed 6/0) that we send a copy of the attached letter of inquiry to three members who have residences which may be valued at less than the minimum value required by our covenants..

Announcements: 1. Regular Study Session on May 9, 2006 at 3:00 pm at clubhouse; 2. Regular Board of Trustees Meeting, May 11, 2006 at 7:00 pm at clubhouse.

Adjournment: The meeting was adjourned at 9:05 P.M.

Kitty Rucker, Secretary

Barbara Barnhart, President

CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
March 23,2006

1. **Call to order:** Barbara Barnhart, President, called the Special Meeting to order at 6:00 P.M.
2. **In Attendance:** Barbara Barnhart, Ben Fellows, Brian Ritchie, Kitty Rucker, and Robin Scherting. John Garrett submitted a written statement to be considered in his absence. Rick Peirson attended by invitation of the Board.
3. **General Session:** Rucker moved (passed 4/0) to adjourn to Executive Session to discuss Personnel matters at 6:03 P.M.
4. **Returned from Executive Session.** The Board Returned from Executive Session at 6:45 P.M.
5. **Resume General Session:** Rucker moved (passed 4/0) that the Board hire Rick Peirson to be the Cape George manager, effective April 1, 2006, according to the terms and conditions, accepted by Peirson, set forth in the attached letter of engagement.
6. **Adjournment:** The President adjourned the meeting at 6:55 P.M.

Submitted by:

Approved by:

Kitty Rucker, Secretary

Barbara Barnhart, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

May 11, 2006

1. **Call to order:** Barbara Barnhart, President, called the regular meeting to order at 7:02 P.M.
2. **In Attendance:** Barbara Barnhart, Ben Fellows, John Garrett, Brian Ritchie, Kitty Rucker, Robin Scherting, and Georgette Semick.

3. **Action on Minutes:** Rucker moved (passed 6/0) to approve the minutes of the April 13, 2006, Regular Board of Trustees Meeting.

4. **Treasurer's Report:** (a) As of April 30, 2006 the Checking Account total was \$73,968. The State Farm money market account balance was \$114,182. The three CD accounts without accrued interest total \$274,413 for a total of \$462,564 in cash and investments. We are applying for another 90 jumbo CD and have one more CD maturing at the end of the month. (b) Memorial and fundraising funds in a separate account total \$10,626. (c) Member Accounts Receivable: we have 4 accounts that are delinquent, down from 7 last month. Total owing on overdue accounts is \$4,604, of which one account is \$3,744 or approximately 81% of the total amount. On our most delinquent account we were informed that there is an offer on the property scheduled to close May 15, so the attorney has suspended action directed by the Board, hoping for a favorable outcome from that sale. On the second most delinquent account, the house has sold and the title company has contacted us to ask about the total balance due. (d) 2005 Consolidated Income Statement: The consolidated income statement for the General Operations account reflects the clearing of expenses and movement of water growth funds from the reserve account, in accordance with last month's Board resolution. This makes the total General Operations expenses look significantly over budget, but this is only because we had spread the \$26,414 in Special Assessment income over the year rather than concentrating the income into the first four months. The manager believes he can correct that budgeted item to better reflect the timing on the tank 7 expenses. Utility expenses on all accounts continue to run over budget. The marina expenses are over budget mainly because of materials to repair some of the docks. Income on all three accounts are better than budget year to date. (See attached Report)

5. **Committee Reports:** Building: Written and oral report by Ann Simpson, Chair. 5 tree cutting and 3 Earthwork requests were approved. 4 Building permits were issued. (Report attached) Emergency Preparedness: Written report by Bill Stull, Chair. (1) Tsunami report completed and map of potential impact posted in clubhouse and office. Letters available for affected households. (2) First meeting of First Responder Needs Assessment Task Group was held on May 10 to work on developing duties. (3) Bill Stull and Larry Southwick have been attending county wide meetings on a regular basis. (4) Committee members met with the Neighborhood Watch Committee and provided an overview of what is happening in the community. (See attached Report) Environmental: Oral and Written report by Kitty Rucker. (1) Our second Protection Island Presentation with Kevin Ryan, Superintendent of Protection Island Wildlife Area and Marty Bluewater who lives there will be held on Saturday, May 13 at 4. (2) They will be presenting a plan for development of the Village common areas at the June Meeting. (3) They are soliciting volunteers for common area maintenance including the area at the Colony mailboxes from the road to the driveway, Cedar Park in the Village and Memorial Park. (Report attached) Financial: The committee recommended funding the balance of expenses for Tank #7 from the General Operations Account. This would avoid the cost of another mailing of bills and would avoid the delay and potential interest charges that a special assessment vote would require. (Report attached) Fitness: No report. A new charter was presented to the Board for approval. Marina: Written and oral report by Dale Huselton. (1) the north jetty is now open, and we are inspecting the damage. (2) Piling rollers and dock fittings are on order. (3) Inventory of equipment is being maintained. Thanks to Mikel and Bill Stull and Bob and Joyce Skoien for taking inventory. (4) They need a portable air compressor and an air impact wrench. (Bob and Wayne Skoien just donated the air compressor). (5) They purchased 2 new propane burners for the crab shack. (6) They will donate money from their sale

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

May 11, 2006

toward the helix mooring buoy. They will hire a diver to put down new lines on the existing mooring buoys. They are having boating members sign up for coast guard boat inspection on May 17. (Report attached) Membership: Heidi Taylor purchased a lot in the Highlands. In the Colony there were 6 purchases. Lots were purchased by Kenneth & Janice Carter, GIT 1031 Corp., Marc & Vicki Horton, and Janice Marquardt & Tomoko Shaffer. Jack and Carolyn Salmon purchased 290 Colman Drive and Bonnie Whyte purchased 91 Quinault Loop. Memorial: No report. Neighborhood Watch: Oral and Written report by Mikel Stull. The committee met to review the Emergency Preparedness Plan. Individual block meetings will be scheduled to share information. We also discussed how to use phone trees and help neighbors in need. (Report attached) Nominating: Oral and written report by Bill Stull, Chair. (1) There are 5 nominees for the Board see Information Section, below. A Meet the Candidates Meeting will be June 13 prior to the study session. Dick Poole will serve as MC. (3) Joyce Skoien will do posters to advertise the meeting. (4) Joyce Skoien submitted a report recommending that the Board consider converting to 3 year Board terms and consider term limits – changes which involve By Law changes and member approval. Pool: No report. Roads: No report. Social Club: No report. Water: No report.

4. Manager's Report: (1) The annual water quality report has been filed with the state and a copy will be sent to the membership in June. (2) The permit to do dredge work at the Marina has been obtained from the Corp. of Engineers, thanks to the diligence of Ben Fellows over the last 20 months. (3) The pool committee and I are in the process of scheduling a repaint of the pool for June or July, and we will be doing some repairs to shower areas at the same time. (4) I received one response out of the three letters sent last month to members in regard to the minimum house value covenant. They said that they would respond in a couple weeks. This matter is due for consideration at the June board meeting. (5) I've issued two 'Unconditional' penalties with fines in regard to dog violations, one 'Conditional' penalty in regard to home and yard maintenance, and one 'Conditional' penalty in regard to asphalt drive connection. (6) I've sent out reminder letters in regard to asphalt drive connections to four members who hold recent building permits. A deadline for compliance was specified and an invitation to schedule installations at same time we schedule for our asphalt road repairs. There will be a cost savings and thus far, two members have responded and will coordinate with us for installation of these connections. The next newsletter will contain the same invitation to all the membership. (7) I'm reviewing past filing with the Dept. of Revenue to determine if reason exists to file for refunds. (8) Shortly, the crew & I will be preparing the scheduling of work, division by division, for the maintenance of the right of ways and to address ditch issues.

5. Member Participation: (1) A member suggested that the community fly the American and State flag at the Marina and be responsible for the purchase and replacement of these flags. (2) A member suggested that the fenced dog park was not needed. He thought that we should send the loose dogs to the Highlands where they could run free with all the other dogs there.

6. Information: (1) All committees need to indicate to the Board the name of the person that they recommend for appointment to committee chair, prior to the June meeting. (2) Kitty Rucker, Secretary, announced that five persons have been certified as members in good standing and eligible to run for the Board: Ann Swallow, David Stanko, John Bodger, Charlie Boulay and Bernard Arthur. (3) The Board will address concerns and potential changes to the existing off leash dog area at the June Board meeting.

7. New Business:

1. Marina Rules: Rucker moved (passed 6/0) to amend Marina Rules (CP03) by moving the last paragraph of Rule 16 to the end of the Marina Rules as a new numbered item.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

May 11, 2006

2. By Law Revision on Board Members' Term of Office: Garrett moved (passed 6/0) to publish in the newsletter and solicit Member comment on a proposed By Law revision (requiring member approval) that would change the term of Board Members from two years to three years, to be accomplished based on the transitional plan recommended by the Election Committee.

3. Term Limits For Board Members: Fellows moved (passed 6/0) to publish and solicit Member comment on a proposed By Law revision (requiring Member approval) to provide for term limits, limiting consecutive years of service to six years, with additional service possible after a one-year hiatus.

4. Fitness Center Charter: Scherting moved (passed 6/0) to approve the revised Fitness Center Charter with the following amendments to #8, "Conduct at least a once yearly meeting with members on plans for the upcoming year."

5. Policy on Delinquent Accounts: Semick moved (passed 6/0) to approve the amended Policy on Collection of Delinquent Accounts (FIN03)

6a. Web Site Content: Semick moved (passed 6/0) to approve the amended Web site text with the additional amendments of: (1) Above **Water System** add the words "Add this text to Web Site"; (2) add as a second sentence to the Community Property Section on page 1: "Marina dock access may be obtained with a dock key which may be purchased at the office."; (3) Above **Parks** on page 3 add, "Current wording to be used with these changes:".

6b. Web Site Table of Contents: Semick moved (passed 6/0) to approve the Table of Contents with this amendment "Documents are available in the Office for all items listed in this table of contents." to be placed at the end of the document.

7a. Fenced Dog Park: By amendment, Semick moved (passed 6/0) That the Board approve the concept of developing a fenced, off leash dog park and establish a committee to consider and rate optional locations, establish criteria and design recommendations and evaluate and submit a recommendation to the Board at a future meeting."

7b. Chairman of Committee on Off Leash Dog Park: Semick moved (passed 6/0) to appoint Linda Hiatt as chair of the Ad Hoc Fenced Off Leash Dog Park Committee and to put an article in the June Newsletter asking that interested members contact her.

