

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

June 12, 2007

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 (via teleconference), Robin Scherting, David Stanko, and Ann Swallow.
3. **Action on Minutes:** Brian Ritchie moved and John Garrett seconded to approve the Minutes of the Board of Trustee Meetings of December 14, 2006 and of May 10, 2007, and it was (passed 6/0).
4. **Treasurer's Report:** Oral report as follows. As of May 31, 2007, the checking account balance was \$29,890, the 5 CD accounts totaled \$500,000, and the money market account total was \$101,654. The Income exceeds the budgeted amounts of \$299,075 income versus \$294,625 budgeted for the Total, and \$153,713 income versus \$141,153 budgeted for the Net. Attached are the Un-audited Consolidated Income/Expense Statement for Water, Marina, and General, and the statement for the Certificates of Deposit & Money Market Account and Fundraiser Investment Account Statement, all as of May 31, 2007.

5. Committee Reports:

Building: The Building Committee Chair, Ann Simpson, provided both oral and written reports. The Building Committee approved 3 tree cutting requests and 2 earthworks requests. The written report is attached.

Children's: No report.

Emergency Preparedness: The Emergency Committee Co-Chairperson, Bill Stull, provided both an oral and a written report. In addition to the items in the written report that were covered in the oral report, the following additional items were covered in the oral report: 1) An apartment-sized refrigerator has been donated and installed in the workshop for the emergency, temporary storage of medicines during lengthy power outages; 2) the latest version of the Emergency Preparation Plan is available on the CGCC web site; 3) emergency procedures and telephone numbers will be included in the community telephone book in the next publication and, in the interim, may be made available for insert into the current phone book; and 4) John Garrett will be getting a Firewise section ready for the Plan.

Environmental: A brief oral report was provided by Robin Scherting. There was a successful beach walk-through cleanup performed, and there will be no monthly meetings of the committee in the months of July and August.

Financial: A written report was provided by Linda Cooley and is attached. An oral report was given by Rhebe Greenwald as follows. No formal meetings were held in May, but, there was a review of the CGCC insurance coverage and questions were submitted to the Manager to address with the agent prior to our payment.

Fitness: No report.

Marina: Dale Huselton provided a brief summary of items discussed at their committee meeting which are highlighted in the attached listing. Also attached is a copy of the committee's long term plan. The following provides amplification information concerning one of the listed items and an

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additional item: 1) the committee is addressing the purchase of a buoy to be placed outside the harbor entrance for moorage of boats during periods when the harbor cannot be entered by the subject boats; and 2) trailer owners who are parking their trailers in the South lot are encouraged to park their trailers in a neat and orderly manner.

Membership: No report. It was noted by Dave Stanko that there was no such committee any longer in effect, and that the office would assume the responsibility for providing the service.

Neighborhood Watch: A written and oral report was provided by the committee co-chair, Mikel Stull. The written report is attached. The oral report summarized the issues that arose as the result of a tree falling and taking out power lines, and the issues are presented in detail in the written report.

Nominating: No report.

Pool: No report.

Roads: No report.

Social Club: "An oral report was provided by Jeannie Ramsey addressing the following. 1) The Committee has spent \$500-600 to replace things in the kitchen, - silverware, towels, etc.- and is looking into a new refrigerator, as the existing one is not repairable. 2) The Committee is wanting to paint the inside of the Clubhouse, but is on hold, pending the decision and action on the ceiling tiles."

Water Advisory: No report.

6. Information: 1) Water permanganate insertion presentation by Mercy Del Valle. An environmental Fact Sheet on this chemical is attached hereto. More information to come to the Board in July by Water Manager Eric. 2) A Pool presentation was made by Chair Bruce Candioto. Written information is attached hereto. Estimates to the Board by July or August Study Session, Report by July Study Session. 3) Manager Peirson to talk to Sheriff Brasfield and Police Chief Daily to authorize speed and traffic enforcement. Manager Peirson to report to the Board by July Study Session. A copy of a letter from the County Sheriff to the Kala Point HOA defining the Sheriff's position is attached hereto. 4) Kitty Rucker recommended CGCC use environmentally friendly products. 5) We postponed to the July Study Session the discussion of the Memorial Committee funds-after the Social Committee discusses it at their meeting. 6) The Manager will put the complete CGCC Governing Documents on the Web and a complete copy in the CGCC Clubhouse library, to make them readily available to Members. 7) The Manager Rick Peirson will research why we have had our total number of water hookups reduced by the State. He will report back to us at the July meeting. Two correspondence items are attached hereto. 8) Dale Huselton reported that the three priorities for the Marina are replacing the pilings, entry to the Marina and dredging the inside of the Marina. Dale will report costs to the Board by July or August. 9) Manager Rick Pierson to work on finding a new driller for well # 5 and report to the Board by the July Board meeting or sooner. A discussion regarding HOA attorney retaining fees and options is postponed until July.

