

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
January 11, 2007

January board meeting cancelled due to inclement weather. Board resumed in February.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
February 15, 2007

1. **Call to order:** Dave Stanko, President, called the regular meeting to order at 6:50 pm
2. **In Attendance:** John Garrett, Robin Scherting, David Stanko, and Ann Swallow.
3. **Agenda change:** Dave Stanko requested that the Board agenda be changed in deference to Ann Swallow, as she was attending while ailing so as to provide a quorum, and we needed to get our business accomplished that required a quorum as quickly as possible.
4. **Executive Session:** The Board adjourned to Executive Session at 6:55 to address the issue of hiring a qualified Water Operator, as recommended by our Manager, Rick Peirson. It was moved by John Garrett, 2nd by Robin Scherting, and passed 3/0 to hire Eric Thomas of Sequim to provide up to 20 hours per week at \$15.00 per hour with no employee benefits. Rick is to issue a Letter of Engagement for a start date of 1 March, 2007. The Board returned to Regular Session at 7:05 pm. Rick's recommendation is attached.
5. **New Business:**
 1. **Donation form changes** – It was moved by John Garrett, 2nd by Robin Scherting and passed 3/0 to accept the attached, recommended donation form as changed to put the Employee "Thank You" at the bottom of list and to alphabetize the rest of the list.
 2. **Well #5 Repairs** – It was moved by Ann Swallow, 2nd by John Garrett, and passed 3/0 to approve Rick Peirson's recommendation to provide not-to-exceed \$18,000 for the repair of well # 5 per the attached work estimate..
 3. **Building Committee Members** – It was moved by Robin Scherting, 2nd by John Garrett, and passed 3/0 to add Bill Coulter, Rich Swallow, and Gaylen Peterson to the Building Committee, as recommended by the Committee.
 4. **Building Committee Charter** – It was moved by John Garrett, 2nd by Robin Scherting, and passed 3/0 to accept the recommended changes to the Building Committee Charter as shown in the attachment.
 5. **Pool Committee Chair** – The recommended co-chairs for the Pool Committee have both declined to accept the position and this item will be addressed at the March Study Session.
 6. **Guest Definition and Privileges** – The existing definition of a Guest and the rules applicable to their access to Cape George amenities will stand. All guests to the pool and exercise room must be accompanied by a member in good standing, unless an exception is granted by the Manager.
 7. **Other - Manager's Spending Discretion** – It was made clear that, per the previous approval by the Board, the Manager's \$5,000 spending limit per issue has no restrictions designating other authority or approval unless the Manager so desires.
6. **Action on Minutes:** None (Minutes for December's Board Meeting to be addressed in March)
7. **Treasurer's Report:** A written report was provided and is attached, and a Delinquency Report is also attached. As of January 31st, 2007, our account balances are as follows: Checking Account - \$63,657; 5 CD Accounts – \$461,704; Money Market Account - \$100,270; Grand Total - \$625,631.
8. **Committee Reports:** Only two were provided: Finance, as indicated above, and Membership, both written and they are attached.
9. **Manager's Report:** None (His typical report items were covered as Business items).

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10. Member Participation: None (It is noted that there were only two members in attendance other than the Board.)

Information: : 1. Drywall work on Club House ceiling to be postponed to February or March, 2007. 2. Insurance liability issues were discussed by Manager Peirson at the February Study Session. Manager Peirson reports our insurance company will allow our employees on private property to conduct Cape George work. Also, Neighborhood Watch Charter is O.K. as long as we are reporters of incidents not responders to any action. IE: call 911, if observing a crime . According to our insurance company, a GUEST must be accompanied by a member to our facilities. We are looking for a volunteer for our Memorial Committee Chair.. 5. Board members on Committees as stated in RCW 24.03.115. Manager Peirson to consult with our Cape George attorney. 6. The President will hold office hours once a week. Day and time to be announced. 7 Pool repair estimates to be taken and reported to the Board by April Study Session. 8. Flexible Office hours to be considered and reported to the Board by March Study Session. 9. Rule changes for Pool and Fitness Room postponed until March Study Session.

11. Announcements: 1. Regular Study Session: March 13, 2007 at 3:00 pm at the clubhouse. 2. Regular Board of Trustee Meeting: March 15, 2007 at the clubhouse.

11) Adjournment: The meeting was adjourned at 7:35 pm.

John Garrett, Secretary

David Stanko, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
March 15, 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, Kittie Rucker, Robin Scherting, David Stanko, and Ann Swallow.
3. **Action on Minutes:** John Bodger moved and John Garrett seconded to approve the Minutes of the Board of Trustee Meeting of February 15, 2007 and it was (passed 5/0).
4. **Treasurer's Report:** As of February 28, 2007, the checking account balance was \$16,460, the 5 CD accounts totaled \$500,181, and the money market account total was \$100,631. The Memorial and Fundraiser fund account total, for which CGCC provides accountability, was \$8,672.