8. Asphalt Driveway Requirements: Semick moved (passed 6/0) that the Board publish the following information for Members and direct the Manager, as a matter of Board interpretation, to apply the asphalt driveway requirement in the Building guidelines to all driveways servicing homes and other structures built or remodeled with permit after 1993 and to all residences built prior to 1994 and sold after May 11, 2006.

9. Voluntary Donation Opportunity with annual Assessment Coupon. Rucker moved (passed 6/0) to approve a "UGN" type voluntary donation form, to be mailed out with the annual assessment coupon mailing, to allow members to donate to Cape George committees or to other specific Cape George community projects.

10. Announcements: 1. Meet the Candidates, 1:00 p.m. at the Clubhouse on June 13, 2006. 2. Regular Study Session: June 13, 2006 at 3:00 pm at clubhouse. (3) Regular Board of Trustees Meeting: June 15, 2006 at 7:00 pm at clubhouse

11. Adjournment: The meeting was adjourned at 8:31 P.M.

Kitty Rucker, Secretary

Barbara Barnhart, President

CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
June 13, 2006

1. **Call to order:** Barbara Barnhart, President, called the special meeting to order at 5:25 P.M.
2. **In Attendance:** Barbara Barnhart, Ben Fellows, John Garrett, Brian Ritchie, Kitty Rucker, Georgette Semick, and Robin Scherting.
3. **New Business:** **A.** Rucker moved (passed 6/0) that Rick Peirson be asked to attend a proposed Executive Session to provide necessary information. **B.** Rucker moved (passed 6/0) to adjourn to Executive Session to consider advice of counsel, legal issues concerning a collection matter, legal ramifications of insurance coverage, possible Member violations concerning the disposal of furniture, three potential violations of the minimum value covenant and legal issues of committees. The Board adjourned to Executive Session.
4. **Executive Session:** The Board and the Manager met in Executive Session and discussed the above described issues. The Board adjourned from Executive Session and resumed the Special Session at 7:05 p.m.

5. **Resumption of Special Session - Continuation of new business:**

C. Legal action regarding unpaid dues: Fellows moved (passed 6/0) that the attorney be authorized to resume legal proceedings to collect money owed by a member.

D. Property #1, Violation of Minimum Value Covenant: Fellows moved (passed 6/0) that the Manager be directed to issue a Notice of Violation to the Member for violation of the minimum value covenant with a conditional penalty of \$1,000, with the penalty to be waived if the member removes the residence from the property within 45 days of the date of the Notice, with the matter to be scheduled for review at the August Study Session and Board Meeting.

E. Property #2, Violation of Minimum Value Covenant: Scherting moved (passed 5/0 with Semick abstaining) that the Manager be directed to issue a Notice of Violation to the Member for violation of the minimum value covenant with a conditional penalty of \$1,000, with the penalty to be waived if the member removes the residence from the property within 45 days of the date of the Notice, with the matter to be scheduled for review at the August Study Session and Board Meeting.

F. Property #3, Violation of Minimum Value Covenant: Ritchie moved (passed 6/0) to defer the determination of whether a violation of the minimum value covenant has occurred until the September Study Session and Board Meeting to enable the member to perform upgrading work which the member has planned.

G. Violation concerning the sale of Club property: Richie moved (passed 5/0, with Scherting abstaining) that the Board issue the following statement: **“In the absence of explicit standards or guidance, the Board has decided to take no action concerning the disposal of clubhouse furniture”**. The Board appointed John Garrett and Robin Scherting to prepare and present at the July Study Session a draft policy concerning disposal of commonly owned club property (expanding on a draft prepared by Fellows).

H. Revision of Emergency Preparedness Charter: The Board directed the Manager to prepare a proposed revision of the Emergency Preparedness Charter.

6. **Adjournment.** The meeting was adjourned at 7:05 P.M.

Submitted by:

Kitty Rucker, Secretary

Approved by:

Barbara Barnhart, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
June 16, 2006

1. The meeting was called to order at 7:03 P.M.

2. Members Present: Barbara Barnhart, Ben Fellows, John Garrett, Brian Ritchie, Kitty Rucker, Robin Scherting,

3. Action on Minutes: Rucker moved (passed 5/0) to approve the Regular Board of Trustees Meeting Minutes of May 11, 2006 with the correction on the Finance Committee Report. (see attached report)

4. Treasurer's Report – (1) As of May 31, 2006, the Checking account total was \$47,638, the State Farm money market was \$74,533, the four CD accounts without accrued interest total \$375,161 for a total of \$499,018 in cash and investments. Memorial and fundraising funds in a separate account total \$12,008. (2) Accounts Receivable: As of May 31, 2006, 29 accounts were delinquent, up from only 4 last month. The higher delinquency rate in the month when assessments are due is not unusual. Customarily this number is substantially reduced during the next month. Total Accounts Receivable is \$9,333. (3) All three accounts are ahead of budget. (4) The annual insurance renewal has been completed.

5. Committee Reports: Building: Oral and written report by Ann Simpson. One tree cutting request and five earthworks requests were approved and three building permits were issued. Children's: No report. Emergency Preparedness: Oral and written report by Bill Stull. (1) Their next meeting will be on June 22. They will examine their EP Plan, discuss ham radio vs. phone, and will seek Board approval next month. (2) The Chairman will meet with the Manager next week to review this plan. (2) Environmental: Oral and written report by Kitty Rucker. (1) Volunteers are needed for the area in front of the Colony mailboxes, the south entrance to the Village, and the barbecue area at the Clubhouse. (2) The Protection Island presentation went very well and we made \$133. (3) They will be having a presentation on animal life in Discovery Bay on April 7, 2007 and will also sponsor a beach walk in May 2007. (4) There will be a pancake feed and pot luck at the clubhouse on the 4th of July. Another pancake feed will be held in September. (See attached report) Financial: (1) The new chairman is Linda Cooley. The CDs will be "laddered" to mature every 3 months. The water budget was discussed. Manager Rick reported that taxes on water income may have been overpaid – he will be amending our returns for possible refunds. Some repair work may be needed on certain water pumps and tanks. To obtain a higher interest rate, the money market account will be moved to a liquid CD with WA. Mutual, with an 8 month term. An inquiry will be made to learn the cost of certain additional insurance. The reserve schedule will be reviewed. During the next month the Treasurer will ask committees for 2007 budget requests. The limitation on increases in monthly assessments was discussed. (Report attached) Fitness – The fitness account is \$3,733.81. A barbell rack to organize the hand weights will be purchased. The manager lowered the room temperature and new vents are being considered. They are awaiting a new treadmill. (Report attached) Marina: Oral and written report by Dale Husleton. (1) They are working on the north jetty and will pour cement next week. (2) They put up a new light on the flag pole. (3) A diver is replacing the lines on the mooring buoys and they are making a new anchor. (3) They are hoping to dredge on July 11 and 12. (4) Subleasing is becoming a problem. (5) An expert will be coming in to look at the damaged pilings. (6) They are replacing the piling rollers and dock end connectors. (See attached report) Membership: There are 2 new members in the Village. Frank Welle and Neil Cavette purchased a lot, and Adele Poenisch purchased a home at 181 Ridge Drive. In the Highlands, one new member, Matt Tullio, purchased

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
June 16, 2006

a lot. (See attached report) Memorial: No report. Neighborhood Watch: No report. Nominating: No report. Pool: No report. Roads: No report. Social Club: No report. Water Advisory: No report.

4. Manager's Report: Oral and written report by Rick Peirson: (1) There are 24 Members who are scheduling driveway aprons with us. Other out of compliance Members will be contacted with a recommended deadline for compliance. (2) The Highlands has been the major focal point of maintenance of road right-of-way and they will be working on this throughout the summer in other areas.

5. Member Participation: One member expressed concern about dogs being at club activities at the beach. He felt that some people were afraid of dogs and that they should not be allowed at club functions.

6. Information: (1) The Board decided not to change the dog off leash area near the Clubhouse. Members should report owners who violate the rules requiring that the owner be present with the off leash dog and that the dog be under voice control. Complaints should be reduced with the enforcement of existing rules. (2) The Board asked the Treasurer, the Manager and the Finance Committee to consider and report back recommendations, if any, for the preferred manner of accounting for donations and other funds received by committees for use in connection with our common property. The existing committee budget request form will be prepared as a Cape George form. (3) The Board was reminded that the By Laws specify that there can only be annual increases in monthly assessments of 2% maximum per year (approximately \$4,000 per year) and special assessments must meet certain requirements. (4.) The clubhouse rental coordinator will be asked to inform clubhouse renters and others using the clubhouse to tone down the party volume after 10:00 p.m. as it is very disturbing to nearby properties. The Coordinator may investigate if complaints are referred to her. (5) The Ad Hoc Fenced Dog Park Committee submitted its final written report and recommendation that the park be located at the drain field area across from the Clubhouse. The 7 member committee used 18 criteria to evaluate 6 sites with the final proposed site having a large margin of support. A copy of the report is available at the office or by email by contacting Linda Hiatt.

7. New Business:

1. Mowing vacant lots. Garrett moved (passed 3/2) to direct the Manager to stop having our maintenance men mow individual member lots for a fee.
2. Three year terms for Board Members By-Law amendment: Rucker moved (passed 5/0) to submit to a Member vote at year end, the proposed By Law amendment (and related three year transition plan) to expand the term of Board Members from two years to three years starting in 2007.
3. Three year terms for Board Members By-Law amendment: Fellows moved (passed 5/0) to submit to Member vote at year end a proposed By Law Amendment limiting service on the Board to six consecutive years with a one year break before being able to run again. (This change will begin in 2007 if approved).
4. Fenced Dog Park: Fellows moved (passed 3/2) to accept the Ad Hoc dog report and approve the site across from the Clubhouse for a fenced dog park, to be paid for by fundraisers and donations, with the Board reserving the right to approve the fence design.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
June 16, 2006

A motion to publish more information in the newsletter and to ask for a poll to be taken on placement of the park was defeated by a (2/3) vote.