7. Manager's Report: The following is a summary of information provided via oral reports at the Study Session and this Board meeting and excludes information redundant to that contained elsewhere herein. 1) An emergency generator for the water system failed to work when needed

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due to its motor having failed during operation. There was also a problem uncovered in that the generator had to be manually started, leaving the Highlands without adequate water pressure. Corrective action to be taken by the Board under New Business, below. 2) The lack of back-flushing of our filter system media with potassium permanganate has caused some deterioration of the media and may cause us to have to replace the media sooner than anticipated. More information will follow. 3) Re-painting of stripes, speed bumps, and stop lines is nearly complete. 4) We are looking for a new well driller as our most recent contractor suddenly passed away. 5) A test hole will be dug on the bay side of the swimming pool building to investigate potential tidal impact (water incursion) on our repair work needed for the swimming pool. 6) A Ham Radio set furnished and installed by the county is now operational in the maintenance shop for use by CGCC emergency operations and interface with the county Emergency Operations Center. 7) The boat trailer parking lot South of the Marina was repaired and there are now power plugs available for lights and tool usage. 8) The microphone system for the clubhouse has been replaced. (It was integrated with the large-screen TV audio system to allow teleconferencing with Gary Nelson for the candidate Trustee candidate session and for Kitty Rucker to participate in the Board Meeting via telephone, and it was quite successful). 9) A new office assistant has been hired and will start working in the office beginning June 25th. Office hours beginning the following week will be 9 am to 2 pm, Monday through Friday. 10) Notices of violations for failures to cut grass on properties were issued to about two dozen members, including two properties that have homes with occupancy. Contracted cutting has begun and members will be billed as their lots are mowed.

8. Member Participation: Appreciated and welcomed, open mike, 3 minute presentations.

1) A packet of letters was received from Dean Shinn and was not read due to its length (12 pages). It covered a variety of issues concerning the Marina. The letters are provided as an attachment to these minutes. 2) A letter was received concerning a view obstruction. No action is possible by the Board or the Cape George Manager or Building Committee unless it is a hedge issue as outlined in our governing documents. Members are reminded that we must rely on a sense of neighborliness and, hopefully, friendly discourse between members, when dealing with all other view obstruction issues, except for house heights. 3) Pool hours were questioned and how to attempt getting them changed. It was clarified that the Manager has been given that responsibility. Members wishing for a change should first contact the Pool Committee Chairperson and work with them and the Manager. 4) Kayak storage has become a problem and members who have or wish to have a kayak stored in our designated storage area are advised that they need to have their identity posted on the kayak and to coordinate with the Harbormaster. Kayaks without identity may be removed, so, please work with us on this issue.

9. New Business:

1) It was moved by John Garrett, seconded by John Bodger, and passed 6/0 to grant authorization of the expenditure of the special assessment funds for the **water meter equipment and installation** approved by the membership.

2) It was moved by John Bodger, seconded by Kitty Rucker, and passed 6/0 to grant approval of funds for the **water system generator motor and automatic activation switch** for funds of the order of approximately \$10,391 with reserve fund resolution to be accomplished upon receipt of first billing.

3) It was moved by John Bodger, seconded by Kitty Rucker, and passed 6/0 that we grant approval of funds **for marina parking lot repair** and reserve fund resolution in the total amount of \$11,320 with \$10,195.02 to come from marina funds and the remainder to come from roads funds.

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4) It was moved by Kitty Rucker, seconded by John Bodger, and passed 6/0 to approve **funds for marina dredging** in the amount of \$9,000.

5) It was moved by Robin Scherting,, seconded by John Bodger, and passed 6/0 to approve **new rules for the swimming pool and fitness room** as submitted by the respective committees and attached hereto.

10. Announcements: 1). Regular Study Session: July 10, 2007 at 3:00 pm at the clubhouse. 2). Regular Board of Trustee Meeting: July 12, 2007 at 7:00 pm at the clubhouse.

11. Adjournment: The meeting was adjourned at 8:35 pm.

John Garrett, Secretary

David Stanko, President

CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
July 24, 2007

1. **Call to order:** David Stanko, Acting Chair, called the Special Meeting to order at 6:00 p.m.