5. Committee Reports:

Building: The Building Committee Chair, Ann Simpson, provided both oral and written reports. The Building Committee approved 6 tree cutting requests, 8 earthworks requests, 2 driveway connection requests, and 1 demolition request, and 3 building permits were issued. The written report is attached.

Children's: No report.

Emergency Preparedness: 1. The 2007 committee membership is established with 15 members. There are 3 new members: Bonnie Strickland, Jack Salmon, and Carolyn Salmon. 2. The next committee meeting will be on April 3rd at 9 AM. 3. CPR/DEFIB training is scheduled for April. 4. Some activities for this year are: a) review and refine the plan; b) implement major portions of the plan including the communications system, first responder group, and training activities identified in the plan; and c) review the responses to storm activities this past winter. Bill Stull provided an updated committee membership list., as attached.

Environmental: No report.

Financial: No report.

Fitness: No report.

Marina: No report.

Membership: No report.

Memorial: No report.

Neighborhood Watch: A new Co-chairman, Bonnie Strickland, has been recommended.

Nominating: No report.

Pool: No report.

Roads: No report.

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Social Club: No report.

Water Advisory: No report.

6. Manager's Report: Both oral and written reports were provided. The written report is attached and the oral report covered the following. 1) Our new water system manager began working here March 5th. 2) Well number 5 is being revisited – repair versus a new well. 3) A presentation will be made to the Board regarding water filtration and potassium permanganate injection by the system installer. 4) We have had three inspections of our operations and facilities and are in very good shape. 5) The swimming pool was inspected by a pool subcontractor (a sub to the general contractor we have been working with) and the cost to fix it for 2008 standards is substantially less than the general contractor quoted us. A presentation will be provided to the Board for their consideration. 6) New office hours will begin March 19th. Hours will be 9 am to 2 pm, Monday through Friday. 7) A member has been fined a total of \$1600 for turning on the water without authorization and for damaging CGCC property. The member has requested an appeal, which is planned for the April Board meeting.

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

Barbara Barnhart objected, as a point-of-order, to the Board's consideration of certain items on the agenda which were not addressed in the Study Session.

8. New Business:

1) Item 1 on the agenda, **change in Building Committee charter**, was dropped, as it was addressed at last month's meeting.

2) It was moved by Kittie Rucker, seconded by Robin Scherting, and passed 5/0, to **appoint Bruce Candioto as Pool Committee Chair.**

3) It was moved by Robin Scherting, seconded by John Bodger, and passed 5/0 to **approve Bonnie Strickland as Co-Chair of Neighborhood Watch Committee.**

4) It was moved by John Bodger, seconded by Robin Scherting, and passed 5/0 to **rescind the charter of the Memorial Committee.** It is noted that this function has no responsibility for any CGCC assets, should not come under the Board's jurisdiction as a committee, and therefore rescinding it is merely a formality.

5) It was moved John Bodger, seconded by John Garrett, and passed 5/0 to make a **recommended change to the Manager's job description.** However, upon reconsideration of the issue (after the Executive Session, when the Board returned to Regular Session), in light of Barbara Barnhart's objection, the Board decided to defer action on this item until the April Study Session.

6) It was moved by John Bodger, seconded by John Garrett, and approved 5/0 to **accept the recommended "Guest Policy," CP19(07)** per the attachment as edited by a friendly amendment, and which includes the definition of "Guest," to be used for guest privileges and accompaniment by a CGCC member.

9. Adjourn to Executive Session: Personnel discussion – 8:15

10. Reconvene Regular Board Meeting – 8:35

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11. New Business Item: It was moved, seconded, and approved by a majority vote to accept the Manager's recommendation on the handling of a personnel item. A description of the item is provided as an attachment.

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

13) Adjournment: The meeting was adjourned at 8:45 pm.

John Garrett, Secretary

David Stanko, President

CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
March 27, 2007

1. **Call to order:** Dave Stanko, President, called the special meeting to order at 3:00 pm

2. **In Attendance:** John Bodger, John Garrett, Brian Ritchie, Kitty Rucker, Robin Scherting, David Stanko, and Ann Swallow.

3. **Notes:**

a. This Special Board Meeting was called primarily to address the schedule of events and participants for the upcoming Board of Trustee elections. Other items of interest were also addressed, as found below, to make maximum use of this Board Meeting.

b. Dave Stanko indicated that there was an important item missing from the agenda, Member Comments that would be addressed, anyway.