5. Appointment of Committee Chairs and Finance members: Rucker moved (passed 5/0) to approve the one year appointment of committee chairs and Finance Committee members as follows: Environmental: Bernie del Valle. Building: Ann Simpson; Marina/Harbormaster: Dale Huselton; Pool: Dixie Romadka; Fitness: Phyllis Ballough; Water: Zane Wyll, with Ed Skowyra to continue as Advisor; Roads: Larry Southwick; Social: pending outcome of Social Club elections in late June; Emergency Preparedness: Bill Stull, Larry Southwick; Newsletter: Linda Cooley; Neighborhood Watch: Mikel Stull, Rhebe Greenwald; Memorial: Karole Evans; Children's: Suzanne Selisch; Elections: Joyce Skoien; Finance: Linda Cooley, with new members Barbara Barnhart and Georgette Semick joining the existing members; Nominations: Joyce Skoien.
 6. Additional phone book listings: Fellows moved (passed 5/0) to approve placing names and phone numbers of committee chairs and contact people of other member groups (hiking, bridge, etc.) in the community phone directory starting next year.
 7. Fireworks: Garrett moved (passed 5/0) to approve authorization of fireworks at the designated area on the beach near the clubhouse on July 4 and to ask the Manager to call the fire department to request that they supervise the event as they have in past years.
 8. Asphalt Aprons: Fellows moved (passed 5/0) to approve the submission of an amendment to the Driveway Connection portion of the Building Guidelines (BG02-2[9/05]) to a member vote at the end of the year to provide that driveway aprons may be made of cement as well as asphalt, with Manager Rick Peirson to write an article for the newsletter explaining the proposed change and the existing short term and long term cost differentials.
- 9. Announcements:** 1. Regular Study Session: July 11, 2006 at 3:00 pm at Clubhouse. 2. Regular Board of Trustees Meeting: July 13, 2006 at 7:00 pm at Clubhouse. 3. Annual Membership Meeting July 15, 2006 at 2 p.m.
- 10. Adjournment:** The meeting was adjourned at 8:30

Kitty Rucker, Secretary

Barbara Barnhart, President

CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
June 13, 2006

1. **Call to order:** Barbara Barnhart, President, called the special meeting to order at 5:25 P.M.
2. **In Attendance:** Barbara Barnhart, Ben Fellows, John Garrett, Brian Ritchie, Kitty Rucker, Georgette Semick, and Robin Scherting.
3. **New Business:** **A.** Rucker moved (passed 6/0) that Rick Peirson be asked to attend a proposed Executive Session to provide necessary information. **B.** Rucker moved (passed 6/0) to adjourn to Executive Session to consider advice of counsel, legal issues concerning a collection matter, legal ramifications of insurance coverage, possible Member violations concerning the disposal of furniture, three potential violations of the minimum value covenant and legal issues of committees. The Board adjourned to Executive Session.
4. **Executive Session:** The Board and the Manager met in Executive Session and discussed the above described issues. The Board adjourned from Executive Session and resumed the Special Session at 7:05 p.m.
5. **Resumption of Special Session - Continuation of new business:**
 - C. Legal action regarding unpaid dues:** Fellows moved (passed 6/0) that the attorney be authorized to resume legal proceedings to collect money owed by a member.
 - D. Property #1, Violation of Minimum Value Covenant:** Fellows moved (passed 6/0) that the Manager be directed to issue a Notice of Violation to the Member for violation of the minimum value covenant with a conditional penalty of \$1,000, with the penalty to be waived if the member removes the residence from the property within 45 days of the date of the Notice, with the matter to be scheduled for review at the August Study Session and Board Meeting.
 - E. Property #2, Violation of Minimum Value Covenant:** Scherting moved (passed 5/0 with Semick abstaining) that the Manager be directed to issue a Notice of Violation to the Member for violation of the minimum value covenant with a conditional penalty of \$1,000, with the penalty to be waived if the member removes the residence from the property within 45 days of the date of the Notice, with the matter to be scheduled for review at the August Study Session and Board Meeting.
 - F. Property #3, Violation of Minimum Value Covenant:** Ritchie moved (passed 6/0) to defer the determination of whether a violation of the minimum value covenant has occurred until the September Study Session and Board Meeting to enable the member to perform upgrading work which the member has planned.
 - G. Violation concerning the sale of Club property:** Richie moved (passed 5/0, with Scherting abstaining) that the Board issue the following statement: **“In the absence of explicit standards or guidance, the Board has decided to take no action concerning the disposal of clubhouse furniture”**. The Board appointed John Garrett and Robin Scherting to prepare and present at the July Study Session a draft policy concerning disposal of commonly owned club property (expanding on a draft prepared by Fellows).
 - H. Revision of Emergency Preparedness Charter and Plan Preparation:** The Board requested that the Manager prepare a proposed revision of the Emergency Preparedness Charter and requested that the Manager and the Committee submit proposed Plans by September 2006.
6. **Adjournment.** The meeting was adjourned at 7:05 P.M.

Submitted by:

Approved by:

Kitty Rucker, Secretary

Barbara Barnhart, President

CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
July 6, 2006

1. **Call to order:** Barbara Barnhart, President, called the special meeting to order at 4:00 P.M.
2. **In Attendance:** Barbara Barnhart, Ben Fellows, John Garrett, Brian Ritchie, Kitty Rucker, Georgette Semick, and Robin Scherting.
3. **New Business:** Garrett moved (passed 6/0) to adjourn to Executive Session to discuss personnel issues.
4. **Executive Session:** the Board discussed a personnel matter and then adjourned to the Special Session.
5. **Resumption of Special Session** – Ritchie moved (passed 6/0) that the following statement be directed to the Manager: **“A unanimous Board wishes to tell you that they are extremely pleased with your job performance to date that you have their full support.”** As part of a letter, signed by the Board members, evaluating his job performance in greater detail.
6. **Adjournment.** The meeting was adjourned at 5:41 P.M.

Submitted by:

Approved by:

Kitty Rucker, Secretary

Barbara Barnhart, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

July 13, 2006

1. **Call to order:** Barbara Barnhart, President, called the regular meeting to order at 7:01 P.M.
2. **In Attendance:** Barbara Barnhart, Ben Fellows, John Garrett, Brian Ritchie, Kitty Rucker, Robin Scherting, and Georgette Semick.
3. **Action on Minutes:** Rucker moved (passed 6/0) to approve the minutes of the Jun 15, 2006, Regular Board of Trustees Meeting as amended: the correct total amount in the Treasurer's report is \$497,333. Rucker moved (passed 6/0) to approve the minutes of the June 13 Special Board of Trustees Meeting as amended: the vote on 5E was 6/0 and the vote on 5F was 5/0 with Semick abstaining. Rucker moved (passed 6/0) that we approve the minutes of the Special Board of Trustees Meeting of July 6, 2006.

4. Treasurer's Report: (a) As of June 30, 2006 the Checking Account total was \$21,870. The State Farm money market account which is used for operational investments was \$158. The remainder of the State Farm Money Market monies was moved to an 8 month Liquid CD at Washington Mutual with an interest rate of 4.55%. There are now five CD accounts which without accrued interest total \$453,969 in cash and investments. This totals \$475,997 in cash and investments. One CD is maturing on July 16 and the Finance Committee recommended a 9 month term to ladder the CD's with 3 month windows. (b) Memorial and fundraising funds in a separate account total \$12,018. (c) Accounts Receivable: we have 14 accounts that are delinquent, down from 29 last month. (d) Total Accounts Receivable is \$6,078, of which one account is \$3,866, or approximately 64% of the total amount. On our most delinquent account, papers have been drafted to proceed with legal action. It will be filed when the attorney returns from vacation. On the second most delinquent account, the sale of the property has been closed, and we were paid in full, as well as having \$123 paid to the attorney for his time. (e) 2005 Consolidated Income Statement: All three accounts are better than budget for the six months ending June 30. General Operations is \$40,451 positive; Water Operations is \$33,549 positive; and Marina is \$21,877 positive. In General Operations remember that the income line includes \$26,452 from the special assessment for Tank 7; this partially offsets the expenses. The manager and I went over the accounting for the Tank 7 project and noted some journal entry corrections were required. A report on Tank 7 expenses will be provided at the Annual membership meeting. (See attached Report)

5. Committee Reports: Building: Written and oral report by Ann Simpson, Chair. 6 tree cutting requests were approved. 2 Earthwork requests were approved. 2 Building permits were issued. (See attached report) Emergency Preparedness: No report. Environmental: Oral and Written report by Kitty Rucker. There was no meeting this month. We held a 4th of July pot luck breakfast. 112 people attended. Unsolicited donations of \$76 covered our costs of \$75. (See attached report) Financial: No report. Fitness: No report. Marina: No report. Membership: In the Village, Ron and Kristin Albright purchased a home at 91 Marine View Place. Steve and Nilah Bell purchased a home at 50 Pine Drive. In the Colony, Leesa Peri and Annabel Rogan purchased a home at 190 Sunset Blvd. Memorial: No report. Neighborhood Watch: No report. Nominating: No report. Pool: No report. Roads: No report. Social Club: No report. Water: No report.

4. Manager's Report: (1) The second 'vacant lot' mow has been completed by our sub-contractor. (2) Some members are using the club trash containers for personal garbage. Notices of violation with fines will be assessed (3) The master list for asphalt driveway apron installations by Lakeside Industries scheduled for this Fall is growing. Additional fines will be leveled for non-compliance. (4) 9 notices of violation with fines have been sent out this month. They include hedges, maintenance of property and parking violations. (5) One member of the two whom the Board ordered to remove their trailers has complied. (See attached report)

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
July 13, 2006

5. Member Participation: (1) One member offered information as to why she thought the dog park should not be placed opposite the Clubhouse. Of major concern was the shoreline management restriction against placing dog areas within 200 feet of the water and potential damage to the septic field with dog urine and feces. (See attached sheet). (2) Another member offered a letter to the Board from 81 people opposed to the dog park. They are not opposed to the concept of a dog park, but they do not want it over the drain field. (3) Another member spoke to opposing the park because of drain field concerns. She said that our county is way behind in understanding drain field problems. (4) A fourth member spoke about not wanting the park at the Clubhouse area. (5) The chairman of the Dog Park Committee answered many of the questions and stated that the committee members had several major reasons which argued against placing the park at the Colony mailbox site as discussed in the report. Several members indicated they would support a dog park at the mailbox site.

6. Information: (1) A proposal for a procedure to dispose of Club property will be presented by John Garrett and Robin Scherting at the August Board of Trustees Meeting. (2) The Manager will prepare a newsletter article informing members who want to install concrete driveway aprons, between now and the end of year [when members vote on the proposal] of the opportunity to request a variance for permission to use concrete now (Variance Forms in Office). (3) The Board has asked the Manager and Brian Richie to meet with fire dept. officials to discuss the firehouse lease. (4) The Board asked the Manager to meet with the Emergency Preparedness Chair to prepare a draft committee charter for review by the Board in August.