2. **In Attendance:** David Stanko, John Bodger, Ann Swallow, Bill Stull, Marty Bluewater, Gary Nelson and Robin Scherting.

3. **New Business:**

1. Nomination of Officers:

President: Robin Scherting (3/7)
Bill Stull passed (4/7)
David Stanko – no vote

*** Because David Stanko was nominated for the position of President, Ann Swallow took over as Acting Chair (before the vote was taken) once Bill Stull was elected he conducted the remainder of the meeting. ***

V.P.: Gary Nelson (2/7)
Ann Swallow passed (4/7)
Marty Bluewater – declined

Treasurer: Marty Bluewater passed (7/7)

Secretary: Gary Nelson – declined
Robin Scherting – declined
Gary Nelson re-nominated passed (4/7)

The new officers for the year 2007-2008 are as follows: President – Bill Stull, Vice-President – Ann Swallow, Secretary – Gary Nelson and Treasurer – Marty Bluewater.

2. **Board Liaisons:** President Stull announced that he would contact all of the committee chairs to see who still wants to continue. Board members were asked to complete their CGCC Board of Trustee Office Information Sheet and return to the CGCC Office listing the committees they are interested in being liaisons for. The results of these Information Sheets will be announced at the August Board Meeting.

3. **Discussion of alternative Board Meeting hours.** The Board discussed the possibility of changing the times of the Work Study Session and the Board Meetings. Marty Bluewater asked if an article could be placed in the upcoming Newsletter polling the community as to their opinion. For now the times will remain the same.

4. **Parliamentarians** - Ben Fellows & Don Lee will act as parliamentarians.

5. **Approval of the July 2006 Special Meeting Minutes.** The August 2006 Board Minutes will be checked for approval of the July Special Meeting minutes.

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6. **Announcement of new Board Members and Terms.** John Garrett, outgoing Secretary, will be asked to submit a list of the new Board Members names and Terms for the August Newsletter.
7. **Adjournment:** The meeting was adjourned at 6:28 p.m.

Submitted by:

Approved by:

Gary Nelson,
Secretary

William A. Stull
President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

August 16, 2007

1. **Call to order:** Bill Stull, President, called the regular Board of Trustees meeting to order at 7:00 P.M. President Stull announced:
 - a) The meeting would be recorded for the purpose of assisting the Secretary in preparation of the minutes and that once the minutes were approved the tapes would be destroyed.
 - b) Schedule of board agenda items were available for anyone interested in picking one up.
2. **In Attendance:** Bill Stull, Ann Swallow, Marty Bluewater, Gary Nelson, John Bodger, Robin Scherting & David Stanko.
3. **Action on Minutes:** Robin Scherting moved, Ann Swallow seconded passed (6/0) to approve the minutes of the Regular Board of Trustees Meeting of July 12, 2007 as submitted. Robin Scherting moved, Ann Swallow seconded passed (6/0) to approve the minutes of the Special Board Meeting of July 24, 2007 as submitted.
4. **Membership Report:** Gary Nelson reported that 16 new members purchased property in Cape George between January 1, 2007 & August 15, 2007. Robin Scherting moved, Marty Bluewater seconded passed (6/0) to accept this report.
5. **Treasurer's Report:** (a) As of **July 31, 2007** the Checking Account total was \$22,137; the 4 CD Accounts total was \$400,000, and the 2 Money Market Accounts totaled \$135,024. Accounts Receivable for delinquencies total \$4,400.
6. **Committee Reports:** Building: Written report provided. Emergency Preparedness: No report. Environmental: Noreport. Finance: Written and oral report by Georgette Semick. The Finance Committee met August 6, 2007 with the new Treasurer and Manager in attendance. The Committee reviewed the financial statements as of June 30, 2007. The Committee also reviewed the Committee Charter, suggested an outline for the Treasurers Report and reviewed a draft of dates for the 2008 budget process. At the Manager's request, a method was recommended for the handling of the incremental purchase and billing of the water meters. Linda Cooley announced her resignation as Finance Committee Chair and indicated that Georgette Semick has agreed to serve, subject to Board approval. Fitness Committee: Written report pending. Marina: Written report by John Cooley oral report presented by Marty Bluewater. New screw anchored buoy is installed. It is good for a 45' boat. Water system: dripping faucets have been repaired, and expansion loops installed and a shut-off for "G" dock was installed. Waiting list is now at 55 people, 24 of whom don't have boats at this time. Crab shack and dumpster enclosures were painted. Dredging has been completed. Please remind kayak and dinghy owners to please put their names on their vessels. Neighborhood Watch: No report. Nominating: No report. Pool: No report. Roads: No report. Social Club: Written and oral report by Jeannie Ramsey. The Social Club is in the process of getting the chairs for the round table in the library area reupholstered. Several Social Club members completed an extensive cleaning and sorting of the Clubhouse store room and kitchen. On Monday, September 3 Labor Day weekend, the Social Club will host a barbeque to thank everyone in the community for their volunteerism this past year. The next Social Club meeting will be combined with an Oktoberfest on Monday, September 24. There will be a \$5.00 charge per person. The Key City Players will be presenting a "word play" on Friday, October 12. There will be no charge for this event, but donations will be gladly accepted for the UGN campaign. More on this will follow in the coming weeks. Water: No report.
7. **Manager's Report:** 1. Water meter replacement has begun. 20 water meters were installed this last Tuesday in the Highlands. Those members will be receiving invoices for this work shortly. The Manager's intent is to install the meters in batches of 24, division by division. 2. The Manager is in the process of acquiring bids/estimates for replacing the ceiling in the Clubhouse along with bids/estimates for reconfiguring the lighting. This information will be presented to the Board in September. 3. Currently in the process of acquiring a quote for Flood Insurance and an Umbrella