7. New Business:

1. Ham radio: Rucker moved (passed 6/0) to accept, at no cost to Cape George, a ham radio and antennae to be placed in the Emergency Information Center located in the maintenance garage and to direct the Manager to work with Emergency Preparedness Committee members and the County to accomplish this.

2. Transfer of funds to Reserve: Semick moved (passed 6/0) to authorize two Officers to sign a resolution transferring funds to the Marina Reserve Funds in the amount of \$ 8,000.00 and Water Operations Reserve Funds in the amount of \$ 10,000.00.

3. Social Committee Charter: Scherting moved (passed 5/0 with one abstention) to approve the amended Social Committee Charter.

4. Chair of Social Committee: Fellows moved (passed 6/0) to ratify the appointment of Jeannie Ramsey as President/Chair of Social Committee.

5. George Poole Memorial: Ritchie moved (passed 6/0) to authorize the Social Committee, in consultation with the Environmental Committee, to raise funds, select benches, select sites and install benches and to obtain and install memorial plaques in memory of George Poole at the Highlands and Huckleberry..

6. Reconsider return of defibulator: Fellows moved (passed 6/0) to reconsider the September 2005 vote to return defibrillator.

7. Keep defibulator: Garrett moved (passed 6/0) to keep the defibrillator and direct the Manager to arrange for placement at the Club House, based on written assurance of insurance coverage.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
July 13, 2006

8. Announcements: 1. General Membership Meeting will be held on Saturday, July 15, 2006 at 2 P.M., at the Clubhouse. 2. Regular Study Session: August 8, 2006 at 3:00 pm at Clubhouse.
3. Regular Board of Trustees Meeting: August 10, 2006 at 7:00 pm at Clubhouse

9. Adjournment: The meeting was adjourned at 7:54 P.M.

Kitty Rucker, Secretary

Barbara Barnhart, President

CAPE GEORGE COLONY CLUB
EMERGENCY BOARD MEETING
JULY 14, 2006, 3:00 PM AT OFFICE

1. **Call to Order** 3:00 PM
2. **In attendance:** Barbara Barnhart, Ben Fellows, Brian Ritchie, Kitty Rucker, Robin Scherting, Georgette Semick
3. **Business:** An emergency Board meeting was called, pursuant to Section V (3) of the By Laws, for the purpose of breaking a tie, by lot, in the member vote for John Bodger and Chares Boulay for a Board position. Prior to the meeting, and after being informed of the tie vote, Charles Boulay withdrew his name for a Board position stating that he had other commitments which would predictably interfere with his ability to serve.

Based on the foregoing, Fellows moved (passed 5/0) that the Board accept Charles Boulay's withdrawal of his name as a Board candidate, conclude that there was therefore no longer a tie vote necessitating Board action, and report to the Election Committee and the Membership Meeting that there was no longer a tie vote and that therefore John Bodger was elected to the Board..

4. **Adjourn:** There being no further business, the Board adjourned at 3:15 p.m.

Dated: July 14, 2006

Kitty Rucker, Secretary

Barbara Barnhart, President

CAPE GEORGE COLONY CLUB
MEMBERSHIP MEETING
July 15, 2006

1. **Call to order:** Barnhart called the Annual Membership Meeting to order at 2:04 p.m.
2. **In Attendance:** Barbara Barnhart, Ben Fellows, Kitty Rucker, and Robin Scherting, Georgette Semick.
3. **Action on Minutes:** Kitty Rucker moved (passed 44/1) to approve the minutes of the Annual Membership Meeting of July 16, 2005.
4. **Trustee Election Results:** Barbara Barnhart reported that 231 members submitted ballots. This year, five people competed for three positions. The three candidates with the highest total votes have been elected as Trustees, as follows: Ann Swallow received 181 votes, David Stanko received 149, John Bodger received 124 as did Charles Boulay (Mr. Boulay withdrew his candidacy for personal reasons) and Bernie Arthur received 94 votes.
5. **Treasurer's Report:** (The written report is attached to these minutes.) In summary, it was reported that we are better than budget in all three operating accounts. The quarterly financial report will be published in the August newsletter. As of June 30, Reserve Accounts Balances total \$341,557. We had an increase of 15.5% over the last year despite the closeout of the Water Growth Reserve Account. Another \$112,570 is in our Operational Investment Account. These funds are invested in 5 insured CD's. The biggest financial project this year was the construction of Tank 7 to complete our Water Growth projects for the community. As of June 30, the project capital expenses were as follows: Expenses are \$69,538: Income is \$61,156: Amount to be funded by General Operations \$8,382. Our yearly audit was successful again this year.
6. **Committee Reports:** Building: Oral presentation by Ann Simpson with written report attached. The Committee approved the following requests this year: forty-three for tree cutting, thirty-five for earthwork, and twenty-seven building requests (5 new houses, 3 garages, 5 sheds, 4 additions, 3 greenhouses, 6 decks, and 1 major remodel) Election: No report. Emergency Preparedness: Oral report by Larry Southwick with written report attached. The committee has established 4 task groups. They are preparing a complete plan for Cape George. They wrote several articles for the newsletter, organized 3 presentations on preparing for emergencies, distributed information to all members on emergency preparedness, distributed a tsunami plan, worked to obtain a "no cost" ham radio, held 2 CPR and 1 first aid training sessions, and sent 3 members to obtain ham radio training. Environmental: Oral presentation by Kitty Rucker with written report attached. This year the committee established a list of volunteers who will maintain the various common areas. They sponsored three community presentations, held two pancake breakfasts, organized several work parties to remove poison hemlock, held a road clean-up on Cape George Road, completed the park on Vancouver West, worked to prevent beach erosion, and consulted with the manager on several projects. Finance: Oral report by Georgette Semick with written report is attached. The committee has been very active in helping to keep the financial records straight and has provided recommendations about investments to keep the financial health of the community strong. Fitness Room: Oral report by Phyllis Ballough with written report attached. Usage of the fitness room has increased greatly this year. They added a Nautilus Elliptical Trainer and held fund raisers for equipment, including the Medieval Feast. They purchased a barbell rack, are working on improving the ventilation system, and hope to purchase a commercial treadmill soon. They currently have \$3521.64 in their account. Marina: Oral presentation by Duane Nail with written report attached. They will be dredging on August 8 and 9. The crew built three new dock sections with polyurethane floats, replaced several piling rollers with heavy galvanized ones, built three new ramp dock sections with heavy duty galvanized attaching angles, and replaced the burner for the crab cooker. They had a security camera installed in the work shop and had three feet of dirt removed and poured in four yards of concrete slurry with 3 inch rock on the top of existing rip rap to solve the erosion problem. They also replaced the mooring buoy and put down a concrete anchor. They are now painting the railing and surrounding area of the gangway entrances. Membership: Oral presentation by Kitty Rucker with written report attached with names of buyers. During the past year there were forty real estate

CAPE GEORGE COLONY CLUB
MEMBERSHIP MEETING
July 15, 2006

transactions at Cape George including the sale of 25 homes and 15 lots. Within the Village, 2 lots and 10 homes were sold. Within the Highlands, 3 lots and 2 homes were sold. Within the Colony, 10 lots and 13 homes were sold. Memorial: Written report is attached. There have been 9 memorials at the club house since 2003. Neighborhood Watch : Oral presentation by Rhebe Greenwald with written report attached. They added 11 new block captains, simplified the phone tree, distributed disaster preparedness booklets, met several times to share information with block captains, and notified members of recent robberies. Newsletter: No report. Nominating: No report. Pool: Written report attached. There has been increased usage of the pool this year. The pool will be closed and renovations will be made to the pool and dressing rooms the last week of August when the high tides are at their lowest for 4-5 days. The pool will be painted, shower walls will be replaced, and floors will be cleaned and painted. They also had the shower floor repaired. Roads: Oral presentation by Larry Southwick with written report attached. The committee submitted a report on pavement options, submitted the ADA Engineering report on the condition of CG roads to the Board in December, added speed limit signs with bright red flags, and studied the asphalt/cement apron proposal and recommended that cement be allowed. Social Club: Oral presentation by Nancy Stilbert with written report attached. Activities this year included the Salmon BBQ, the Ocktoberfest, the Holiday Bazaar, Thanksgiving Dinner, the Christmas Families Project, Mardi Gras Party, St. Patrick's Dinner, Granny's Attic, the Easter Egg Hunt, the Cinco de Mayo Party. They held four social Club meetings and donated money to the Boiler Room Soup Kitchen and Katrina Relief. Water Advisory: Oral presentation by Ed Skowyra with written report attached. The major water project was the completion of Tank #7 which will supply water to 665 lots for build out. Our water is limited by the state to 257 gal per day for each connection. We will have to seriously look at a water conservation program in the next year to comply with "The Municipal Water Supply-Efficiency Requirements Act" passed in 2003.

7. **President's Annual Report on Board Activities**: Oral presentation by Barbara Barnhart with written report attached and reprinted in Newsletter.
8. **Member Participation**: A member asked what had happened to the old Memorial Committee. A member asked why 2 big trees were cut down in the Ravine. A member asked that a larger stop sign be placed at Palmer and Cape George Drive. A member asked if other communities had the manganese problem that we do.
9. **Adjournment**: The meeting was adjourned at 3:10 P.M.

Submitted by:

Approved by:

Kathryn J. Rucker,
Acting Secretary

Barbara Barnhart,
Acting President

CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
July 15, 2006

1. **Call to order:**, Robin Scherting, Acting Chair, called the Special Meeting to order at 3:10 P.M.
2. **In Attendance:** John Bodger, Brian Ritchie, Kitty Rucker, Robin Scherting, David Stanko and Ann Swallow.
3. **New Business:**
 1. Selections of Officers: Scherting moved (passed 5/0) to approve the new officers. They are: President – David Stanko, Vice-President – Brian Ritchie, Secretary – John Garrett, and Treasurer – John Bodger.
 2. Board Liaisons: Rucker moved (passed 5/0) to accept the New Liaisons to committees. They are as follows: John Bodger – Water & Finance & Children's; John Garrett – Neighborhood Watch, Elections, and Nominating; Brian Ritchie – Marina and Roads, Kitty Rucker – Social and Newsletter; Robin Scherting – Memorial & Fitness; Ann Swallow – Pool & Environmental; David Stanko – Building Committee & Emergency Preparedness.
4. **Adjournment:** The meeting was adjourned at 4:00 PM.