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Liability Policy that would be in excess of the primary liability coverage provided by our General Liability policy, the D& O policy and the Auto policy.

8. **Member Participation:** A member voiced concern regarding the upkeep of 360 S Palmer DR now that it has been purchased by a corporate buyer. Another member asked whether or not we would be receiving a water report any time soon. A water meeting has been set for August 24th from 1 – 3 p.m.
9. **New Business Information Items:** a. Pool Committee to submit article to this month's Newsletter regarding proposed pool changes. Pool proposal to be completed and submitted to Board. Target date will be September Board meeting. b. Ad hoc committee appointed to work on Vision, Mission, and Goals for Cape George to be chaired by Marty Bluewater. So far Don Lee, Jerry Swanson, and Linda Hiatt have volunteered to help this project. Target date for completion will be November Board meeting. c. Road Committee Chair has been requested to develop a proposal for maintenance of Club right of way property. Target Date for completion will be by December Board meeting. d. Manager will submit written proposal regarding renovations of Clubhouse including ceiling repairs/replacement, lighting, painting, and other necessary repairs. Target date for proposal will be September Board Meeting.
10. **New Business:**
 - a Ann Swallow moved, Dave Stanko, seconded and passed (6/0) the changes to Pool Hours as follows: 5:00 to 7:00 a.m. for adult only lap swim; 7:00 to 7:30 a.m. for water exercises; 7:30 to 9:00 a.m. for adult only open swim/exercise; 9:00 to 10:00 a.m. for water exercises; 10:00 a.m. to 12:00 noon for adult only lap swim; 12:00 noon to 1:00 p.m. for general lap swim. (Discussion included a letter read by Gary Nelson from one of the members.)
 - b Robin Scherting moved, Gary Nelson seconded and passed (6/0) to approve Ann Simpson to continue as chairperson for the Building Committee for the 2007/2008 year.

Robin Scherting moved, Dave Stanko seconded and passed (6/0) to approve Larry Southwick to continue as chairperson for the Emergency Preparedness Committee for the 2007/2008 year.

Robin Scherting moved, Ann Swallow seconded and passed (4/3) to approve Marilyn Hider to continue as chairperson for the Elections Committee and add Joyce Skoien as a co-chairperson for the 2007/2008 year. (Tie breaking vote by President Bill Stull to approve.)

Robin Scherting moved, Gary Nelson seconded and passed (6/0) to approve Kitty Rucker as the new chairperson for the Environmental Committee replacing Bernie Del Valle for the 2007/2008 year.

Robin Scherting moved, Marty Bluewater seconded and passed ((6/0) to approve Georgette Semick as the new chairperson for the 2007/2008 year.

Robin Scherting moved, Dave Stanko seconded and passed (6/0) to approve Jack Scherting to continue as chairperson for the Fitness Committee for the 2007/2008 year.

Robin Scherting moved, Marty Bluewater seconded and passed (4/2) to approve John Cooley as the new Marina Chair/Harbor Master for the Marina Committee replacing Dale Huselton for the 2007/2008 year.

Robin Scherting moved, Ann Swallow seconded and passed (6/0) to approve Mikel Stull and Bonnie Strickland to continue as chairpersons for the Neighborhood Watch Committee for the 2007/2008 year.

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Robin Scherting moved, Ann Swallow seconded and passed (6/0) to approve Bernie Del Valle to continue as chairperson for the Nominating Committee for the 2007/2008 year.

Robin Scherting moved, Ann Swallow seconded and passed (6/0) to approve Bruce Candioto to continue as chairperson for the Swimming Pool Committee for the 2007/2008 year.

Robin Scherting moved, Ann Swallow seconded and passed (6/0) to approve Larry Southwick to continue as chairperson for the Roads Committee for the 2007/2008 year.

Robin Scherting moved, Ann Swallow seconded and passed (6/0) to approve Jeannie Ramsey to continue as chairperson for the Social Club Committee (elected by the Social Club) for the 2007/2008 year.

Robin Scherting moved, Ann Swallow seconded and failed (2/3) to approve Ben Fellows as the new Water Committee Chairperson replacing Zane Wyll for the 2007/2008 year.

Ann Swallow moved to postpone the appointment of chairperson for the Water Committee until the September Board Meeting, but there was no second so the motion was dropped.

Dave Stanko moved, John Bodger seconded and passed (6/0) to approve Michael McDonald (Mac) as the new Water Committee Chairperson for the 2007/2008 year.

c Robin Scherting moved, Dave Stanko seconded and passed (6/0) that we approve the concept of allowing the Mel and Grace Hurley family to place a large, natural rock somewhere near the Cape George Beach. The Hurley Family will provide pictures of the rock and any cost estimates that will be incurred for this. One this rock has been accepted, the placement will be under the direction of the Environmental Committee.

d Gary Nelson moved, Ann Swallow seconded and passed (6/0) to accept the slate of Board Liaisons as presented.

11. **Announcements:** (a) Regular Study Session: September 11, 2007 at 3:00 p.m. at Clubhouse. (b) Regular Board of Trustees Meeting: September 13, 2007 at 7:00 p.m. at Clubhouse. (c) An article will be put in the Newsletter thanking the outgoing Board members: John Garrett, Brian Ritchie & Kitty Rucker. And a special "Thank you to David Stanko for his service as President and John Bodger for his service as Treasurer.

12. **Adjournment:** The President adjourned the meeting at 8:12 p.m.

Submitted by:

Approved by:

Gary Nelson, Secretary

William A. Stull, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
September 13, 2007

1. **Call to order:** Bill Stull, President, called the regular Board of Trustees meeting to order at 7:00 P.M. President Stull announced:
 - a) The meeting would be recorded for the purpose of assisting the Secretary in preparation of the minutes.

2. **In Attendance:** Bill Stull, Ann Swallow, Gary Nelson, Marty Bluewater, John Bodger & Robin Scherting.

3. **Action on Minutes:** Ann Swallow moved, Robin Scherting seconded passed (4/0) to approve the minutes of the Regular Board of Trustees Meeting of August 16, 2007 as amended. (Marty Bluewater was not present for this vote.)

4. **Membership Report:** Gary Nelson reported two new members –
 - Stephen Payne purchased 190 N Rhododendron from William Kulstad.
 - Ann Elizabeth Hueter purchased 130 Colman from Kathrynne & Thomas Kent.Robin Scherting moved, Gary Nelson seconded passed (4/0) to accept this report. (Marty Bluewater was not present for this vote.)

5. **Treasurer's Report:** Presented by Rick Peirson - As of **August 31, 2007** the Checking Account total was \$19,828.81; the 3 CD Accounts total was \$300,000, and the 3 Money Market Accounts totaled \$240,887.40.

6. **Committee Reports:** Building: Written report prepared by Ann Simpson, oral report provided by Michael MacDonald – Six Tree cutting requests were approved. Two Earthworks requests were approved. Seven Driveway connection requests were approved & two Building permits were approved. Elections: No report. Emergency Preparedness: No report. Environmental: Written & oral report provided by Kitty Rucker - The committee will complete the landscaping at the entrance to the Highlands within the next month. We have moved the bulletin board, put in the bench in memory of George, and leveled the area. Do take a look at it. We would like the community to better monitor the erosion of the bluff by checking on pipes that carry water to the beach and may be dropping water on the bluff causing further erosion. If it is not too expensive, we would like to have the weeds in the ditches mowed instead of treated with chemicals. If chemicals are used, we would like it to be done using the least herbicide possible and in a safe way so that animals and sea life are not injured. They will be working on community projects and presentations for the next year. Finance: Written and oral report by Georgette Semick – The Finance Committee met on September 13, 2007 with the Treasurer and Manager in attendance. The Committee reviewed the financial reports as of July 31 and August 31, 2007, in preparation for the upcoming budget process. CDS and Money Market account balances were reviewed and Linda Cooley provided a recommendation on reallocating the reserve balances to make the statements simpler to read and maintain. Comments and recommendations for changes to the reserve schedules were received and noted. Additional changes are expected from some committee chairs and the manager prior to revision by the Committee for the budget meetings. The manager discussed the capital improvement requests received from the committees. Based on the Manager's input, dates for the receipt of the draft budget from the Manager and the Finance Committee's budget meeting were set. That meeting is scheduled for October 12 at the office meeting room. Also this month, the Committee forwarded recommendations on reinvestment of the maturing CD from IndyMac. Fitness Committee: Written report prepared by Jack Scherting, oral report provided by Robin Scherting - The Fitness Committee is negotiating the purchase of a second elliptical strider to meet demand for use. This is a refurbished unit and has somewhat different features than the one we presently have. The cost is projected at @ \$2,000. Some of the cost is anticipated to be offset by a member's donation.