Submitted by:

Approved by:

Kathryn J. Rucker,
Acting Secretary

David Stanko
President

CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING

July 25, 2006

1. Call to order: David Stanko, Chairman of the Board called the Special Meeting to order at 3:05 P.M.

2. In Attendance: Trustees - John Bodger; John Garrett; Rick Pierson; Kitty Rucker; Robin Scherting; David Stanko; Ann Swallow and Manager – Rick Pierson

3. New Business: The purposes of this meeting were to provide: i) the Board with David's view of Board governance under his guidance; ii) the new Board Trustees with an overview of Cape George governing documents; and iii) the Board with a brief overview of the CGCC Manager's (Rick's) priority, ongoing action items.

a. Opening remarks were provided by David. Some of the salient points of his remarks are as follows.

1) We, the Board, should do our best to minimize interference with the daily operations of the office and our employees. We must also make it quite clear to our Club members that this applies to them also.

2) As is appropriate, the President is the Club's and Board's interfaces to the Manager and other employees where needed. It is his right and responsibility to be the voice of authority on all Board matters. This does not imply that Board members cannot interface with office personnel in a strictly Club member role.

3) Member participation at the Study Session and Board meetings will be limited to 3 minutes per member unless otherwise granted by the Chairman. Also, if several members are gathered with a single topic and same opinion, they must select a spokesperson to present their case, and identify who they are representing.

4) The 3 minute limit rule also applies to Trustees.

5) In an effort to streamline and focus the CGCC Newsletter, the Chairman will do a bit more editing of submitted articles than as has been customary.

b. Rick provided the Board with his prioritized items of interest for the Board. At the top of his list were:

1) the tasks, plans, and potential costs for necessary marina maintenance (e.g., the bulkheads) that will require continued significant Marina Committee support effort;

- 2) a pump problem with one of our wells;
- 3) perhaps more detailed/diligent media (filtering system) testing to better track our water quality; and
- 4) assess the potential need for more frequent water tank cleanings.

c. Brief remarks on the governing documents of CGCC operations were provided by each of the incumbent Board members. John Garrett provided a summary of a number of potential problems/issues having to do with consistency among the documents and identified some of the interconnections for the *Covenants, Articles of Incorporation and By-Laws*. Kittie provided brief overviews for the *Building Guidelines, Forms, Private Property, Club Property, Employees, Miscellaneous, and Charters*.

It was concluded that we should review the entire governing documents package for inconsistencies, conflicts, and errors, and to evaluate what, if any, changes needed to be addressed. Brian was identified to be the Trustee responsible for this evaluation. John Garrett's detailed comments are to be provided to Brian for a starter and he will provide assistance to Brian.

d. In an open discussions period, the following points emerged:

- 1) We need more discipline in our dealings with one another and our Club members, as all too often we interrupt each other without letting the speaker, who should have the floor and our attention, finish their comment/input (David assured us that he would deal with this appropriately)
- 2) It is our duty, as CGCC trustees, to ensure that our governing documents are adhered-to pro-actively, not just wait for complaints and to be re-active, as long as we do not overburden our employees.

4. Adjournment: The meeting was adjourned at 4:20 P.M.

Submitted by:

Approved by:

John Garrett
Secretary

David Stanko
Chairman

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

August 10, 2006

1. **Call to order:** David Stanko, President, called the regular Board of Trustees meeting to order at 3:00 P.M.
2. **In Attendance:** John Bodger, John Garrett, Brian Ritchie, Kitty Rucker, Robin Scherting, David Stanko, and Ann Swallow.
3. **Action on Minutes:** Kitty moved (passed 6/0) to approve the Minutes of the Special Board of Trustee Meeting of July 25, 2006 and (passed 6/0) the minutes of the Regular Board Meeting of July 13, 2006
4. **Treasurer's Report:** (a) As of **December 31, 2005** the Checking Account total was \$15,441; the State Farm Money Market Account total was \$148, and the 5 CD Accounts totaled \$454,274. Accounts Receivable for delinquencies total \$5,493 with 13 minor delinquencies and one of \$3,876 whose collection is pending legal action.
5. **Committee Reports:** Building: An oral report was given by Ann Simpson. A written report is pending. Emergency Planning: No specific report. The Committee has provided an updated Committee Charter for approval, see below, and they have submitted their first complete draft for the Emergency Preparedness Plan. The Emergency Preparedness Plan was presented at the Study Session. Comments on the plan are to be submitted to Larry Southwick not later than the end of the first week in September. The plan will be put on the web site so that people can access and print it out. Comments should be in the form of "marked-up"/annotated hard copy. Environmental: A Village entry plan is being prepared by Ann Candioto. It will be on the Agenda for next month. There will also be a proposal to relocate the basketball hoop. The Committee needs volunteers for specific tasks, so, please get in touch with us. Finance: No Committee Report Fitness Committee: No Report. Marina: Written and oral report by Dale Huselton. Our two standard buoys are now in good shape. The \$600 we have left over from the yard sale will go toward the purchase of a helix anchor buoy. The dredging was finished on Tuesday, but a tidal problem precluded its final, desired effect; the difference may not be a problem. The long range expense plan is in work; the big items have been submitted to the Manager. The Committee members are committed to helping the pool repair in what ever ways they can with the repairs and changes sought for the wading pool and the ladies shower. The work to be done around the North piling area is complete and appears to be satisfactory. The Committee is intending to completely change the marina keys each year at the marina fee renewal time to remove old keys from use that have not been turned in when privileges ceased; there are too many old keys in circulation that appear to be in use when they shouldn't be. It is recommended that the marina rates stay about the same for 2007. The Committee will address the issue of mandatory insurance at the next meeting. (See attached report) Membership: Six new members were reported. Neighborhood Watch: No report. Nominating: No Report. Pool: No report. Roads: No report. Social Club: No Report. Water No report.
6. **Manager's Report:** Pool repairs, which are extensive and expensive as reported at the Study Session of August 8, 2006, will be postponed pending additional information and cost estimates. Of the three lots with residences valued at less than the \$5,000 minimum requirement, two have been satisfactorily resolved and the third is still open. The water system has a couple of short order problems that need to be fixed to bring a well on line, to preclude a potential shortage occurrence.
7. **Member Participation:** None
8. **Information:** The issue of the marina key annual change will be addressed in September. There will be a special Board meeting held in October to address the draft Emergency Preparedness Plan.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

August 10, 2006

9. New Business:

- a It was moved (John Bodger), seconded and passed (6/0) that the changes to the Maintenance of Property in Rules and Regulations, Use of Private Property (per the attached) be approved as recommended.
- b It was moved (Kitty), seconded, and approved (6/0) that a new charge, Card Reactivation Fee, be added to the Late Charge Regulation - NSF Fee in Rules and Regulations, Finance and Budget (per the attached) be approved as recommended.
- c. It was moved (Kitty), seconded, and approved (4/1/1) that the submitted, proposed Policy for Acquisition/Disposal for CGCC Property be published in the September Newsletter and that voting on the Policy, itself, be postponed until September.
- d. It was moved (Kitty), seconded, and approved (4/2) that the five currently submitted requests for variance to allow concrete in lieu of asphalt Driveway Aprons be approved until changes to the existing Building Guidelines regarding aprons is approved, and the five members permitted to use concrete for aprons by virtue of this approved motion are grandfathered for their use of concrete, should the membership vote at year-end fail to approve the change to allow concrete.
- e. It was moved (Kitty), seconded, and approved (6/0) to accept the Emergency Preparedness Committee Charter as submitted (per the attached).

10. **Announcements:** (a) Regular Study Session: September 12, 2006 at 3:00 p.m. at clubhouse.
(b) Regular Board of Trustees Meeting: September 14, 2006 at 7:00 p.m. at clubhouse.

11. **Adjournment:** The President adjourned the meeting at 4:15 p.m.

Submitted by:

Approved by:

John Garrett, Secretary

David Stanko, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
September 14, 2006

1. Call to order: Dave Stanko, President, called the regular meeting to order at 7:01 pm

2. In Attendance: John Bodger, Kitty Rucker, Robin Scherting, and David Stanko.

3. Action on Minutes: Rucker moved (passed 3/0) to approve the minutes of the August 10, 2006, Regular Board of Trustees Meeting.

4. Treasurer's Report: (a) As of August 31, 2006, the Checking Account total was \$12,844.57. There are now five CD accounts which, without accrued interest, total \$455,399.29 in cash and investments. This totals \$468,243.86 in cash and investments. (b) Memorial and fundraising funds in a separate account total \$11,832.12 (c) Accounts Receivable: we have 7 accounts that are delinquent, down from 15 last month. (d) Total Accounts Receivable is \$4,220.34, of which one account is \$3,886.34, or approximately 88% of the total amount. There are two other accounts that are over \$100. (d) 2006 Consolidated Income Statement: All three accounts are better than budget for the eight months ending August 31. General Operations is \$30,452 positive; Water Operations is \$28,524 positive; and Marina is \$25,793 positive. (See attached Report)

5. Committee Reports: Building: Written and oral report by Ann Simpson, Chair. 3 tree cutting requests were approved. 5 earthwork requests were approved. 2 Building permits were issued. One earthworks request was denied. The committee has a variance request that will be considered at the October Study Session. (See attached report) Emergency Preparedness: No report. Environmental: Oral and Written report by Kitty Rucker: (1) The committee worked to establish placement of benches for George. (2) They approved the plans for the Village and Highland Entrances in three phases and presented these plans to the Board. Dick Poole will supervise this project. (3) They still are looking for volunteers to maintain Memorial Park, the area north of the Clubhouse, the areas between the mailboxes and the road at the Colony and the entrance to the Village at Ridge. (See attached report) Financial: No report. Fitness: No report. Marina: Oral and written report given by Dale Huselton, chair. (1) They will work with the pool people to rework the dressing rooms. (2) They installed two benches for George Poole's Memorial. (3) Duane Nail filled in for Dale while he was gone. (4) They are finishing up work on ramp docks. (5) They will change the keys and locks on the gates in Jan., 2007. (6) Bob Lehnert, U.S. Power Squadron Commander offered to do a "Boat Smart" course to those who are interested. He will also inspect boats for Coast Guard certification. (See attached report) Membership: In the Village, Patricia Foley and Kathy Machmer purchased a home at 100 Cedar Dr., Carol Moyer purchased a home at 100 Pine Dr., and Brian and Mardella Rowland purchased a home at 100 Dennis Blvd. In the Colony, James Funaro purchased a home at 491 Sunset Blvd. and Edward and Susan Gee purchased a home at 40 Colman Dr.. Memorial: No report. Neighborhood Watch: No report. Nominating: No report. Pool: No report. Roads: No report. Social Club: No report. Water: No report.