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Ventilation in the Fitness Room continues to be a problem. Installing a timer on the ceiling fans is a definite improvement; however, these fans are capable of exhausting far more air than the two vents now in place will let in. As a result, there is often a lack of sufficient air intake to keep the area comfortable - especially during the warmer months. In addition, the vacuum created by these fans pulls in moist air from the pool area through the fire door. This has caused the alarm mechanism to fail. We are considering options for correcting this: (1) Enlarging the existing vents; (2) Replacing the northernmost window (which has a failed thermal seal) with a window having awning-windows at the top; (3) Replacing the existing vents with windows which can be opened or shut as desired. A representative from Groves Glass met with us and is to send along some estimates. A worn cable on the Body-Solid assembly has been replaced. The cause of a breakdown in one of the stationary bicycles has been identified and resolved. A surplus Schwinn stationary bicycle has been advertised on Craig's List several times. Marina: No report. Neighborhood Watch: Written & oral report provided by Mikel Stull - This month we have concentrated on updating the telephone trees for the North Palmer area neighborhood. Each block captain was given new members names, phone numbers when available, and address. The telephone trees were updated and passed out to neighbors. These lists were also given to the three emergency preparedness first responders so they could become acquainted with the areas they will look after. Four block captains and the two co-chairs helped plan a neighborhood potluck. This will be held on September 27 in the clubhouse. This will enable neighbors to get to know one another and meet the first responders. Larry Southwick will introduce them and explain their role in emergency situations as well as give an overview of the Cape George Emergency Plan. In the next few months we will organize some kind of social for each area in order to introduce the first responders in these areas. Telephone trees will be updated and passed out also during those meetings. Nominating: No report. Pool: No report. Roads: No report. Social Club: Written report prepared by Jeannie Ramsey, oral report presented by Tom Ramsey - The Social Club had the three chairs around the library table reupholstered. Thanks to Claire Lacy and Doris Hamby for taking care of that. Also a huge thanks to the Cape George Quilters for the beautiful wall hanging that is a welcome addition to the décor of the clubhouse. The quilters plan to do another piece that will hang over the counter of the kitchen area. We apologize to all of those residents who came to the Labor Day barbeque and did not get much or any food. Next time, we will certainly plan better. Next Activities: September 24 - Oktoberfest and Social Club meeting. October 12 - Word Play "The Children's Hour" presented by Key City Players, 7:00 p.m. Donations accepted for UGN. October 20 - Wine Tasting, more on that later. Water: Written & oral report provided by Michael McDonald - The Water Advisory Committee held its first meeting on August 24. The committee will meet at least quarterly at 5 p.m. at the Tank Farm. The committee was brought up to date on communications with the Department of Ecology about water rights, the installation of new meters, our requirements and status of a Water Systems Plan for Cape George and the status of Well 5 drilling. The status of the water in infrastructure and needs for future maintenance were discussed. These will be recommended to the Manager and Board for the upcoming budget and for modifications to the Water Operations Reserve Schedule. As of Tuesday, the drilling on the replacement to Well #5 was proceeding and was at a depth of 140 feet. It was confirmed that Tank #2 at the Firehouse is physically severed from the system.

7. Manager's Report:

- 1) The field next to the clubhouse has just been hydro-seeded in hopes of reestablishing the turf. We are asking our members to refrain from using this area for about 6 weeks.
- 2) Well 5 is under construction and should be on-line this same time next month. To follow will be construction of a shed over the well and construction of a fence around the entire perimeter of the tank farm.
- 3) In an effort to make our roads safer, we are in the process of applying additional road stripping and the round center-line markers.