6. Manager's Report: (1.) A Writ of Execution has been prepared by our attorney and served by the Sheriff to a CG member in an attempt to collect past assessments owed to Cape George. (2.) The State Dept. of Health recently visited our Water System in the Highlands to conduct their Sanitary Survey, an event that occurs every five years, and the report that came back to us was very positive. (3.) Our maintenance crew will be out checking and cleaning culverts this month. (4.) Lakeside Industries will be fixing some of our road problems in the next 2 week and also installing a number of our members asphalt drive aprons and driveways. (5.) The AED device (defibulator) is in the process of being installed in the clubhouse and should be operational early next week.

7. Member Participation: There were no speakers.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
September 14, 2006

8. Information: (1) The Board has deferred action until its next meeting in regard to a member property and the \$5000.00 valuation rule. (2) Basketball unit will be relocated in the children's play area. The Marina Committee will put in a cement slab for it. (3) A Board Member will prepare by-law documents on Board member term limits and present at November Board Meeting. (4) The Board decided not to consider dry walling clubhouse ceiling. They will instead replace tiles.

9. New Business

- (1) Service charge for reattaching water: Bodger moved (passed 3/0) to charge a service fee of \$25.00 to turn water back on as a result of water being turned off for nonpayment of water bill.
- (2) Revoking boat registration sticker requirement: Bodger moved (passed 3/0) to rescind the requirement for display of current boat registration sticker. (Rules & Regulations – Marina Usage – Rule 16b –CP03 (05/06)).
- (3) Requirement that boats leave marina 3 times a year: Bodger moved (passed 3/0) to rescind the requirement that the member and boat leave via the entrance channel at least 3 separate days per year.(Rules & Regulations – Marina Usage – Rule 16e –CP03(05/06)).
- (4) Driveway apron variance: Rucker moved (passed 3/0) to accept 2 member requests for variance to allow concrete in lieu of asphalt for driveway apron.
- (5) Disposal of community property: Scherting moved (passed 3/0) to accept into the Rules and Regulations Board Policy – ‘Delegation of Authority to Manager and Committees to Acquire and Dispose of Lesser Valued Cape George Property’ form CP19(09-06).
- (6) Mailed newsletter fee: Bodger moved (passed 3/0) to charge a fee of \$21 per year for member newsletters that are sent out by mail only, to cover expenses.
- (7) Road repair contract: Bodger moved (passed 3/0) to direct the club manager to contract with Lakeside Industries to repair roads at a cost of no more than \$8000.
- (8) Environmental Committee plan to improve entrances to Village and Highlands: Rucker moved (passed 3/0) to approve plans for improving the Cape George entrances at Ridge Dr., Dennis Blvd., and Saddle Dr., as proposed by the Environmental Committee.
- (9) Clubhouse Coordinator appointment: Rucker moved (passed 3/0) to appoint Jennifer Martin to the position of Clubhouse Coordinator.
- (10) Raise compensation for Clubhouse Coordinator: Scherting moved (passed 3/0) to raise compensation to Clubhouse Coordinator by \$25.00 per event, per day.
- (11) Raising clubhouse rental fees: Bodger moved (passed 3/0) to raise Clubhouse Rental fees by \$25.00 per event, per day, to pay for the additional compensation for the Clubhouse Coordinator.
- (12) Hiring part time office assistant: Rucker moved (passed 3/0) to approve the hiring of a part time office assistant to help the Manager and the Administrative Assistant.

10) Announcements:

- (1) Height Variance Hearing: October 10, 2006, at 2:45 pm, at the Clubhouse
- (2) Regular Study Session: October 10, 2006, at 3:00 pm, at Clubhouse.
- (3) Regular Board Meeting: October 12, 2006, at 7:00 pm, at Clubhouse.

11) Adjournment: The meeting was adjourned at 7:54 pm.

Kitty Rucker, Acting Secretary

David Stanko, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

October 12, 2006

1. **Call to order:** Dave Stanko, President, called the regular meeting to order at 7:01 pm
2. **In Attendance:** John Bodger, John Garrett, Kitty Rucker, Robin Scherting, David Stanko, and Ann Swallow.
3. **Action on Minutes:** Rucker moved (passed 5/0) to approve the minutes of the September 14, 2006, Regular Board of Trustees Meeting.
4. **Treasurer's Report:** (a) As of September 30, 2006, the Checking Account total was \$26,319.60. There are now five CD accounts which, without accrued interest, total \$455,831.08 in investments. This totals \$482,150.68 in cash and investments. (b) Memorial and fundraising funds in a separate account total \$11,701.87 (c) Accounts Receivable: we have 96 accounts that are delinquent. (d) Accounts Receivable was determined to be too voluminous to report at the Board Meeting.
5. **Committee Reports:** Building: Written and oral report by Ann Simpson, Chair (1) Three earthwork requests were approved. (2) Two Building permits were issued. (3) One Variance Request was reviewed and will be considered at the November Study Session. (See attached for written report). Emergency Preparedness: (See item on New Business agenda and also Manager's Report). Environmental: Oral report by Kitty Rucker - The committee has started work on the Village and Highland Entrances. Financial: No oral report. The monthly consolidated income/expenditure report is attached. The Committee is working on the 2007 budget. Fitness: (Delayed, written to be submitted later). Marina: Oral and written report given by Dale Huselton, chair, (1) The work is almost complete in the pool dressing rooms where the Committee is helping the Pool Committee. (2) The estimate for changing keys and locks is \$1200.00. (3) Repair work has been completed on the Lighthouse. (4) Plans have been developed for moving the basketball hoop and pouring a concrete slab, about 20X20, to be accomplished in the spring. (5) The Committee will suspend work for the winter months. (6) Duane Nail will be the acting Committee Chair while Dale is gone this winter. (7) The Committee has reviewed its 2007 budget with the Manager (8) The Committee has started coordinating its spring sale. (Written report attached) Membership: No report. Memorial: No report. Neighborhood Watch: No report. Nominating: No report. Pool: Oral and written report by Dixie Romadka, Chair, (1) The Committee extended its gratitude to the Marina Committee for the dressing rooms work. (2) The Pool Committee is working on cleaning the pool tiles in lieu of the painting which is on hold. (Written report attached) Roads: No report. Social Club: No report. Water Advisory: No report.
6. **Manager's Report:** Oral and written reports. (1)The AED device (defibulator) has been installed in the clubhouse entrance and signs are posted. (2) Maintenance work will be required for Well # 5 and will be determined soon. (3) An alternative treatment system for our water is being considered, that is more environmentally friendly than our current system and projected needs indicated. (4) At the request of the Emergency Preparedness co-Chairs (Bill and Larry), we had a meeting with the Fire Chief, Mike Mingee, to discuss endeavors correlated with the Fire Department. A copy of the meeting notes is attached.
7. **Member Participation:** (1) There was a question posed as to the parliamentary appropriateness of the stated procedures for member participation as stated by the Club President. It was re-iterated that the procedures were clearly within the Board's purview to establish and impose. It was also stated that, if a Board member should request input from a member through him, during the New Business portion of the Meeting, that the President would certainly grant that privilege, if appropriate. Also, some items raised by members are covered in "Information" below.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

October 12, 2006

8. Information: 1) It was stated by the President, Dave, speaking for the Board, that it is the Board's intent and will be its mode of operation to maximize its support of the Manager's decisions regarding his interpretation and enforcement of our governing documents. This Board position is intended to provide him an operating environment and the authority wherein and whereby he can most efficiently and effectively do his job. 2) Dave also established the Board's operational forum for member participation in both the Study Session and the Board Meeting, and re-enforced previously identified procedures. This forum is established to streamline our meetings and provide business-like Board Meeting operations. Member/group comments are limited to three minutes per issue. Member participation in open dialogue with the Board and amongst one another is allowed only during the Study Session, and strict adherence to one speaker at a time will be followed. Members will be permitted to address the open forum during the "Member Participation" portion of the Board Meeting. Unless specifically permitted or requested by the President or another Board Member, non-Board members are not allowed to speak during the "New Business" portion. Committee Chairpersons are of course permitted to give their committee reports as usual, and, simple questions and answers regarding their activities or reports are allowed. 3) Ben Fellows was asked by the President to provide Parliamentary Procedure support to the Board, and he agreed. 4) There was a concern expressed by the members that during the absences of Board-member liaisons to committees, that the committees did not have the coordination and cooperation they did or might need. It was discussed and the Board decided that we needed to have designated alternative Liaisons for those who are absent for extended periods of the year. 5) Dogs continue to be a problem throughout the Colony and especially in the Highlands. Members are reminded that their dogs are to be kept on leash at all times when not in designated off-leash areas or in their own yards. Also, there is a continued problem of feces. Dog owners are responsible for collecting and disposing of their own pet's feces, that is: not leaving it on the edge of the road, someone else's yard, or Colony property. Please clean up after your dogs. 6) An issue was raised to revisit the Clubhouse rules in an attempt to establish less destructive rental conditions for the furniture. This issue was passed off to the Social Committee for further action. 7) Individual committees (Marina, Social, Pool, and Fitness) have been requested to coordinate and establish individual and collective needs on the definitions and rules applicable to "guests" in their respective areas of concern, and to coordinate this endeavor with Ann Swallow and Robin Scherting. 8) It is the Emergency Preparedness Committee's and Board's intent to establish and maintain the "Emergency Preparedness Plan" as a "living document," and the original version approved as indicated under "New Business," below, establishes its baseline. 9) Members are reminded that in order to meet our deadlines for processing and distributing voting information and materials on our budget and on changes to our governing documents, our office personnel and some committee and Board members will be sporadically quite busy from now until the first of December, and general members are encouraged to minimize their office visits activities. 9) A point of clarification was made that the payment to the Clubhouse Rental Coordinator is to be based upon the number of days for which the Clubhouse is rented, that a strictly "cleanup" day was not considered as an additional paid day. 10) Proposed By-Law changes and a chart for implementing 3-year terms for Trustees with 2-term limits was provided but has been transitioned to the year-end ballot process. Copies attached.

9. New Business

- (1) Variance Request. It was moved by Robin and 2nd by John B. that, "The two-foot height variance request by Terry Steben for the property at Lot 5, Marine View Place." It passed 5/0.
- (2) Minimum Valuation Assessment. It was moved by John B. and 2nd by Kitty that, "The property at 61 Hemlock be determined to be in compliance with the \$5,000 valuation assessment for the residence." It passed 5/0. The Manager is to advise the member of the Board's action.
- (3) Permit Violation Appeal The Board considered the appeal of John Hanks regarding the imposing of a fine for failing to have an earthworks permit for perc holes. It was the Board's

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

October 12, 2006

decision by consensus that it would abide by the Manager's decision regarding the interpretation of the Club's governing documents and member compliance. It was stated that there is a state law that requires a "call before you dig" that applies to Cape George, especially because of our water mains. Also, Contractors doing business in Cape George are supposed to be fully aware of state, county, and Cape George laws/rules, and that the member should work any remedies concerning fines with their contractor.

(4) Concrete Variance Requests. It was moved by Kitty and 2nd by John B. that, "Three individual concrete apron variance requests submitted to the Manager be approved." It passed 5/0. Also, one apron compliance delay request was discussed. It was decided that this was within the Manager's span of authority, and, so was left to his discretion.

(5) Tank Farm Fence. It was moved by John B. and 2nd by Kitty that, "The proposed completion of the fence around the water tank farm be approved, and that the low bidder, Northwest Fence, be chosen at a cost of \$4,652, tax included." It passed 5/0. Cost to be provided by the General Fund.

(6) Water Media Replacement. It was moved by John B. and 2nd by Kitty that, "The proposal to replace our water system media be accepted, and the Atec System Associates bid to provide this replacement media at a cost of \$13,150 be accepted." It passed 5/0. The cost of the media will be paid out of reserves and the labor will be provided by Cape George employees.

(7) Water System Enhancement. It had been proposed that we add a potassium permanganate saturator to our water system to provide needed elimination of more impurities. However, our Manager has been informed that there is a potentially better solution that does not add yet another potentially hazardous material to our system (see attached letter). This was delayed to a future meeting when more detailed information is available.

(8) Clubhouse Furniture. It was moved by Robin and 2nd by John G. that, "The proposed furniture donation for the clubhouse in the amount of \$3200 by the Social Committee be accepted," (proposal attached). It was approved 5/0. This furniture will become the property of the CGCC.

(9) Emergency Preparedness Plan. It was moved by John G. and 2nd by Kitty that "The (most recently provided) Emergency Preparedness Plan be adopted as presented and authorize the Manager and the Emergency Preparedness Committee to implement it." It passed 5/0. It was noted both here and at the Study Session that this is to be a "living" document that will be periodically revised as the need arises and more detailed specific planning is accomplished. Necessary expenditures arising out of the needs of this activity will be handled by the Board and/or Manager as appropriate to the nature and amount of the expenditure. The Plan is available on our web site.

(10) Employee Job Descriptions. It was moved by Kitty and 2nd by John B. that, "The Board accept the proposed, modified Employee Job Descriptions as submitted," as attached. It passed 5/0.

10) Announcements:

- (1) Regular Study Session: November 14, 2006, at 3:00 pm, at Clubhouse.
- (2) Regular Board Meeting: November 16, 2006, at 7:00 pm, at Clubhouse.
- (3) Special Board Meeting to review the 2007 budget: October 24, 2006 and October 26, 2007 at 3:00 pm, at the Clubhouse

11) Adjournment: The meeting was adjourned at 8:17 pm.

John Garrett, Secretary

David Stanko, President

CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
October 24, 2006

1. **Call to order:** Dave Stanko, President, called the regular meeting to order at 3 pm
2. **In Attendance:** John Bodger, John Garrett, Brian Ritchie, Kitty Rucker, Robin Scherting, David Stanko, and Ann Swallow.

3. Information: This special CGCC Board of Trustees meeting was held on 24 October 2006 to address the following subjects: 1) fund transfers; 2) bylaw and regulation changes; 3) the 2007 budget; and 4) employee compensation.

The Board wishes to commend both the Finance Committee and the Election Committee for their hard, outstanding work in providing it with what it needed to pull together our ballot for this year-end voting activity.

The meeting agenda was as follows:

1. Bylaw changes (includes fund transfers and bylaw and regulation changes)
2. Budget Approval
3. Compensation for employees

Agenda items 1 and 2 are subject to member vote at year-end and item 3 is imbedded in the budget.

As matter of convenience, the Board adjourned to Executive Session at 3:05 to discuss compensation first. The results of this activity are provided under separate cover.

The Board returned to its regular session at 3:25, and addressed the other subjects as indicated below.

4. New Business

An agenda item "Bylaw changes" was a mixture of issues as described in the attached ballot draft.

(1). Issues: The attached list/ballot draft identifies the issues that were addressed. It is a draft ballot for CGCC member vote at year end. Board actions to finalize the ballot items were as follows.

1. Budget was delayed until last. Results provided below.
2. IRS Resolutions were moved by John B. and approved as-is in the attachment by a Board vote of 6/0. These fund transfers are required by IRS regulations for Associations.
3. Special Assessment for Water System was moved by Kitty and approved for submittal by a Board vote of 6/0. This special assessment is for the purchase of the hardware and software for an automated, radio-controlled water meter reading system needed to replace our current, manual meter-reading process. This system, together with individual lot meter modifications of approximately \$110 per household, will provide significant improvement of CGCC employee usage in the shift of employee labor to other tasks in excess of \$100,000 of effort over a ten-year period.

(Note): A statement of the full rationale and information regarding this water issue will be provided by Dave, with assistance from Brian, for the benefit of the members. 4, 5, & 6. Building Regulations (as described on the front page of the ballot draft and with their wording as provided on the back side). A motion was made by John B. that the three issues 4, 5, and 6, be addressed together and was approved by the board for submittal to member vote by a Board vote of 6/0. There were minor changes made to the recommended wordings as provided below.

CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
October 24, 2006

- a. All occurrences of the word "Guidelines" will be changed to "Regulations."
- b. Driveway Aprons, Issue 4, will be submitted for member vote as worded in the attached ballot draft, except for Item a. above.
- c. Permits for Remodel, Issue 5, as provided in the attached ballot draft was approved for submittal with the following change: add at the end of the second sentence (following "(6) months") "from the start of construction;" plus the change in a. above.
- d. Demolition and Removal of Buildings, Issue 6, was approved for submittal to the members for vote as provided in the attached ballot draft with the following changes. 1) Add the following to the end of the second sentence (after "(60) days"): "from the start of demolition and removal." 2) Change the end of the last sentence from "will issue" to "will be issued," plus the change in a. above

7 & 8 Trustee Terms (as described on the front page and with their wordings as provided on the back side of the ballot) were considered together, as worded in the ballot draft and it was moved by John G. and approved by the Board for submittal to the members for vote. The Election Committee will consider consolidating these two issues into one ballot item.

(2). 2007 Budget: The 2007 Budget as proposed by the Finance Committee is provided as an attachment to this report. It was moved by John B. that the Board approve the proposed budget in accordance with the "Summary: Recommended Board Action Items" items 1 through 7 as provided on the second page of the attachment, with details provided in subsequent pages. For informational purposes, the following edits of the budget attachment are provided.

- a. Page 1, under Water, the words "per day" should be between "gallons" and "per."
- b. Page 7, in the last text line under "Average gallons per day over year," there is a decimal point error. It should read "7.5 X 2.5, or \$18.75," instead of "75 X 2.5, or \$187.5" as the number 7.5 refers to thousands of gallons per month, and the example is for 7,500 gallons.

(3). Compensation: It was moved by John B. and passed 6/0 to approve the compensations discussed in Executive Session.

(4). Added issue. The Finance Committee's recommendation that the Board revisit, next year, the bylaw covering the 2% annual limit on assessment increases (last paragraph under "General Assessment" on page 1 of the Committee's proposed budget attachment) was discussed, and a motion was made by John G. and passed by a Board vote of 5/1 to add an additional item on the ballot to submit for member vote, a change to the limit from 2% to 4%. This item would not effect the 2006 budget, and was deemed necessary to provide sufficient Trustee maneuvering room for the future.

5. Announcements: None

6. Adjournment: The meeting was adjourned at 4:40 pm.

John Garrett, Secretary

David Stanko, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
November 16, 2006

1. **Call to order:** Dave Stanko, President, called the regular meeting to order at 7:00 pm
2. **In Attendance:** John Bodger, John Garrett, Brian Ritchie, Kitty Rucker, Robin Schertering, David Stanko, and Ann Swallow
3. **Action on Minutes:** Rucker moved (passed 6/0) to approve the minutes of the October 12, 2006, Regular Board of Trustees Meeting and Bodger moved (passed 6/0) to approve the minutes of the October 24, 2006 Special Board Meeting.
4. **Treasurer's Report:** (a) As of October 31, 2006, the Checking Account total was \$24,116.70. There are now five CD accounts which total \$456,039.20. This totals \$480,155.90. (b) Memorial and fundraising funds in a separate account total \$11,711.81. A detailed accounting of all of the CGCC finances is available in the office.
5. **Committee Reports** Children's: No Report. Emergency Preparedness: No report. Environmental: Oral and written report by Kitty Rucker: A brief summary of the attached written report was provided by Kitty and in the written report, the Committee's planned March presentation on protecting our beaches will also include our cliffs (per Kitty's verbal report). Financial: No report. Fitness: No report. Marina: No Report. Membership: No report. Memorial: No report. Neighborhood Watch: A brief oral report was provided by Chairperson, Mikel Stull. A new "block" area was added on Sunset and we need a new look at our needs. Nominating: No report. Pool: No report. Roads: No report. Social Club: No report. Water: No report. : Building: Written and oral report by Ann Simpson, Chairperson. 8 tree cutting requests were approved, 6 earthwork requests were approved, and 2 Building permits were issued. The committee has a variance request that is covered under New Business below. The detailed, written report is attached.
6. **Manager's Report:** An oral and a written report were provided by our Manager, Rick Peirson. The oral report was a summary of the attached written report, with the following verbal addition. Per Dave Stanko, an initial contact with the Sheriff's office has indicated that the Sheriff is willing to work with us on providing ways to enforce our speed limits. Rick will be provided with support from Dave in establishing a relationship with the Sheriff and his resources.
7. **Member Participation:** Member comments are summarized as follows by topic. (a) It was suggested that the Neighborhood Watch Agenda Item should have been coordinated with the Neighborhood Watch Committee to search for alternative solutions prior to its charter being identified to be rescinded and its dissociation from the CGCC. It was stated by Bodger that there was no intent to disband Neighborhood Watch, but merely to disconnect it from our business operations to relieve a potential insurance issue. Some historical perspective was provided and its possible futures were suggested. The President deferred any specific consideration on the subject until the Board's action on this item, which is covered below under New Business. (b) It was suggested that there should be more courtesy used in acquiring Rick Peirson's attention; that some people were barging in on discussions that Rick was having with other people and interfering with normal office operations. Members are encouraged to exercise more courtesy and less intrusive behaviors in their dealing with our office personnel.
8. **Information:**
 - 1) The use of the Fire Station on Cape George Road (owned by CGCC, leased to the Fire Department, and its use currently in question) was discussed. Rick Peirson is to investigate this issue with Fire District personnel and report at a later, to-be-determined, date.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
November 16, 2006

- 2) The status of the definition of "guest" for purposes of CGCC asset usage will be postponed until the December meetings.
- 3) Insurance liability concerns regarding Club employees working on private property will be addressed in the December Study Session, and the action item to provide the information to the Board was actioned to the Manager.
- 4) President Dave Stanko appointed a committee to review long-term planning (a futures study) for the marina and the swimming pool. Recommendations are due by the May 2007 Study Session. The Committee Chairperson is Brian Ritchie. Members of the committee are Bill McFarland, Gary Rossow, Barbara Barnhart, and two other members to be selected by Brian. Other major capital assets needing to be addressed by this committee will be addressed at a later time.