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- 4) We are in the process of installing the potassium permanganate saturator (equipment used in treating our water) at the tank farm and anticipate this to be operational in two weeks.
- 5) In addressing speeding issues, I will be sending out letters to commercial vendors requesting they observe Cape George's speed limits.
- 6) The Budget process for 2008 is underway.
- 7) Estimates for Road Repairs are being acquired. Work to be done – Pot Holes, Road Cuts from utility crossings & apron at Memorial Park.

8. **Member Participation:** Robin Scherting thanked Kitty Rucker for updating the Board books. A member (on Colman Loop) voiced concern about madrona trees along the bluff, south of Memorial Park, not being taken care of. His concern is that if left they will cause damage to the bluff. Bill Stull asked this member to send him an email and Bill would follow up on this concern.

9. **New Business Information Items:**

- a. Board President to distribute guidelines for revisions of committee charters to 13 Committee Chairs with a request that they work with their respective committees to revise their Charters by the November 13th Study Session (See revised guidelines in your folder.)
- b. Pool proposal will continue to be refined by Pool Committee Chairperson working closely with the Club Manager.
- c. Review critical dates on "Calendar of Board Meetings and Deadlines, 2007-2008. (Calendars were handed out to membership earlier in the meeting.)

10. **New Business Action Items:**

- a. Marty Bluewater moved, Gary Nelson seconded passed (5/0) to approved Jean Harrington as a member of the Finance Committee.
- b. Ann Swallow moved, Gary Nelson seconded passed (4/0/1) to approve Ben Fellows as Co-Chair of the Emergency Preparedness Committee as submitted by committee chair.
- c. Robin Scherting moved, Marty Bluewater seconded passed (5/0) that we allow Rick Peirson, Cape George manager to proceed with plans to complete the Clubhouse and redecorating project including lighting. This project will take place in January, 2008 and will be included in the 2008 Budget with funding coming from the Cape George General Reserves fund. No meetings or functions will be scheduled in the Clubhouse during the month of January so this project may be completed.

11. **Announcements:** Study Session, October 9th and Board Meeting, October 11th, Special Budget Board Meeting, October 17th, Special Budget Board Meeting, October 25th, (if needed), and Executive Session, either October 17th or October 25th (following the Special Budget Board Meeting.)

12. **Adjournment:** Ann Swallow moved, Marty Bluewater seconded to adjourn the meeting at 7:55 p.m.

Submitted by:

Approved by:

Gary Nelson, Secretary

William A. Stull, President

**Regular Board of Trustees Meeting Agenda
October 11, 2007**

1. **Call to Order and President's Comments**
Recording of minutes for purpose of assisting Secretary in preparation of minutes
2. **Action on Minutes:** September 13th, 2007, Regular Board of Trustees Meeting
3. **Membership Report:** Gary Nelson
4. **Treasurer's Report:** Marty Bluewater
5. **Committee Reports:** Building, Emergency Preparedness, Environmental, Financial, Fitness, Marina, Neighborhood Watch, Nominating, Pool, Roads, Social Club and Water.
6. **Manager's Report:** Rick Pierson
7. **Member Participation**
8. **New Business Information Items:**
 - a. Emergency phone numbers
 - b. Procedure for replacement of Trustees
 - c. Reminder of Special Budget Board Meeting on the 17th of October at 3:00 pm
9. **New Business Action Items:**
 - a. Motion to fund road repairs based on Lakeside Industries Proposal
 - b. Motion to standardize hours for Clubhouse, Swimming Pool, Exercise Room, and Shop
 - c. Motion to support EPC efforts to negotiate right of way exit from Colman Loop area
 - d. Motion to approve minor change to By-Laws relating to Article IV, Membership, Section 2
This change to be submitted to membership for approval with the November ballot.
 - e. Motion to approve Fellner Variance request.
10. **Adjourn to Executive Session:** Motion to discuss personnel matters and also the legal issue dealing with decommissioning and capping of well and recommendations of CGCC Attorney of Record on this matter. (Motion needed)
11. **Resume General Session:** To consider **additional new business** including possibility of voting on Board actions as motions from Executive Session
10. **Announcements:** Special Budget Board Meeting, October 17th, Special Budget Board Meeting, October 25th (if needed), and Executive Session, either October 17th or October 25th (following the Special Budget Board Meeting.)
12. **Adjournment**

Cape George Colony Club
Special Budget Board of Trustees Meeting
October 17, 2007
3:00pm

1. Call to Order and President's Comments

Meeting recorded for the purpose of assisting Secretary in preparation of minutes.