9. New Business

(1) Height Variance Request (by Jim and Ann Jimenez for 284 S. Palmer - see attached documentation). It was moved by Ritchie and 2nd by Scherting that: "Based upon the information that has been received to date that the request made by the Jimenez's be disapproved." The motion failed 4/3 as the President exercised his option to break a tie vote and the variance was granted.

(2) Well #5 Maintenance It was moved by Bodger and 2nd by Rucker that: "We accept the request by the Manager Rick Peirson to proceed with the maintenance of well #5 with a cost not to exceed \$7,500." The motion passed 6/0. Peirson advised the Board that since the Study Session, our well driller had looked into the well with a lowered camera and could not propose any specific corrective action until it has been coordinated with the EPA.

(3) Neighborhood Watch Charter: It was decided that this item would be delayed until we could work more closely with the insurance agent to discover exactly what the issues are. The Neighborhood Watch and Emergency Preparedness Committee chairpersons (Mikel and Bill Stull) are to work with the Manager, Rick, to find out what exactly the problems were with regard to our policy and Neighborhood Watch, and search for alternatives to rescinding its charter and dissociating its functions from the CGCC.

(4) Audit Bid: It was moved by Bodger and 2nd by Ritchie that: "The Manager's recommendation that the annual audit bid of \$2,475 be accepted." It passed 6/0. The bid letter of Mr. Vandal, our previous auditor, is attached.

(5) Clubhouse Ceiling Drywall: It was decided that the issue of replacing the Club House ceiling with drywall versus painting would be delayed until December/January when more specific information is to be made available. Scherting is to work with the Peirson on this item.

(6) Other Issues: It was moved by Bodger and 2nd by Rucker that: "A request for a concrete driveway apron for 50 Pine Drive be approved." It passed 6/0.

10) Announcements:

- (1) Regular Study Session: December 12, 2006, at 3:00 pm, at Clubhouse.
- (2) Member Meeting for voting: December 14, 2006, at 6:45 pm, at Clubhouse
- (3) Regular Board Meeting: December 14, 2006, at 7:00 pm, at Clubhouse.

11) Adjournment: The meeting was adjourned at 8:05 pm.

John Garrett, Secretary

David Stanko, President

CAPE GEORGE COLONY CLUB
MEMBERSHIP MEETING
December 14, 2006

1. **Call to order:** David Stanko, President, called the Membership Meeting to order at 6:45 P.M.

2. **New Business:**

- a. Open meeting for CGCC membership voting on December ballot.
- b. Accept membership ballots.
- c. Close voting.

Note: Ballot counting for the ballots submitted at this meeting was subsequently accomplished and the results were merged with the mailed-in count performed on December 13, 2006. The results were reported at the Board Meeting, held immediately following this Membership Meeting.

3. **Adjournment:** The President adjourned the meeting at 7:00 PM

Submitted by:

Approved by:

John Garrett, Secretary

David Stanko, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
December 14, 2006

1. **Call to order:** David Stanko, President, called the regular Board of Trustees meeting to order at 7:00 P.M.
2. **In Attendance:** John Bodger, John Garrett, Brian Ritchie, Robin Scherting, David Stanko, and Ann Swallow.
3. **Action on Minutes:** Ann Swallow moved and John Bodger seconded to approve the Minutes of the Special Board of Trustee Meeting of November 16, 2006 and it was (passed 5/0).

4. Treasurer's Report: (a) As of **November 30, 2006** the Checking Account total was \$8,851; the 5 CD Accounts totaled \$456,258. Accounts Receivable for delinquencies total \$930 with 8 minor delinquencies. The large, long-standing delinquent account has been settled, see Manager's Report.

5. Committee Reports:

Building: Oral and written reports provided by Ann Simpson. In November the following was accomplished: 1) four Tree-cutting requests were approved; 2) five Earthworks requests were approved; 3) one Building Permit was issued; 4) one Demolition request was approved; and 5) two Truss Inspections (for height conformance) were performed. Two new members have been added to the Building Committee: Bill Coulter and Dick Swallow. Detailed written report attached.

Environmental: The minutes of the committee's 5 December meeting were provided as a written report and are attached hereto.

Finance: A Consolidated income/expense report for the month of November is attached.

Marina: Written and oral reports provided by Dale Huselton. The oral was as follows: 1) Tuesday-Thursday work activities have been suspended for the winter months; 2) some marina water pipes were frozen during the recent cold weather due to someone turning the water on but not back off; and 3) new locks and keys have been provided for the ramp gate, the boat and trailer storage area gate, and the crab cooker. A fourth item was included in the written report that the moorage assignments for 2007 are in work. The written report is attached.

(NOTE: It was clarified in session that *anyone* can use the crab cooker, that those who do not have a key may obtain a temporary from the CGCC office with a \$5 deposit and use the cooker.)

Membership: There are 6 new owners in the CGCC. A written report was provided and is attached.

Memorial: No report given, but there was a reminder provided by Robin Scherting of the Memorial for Kenneth (Ken) Neal, who was one of our employees, to be held at the clubhouse on December 23rd at 2 PM.

Neighborhood Watch: There was no written report, but, Rhebe Greenwald's resignation as co-chair of the committee was submitted, and is attached.

Roads: A written report was provided by Larry Southwick within the attached copy of an email. It was noted by Dave Stanko that there is a recommendation therein, by Larry and Rick Peirson, CGCC Manager, due to a large number of complaints, that we add the mailbox area to our snow-plowing priority-one areas. This has been assigned to Rick to implement.

Water Advisory: There was no report. It was reported that there is a potentially serious leak somewhere in our system, as evidenced by the system being unable to restore our tanks to their proper level overnight. A highest priority action item was given to the Manager and the Committee to investigate this situation.

No reports were provided by the following committees: Children's; Emergency Preparedness; Fitness; Neighborhood Watch; Nominating; Pool; Social Club.

The counts for the voting on the nine issues on the December ballot were reported by the Secretary, John Garrett. All nine ballot items passed. They are as follows. 1) **Budget** - Proposed

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
December 14, 2006

for 2007. 2) **IRS Resolution:** To place the 2006 remaining funds into Reserve account. 3) **Special Assessment for Water System** - One-time \$25.00 per lot for automated meter reading assets. 4) **Amend Building Guidelines: Concrete Driveway Aprons.** 5) **Amend Building Guidelines: Permits for Remodels and other standards** 6) **Amend Building Guidelines: Standards for Demolition.** 7) **Amend By-Laws: Change Trustee Term from 2 to 3 years.** 8) **Amend By-Laws: Limit Trustees to Six Consecutive Years in Office.** 9) **Amend By-Laws: 4% Limit increase on Annual Assessment.** A summary report of the voting is provided as an attachment hereto, as well-as a copy of the final tally sheets for each of these ballot items.

6. Manager's Report: Both oral and written reports were provided. The oral is as follows and the written is attached. The largest of our delinquent accounts, for \$4,020.54 has been settled and the attorney fees of \$6,000+ for its collection have been paid. The PUD will cover any emergencies we may have due to the passing of our water specialist.

7. Member Participation: It was reported by Dale Huselton that there seemed to be an uncoordinated approach to the long-range financial planning committee, in that the Marina Committee, which has had long-range planning in place for several years, was not invited to participate. Brian Ritchie, the chairperson of this new, ad hoc committee, apologized and indicated that it was not intentional, simply an oversight, and further indicated that future committee activities and meetings certainly would include Marina Committee notification and representation.

8. Information: 1) Any Board action on potential drywall work on the Club House ceiling is to be postponed to January or February, 2007. 2) Insurance liability issues will be discussed by Manager Peirson at January Study Session. Manager Peirson is to handle changes in Building Guideline form BG02-2. 3) A Memorial for Cape George employee, Ken Neal, who passed away earlier in December, is set for Saturday December 23, 2007, at 2:00pm at our Cape George Club House, and will be a pot luck affair.

9. New Business:

- a. It was moved by John Bodger, seconded by John Garrett and passed 5/0 that the attached, proposed donation form be approved for use for CGCC donations.
- b. It was moved by Robin Scherting, seconded by John Bodger, and passed 5/0 that the attached, modified Rules and Regulations for the swimming pool and the fitness room go out to the membership for comments in the January newsletter prior to a final vote at the January Board meeting.
- c. It was moved by John Bodger, seconded by Robin Scherting, and approved 5/0 to raise the Manager's spending limit (without requiring Board approval) from \$1,000 to \$5,000.
- d. It has come to the Board's attention that the Cape George Fire Station (owned by CGCC and leased to the County) is currently an open issue, regarding its future. It will be addressed in the April time-frame.

10. Executive Session: The Board adjourned from its regular meeting to Executive Session at 7:30 PM to discuss personnel issues. The details are contained in an attachment. The Board adjourned from the Executive Session and reconvened its regular session at 8:00 PM.

11. Additional New Business Item:

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
December 14, 2006

d. It was moved by John Bodger, seconded by Robin Scherting, and approved 5/0 to award Christmas gifts to the CGCC employees as discussed in the Executive Session, including a posthumous gift for Ken Neal.

12. Announcements: (a) Regular Study Session: January 9, 2007 at 3:00 p.m. at clubhouse.
(b) Regular Board of Trustees Meeting: January 11, 2007 at 7:00 p.m. at clubhouse.

14. Adjournment: The President adjourned the meeting at 4:15 p.m.

Submitted by:

Approved by:

John Garrett, Secretary

David Stanko, President