2. New Business Discussion Items

- a. Budget Presentation by Marty Bluewater and Rick Peirson
- b. Discussion of Board regarding proposed budget
- c. Questions from members regarding budget

3. New Business Action Items

- a. Motion and vote on each separate major budget recommendation
- b. Motion to submit all of these recommendations to Membership for their vote

4. Announcements

5. Adjournment

November 13th, Study Session and November 15th, Board Meeting.

Regular Board of Trustees Meeting Agenda
November 15, 2007
7:00 PM

1. **Call to Order and President's Comments**
 - a. Meeting will be recorded for the purpose of preparation of the minutes
 - b. Special Thanks to Ann Swallow for her service on the Board
2. **Action on Minutes:** Regular Board of Trustees Meeting, October 11, 2007 and Special Budget Board Meeting, October 17, 2007
3. **Membership Report:** Gary Nelson
4. **Treasurer's Report:** Marty Bluewater
5. **Committee Reports:** Building, Emergency Preparedness, Environmental, Financial, Fitness, Marina, Neighborhood Watch, Nominating, Pool, Roads, Social Club, and Water.
6. **Manager's Report:** Rick Peirson
8. **Member Participation**
9. **New Business Information Items:**
 - a. Reaffirmation of Board's directive to the Marina Committee to develop long term proposal for improvement to marina with specific deadlines for submission of such a proposal.
 - b. Suggestion to Board Members to insert New Form MIS04-e (Member Complaint Form) and MIS04-f (Member Information Request Form) in their Board Handbook.
 - c. Board Chair to appoint Ad-Hoc Committee to look into developing a proposal to extend Renter's Rights in Community. Ad Hoc Committee members to include Thad and Rachael Bickling, Bryan Ritchie, Dick Poole, Mikel Stull, and Manager Rick Peirson.
10. **New Business Action Items:**
 - a. Election of Vice President for the Board to replace Trustee Ann Swallow.
 - b. Confirmation of Tom Ramsey as new Board Member to replace Trustee Ann Swallow
 - c. Approval of Annual Audit Engagement letter
 - d. Approval of Revised Job Description for Office Assistant
 - e. Confirmation of hiring of Jeannie Braga as Office Assistant
 - f. Approval of Manger's Proposal for Clubhouse renovation project
 - g. Approval of all 13 Charters
 - h. Other new business
11. **Announcements:** Special General Membership Meeting, December 6, 2007 at 7:00 pm
Study Session, December 11, 2007 at 3:00 pm, and Board Meeting, December 13, 2007
at 7:00 pm
12. **Adjournment**

Regular Board of Trustees Meeting Agenda
December 13, 2007
7:00 pm

1. **Call to Order and President's Comments**
 - a. Special thanks to John Bodger for his service on Board
 - b. Results of Budget Vote
 - c. Employee Christmas Party

Special request to move New Business Action Item a: Motion to confirm Leanne Ryan as new Board Member to replace John Bodger.

2. **Action on Minutes:** Regular Board of Trustees Meeting, November 15, 2007
3. **Membership Report:** Gary Nelson
4. **Treasurer's Report:** Marty Bluewater
5. **Committee Reports:** Building, Emergency Preparedness, Environmental, Financial, Fitness, Marina, Neighborhood Watch, Nominating, Pool, Roads, Social Club, and Water.
6. **Manager's Report:** Rick Peirson
 - a. Status of water well drilling
 - b. Status of swimming pool renovation project
 - c. Tentative schedule for completion of Capital Projects in 2008
 - d. Other items from Study Session

7. **Member Participation**

9. **New Business Information Items:**
 - a. Clubhouse will be closed for minor renovations most of January
 - b. Board liaison assignments (see attached)
 - c. Manager authorized to add third mowing date of April 20th of each year
 - d. Invitation to Post Office Postmaster to make presentation to Study Session in January regarding locking mailboxes
 - e. Water Manger to make presentation at January Study Session

10. **New Business Action Items:**

- a. Motion to confirm Leanne Ryan as new Board Member to replace John Bodger
- b. Motion to Approve Reserve Funding Resolution dealing with moving 2007 funds to Club's Reserve Accounts
- c. Motion to approve new Charter for Finance Committee
- d. Motion to approve new policy and procedure for manager to follow in responding to complaints by members. (FORM MIS07)
- e. Other new business

11. **Announcements:** January Study Session will be held on January 8th at 3:00 pm and the Board meeting will be held on January 10th at 7:00 pm. Please note that both of these meetings are scheduled to be held in the Fire Station Meeting hall on Cape George Road