4. **Member Comments:**

a. It was noted that this Board Meeting did not seem to be well advertised, that notification was poor. It was agreed-to by Dave Stanko that we would use more effective methods in the future for such special meetings; that the bulletin board notices would be more conspicuous and that an email blast would be provided.

b. There was what seemed to some as an indecipherable typo on the agenda in item 5.a. The "D" there should have been the same as was found in the Executive Session Agenda: "Rules and Regulations – Personnel, page 3, # 6, d(1)."

c. There was a question as to the Water Committee's involvement in the well # 5 issue. The Manager, Rick Peirson, indicated that he had a recent discussion with Ed Skowrya, during which Ed was shown the video which divulged the two faults found in well # 5 casing. A note provided to the board just prior to the meeting indicated that Ed was not aware of the faults.

5. **New Business:**

a. A **Well # 5 Report** was provided by Rick Peirson. He has one bid for a replacement well, as an alternative to the repair of the well (a bid for well repair had been previously provided), and is awaiting a second bid from another bidder, who is away on business at this time. Another driller has been approached, whose rates are quite low, but he only does 6-inch casing diameter wells and a one-for-one replacement of well # 5 would take an 8-inch casing. This issue is deferred until the next Regular Board Meeting, when it is expected that the second bid will be available.

b. The **time-lines for regular membership voting for 2007** and discussions for potential candidate recruitment were addressed. Kitty Rucker provided scheduling information and draft time-lines for the two annual, regular membership votes that we have: the mid-year Trustee elections; and the end-of-year, next-year budget. The results of the discussions are as follows.

1) **Schedule for Trustee elections.** The Board, using solicited inputs from other attending CGCC members as-well-as experienced Board members, agreed to the following schedule/time-line dates for the election of Board of Trustee members.

May 1: Deadline for candidate submittals and their platform statements/resumes.

The Board Secretary and the Election Committee review the platform statements in preparation for publication in the CGCC newsletter.

May 18: Deadline for reviewed, finalized platform statements to be submitted by the Secretary/Committee for the June newsletter.

May 21: Deadline for a) finalized platform statements for email, web site, ballot mailing from Committee; b) cover letter for ballot mailing from Secretary; c) member address list from Manager. All to or by the Committee.

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- May 22: Reproduction of all materials submitted for copying and eventual mailing. Envelopes (3 sizes) and address label materials procured and available.
- June 6: All ballot mailing materials complete and ready for Committee to accomplish mailing – ballots; platform statements; addressed ballot mailing envelopes with smaller, return-addressed ballot return mailing envelopes and ballot envelopes; Cover letters.
- June 7: Election Committee stuffs and seals envelopes for meter mailing.
- June 8: Stuffed Ballot letters taken to Post Office for mailing.
- June 12: Membership Meeting/Platform Forum at the Clubhouse at 7 pm – Meet the Candidates.
- July 19: Manager provides membership list and list of members “not in good standing” to the Election Committee to be used to validate voter eligibility.
- July 20: Election Committee and Secretary validate and count ballots. Ballots not received by 10:30 am, this day, will not be counted this date.
- July 21: Annual Membership Meeting at 7:00 pm. Manager to provide any changes in members “not in good standing” list to Election Committee at and as of 7:00 pm. Valid Ballots received after 10:30 pm on the previous day and before 7 pm this day plus any validation updated ballots will be counted by the Committee and Secretary. The final voting results will be announced by the Election Committee Chairperson to the members in attendance at this meeting.

2) **Schedule for Budget Vote.** The Budget vote will have one of two schedules, depending upon whether or not there is a By-Law or Building Regulation change requiring a membership vote in addition to the budget approval vote. The Board agreed on the following tentative schedule for this vote.

- October 13: Prior to Study Session, Board receive recommended 2008 budget from Manager with month of September accounting included, and Board must have received any recommended changes to the By-laws or Building Regulations.
- October 15: Board votes on budget and any changes to By-laws or Building Regulations to submit for membership vote.
- October 25: Ballots with budget to be mailed to members if **there are** changes in By-laws or Building Regulations included.
- November 29: Ballots with budget to be mailed if there are **no** changes in By-laws or Building Regulations to be included.
- December 11: Manager provides membership list and list of members “not in good standing” to the Election Committee to be used to validate voter eligibility.
- December 12: Election Committee and Secretary validate and count ballots. Ballots not received by 10:30 am, this day, will not be counted this date.
- December 13: Regular Business Meeting at 7:00 pm. Manager to provide any changes in members “not in good standing” list to Election Committee at and as of 7:00 pm. Valid Ballots received after 10:30 pm on the previous day and before 7 pm this day plus any validation updated ballots will be counted by the Committee and Secretary. The final voting results will be announced by the Election Committee Chairperson to the members in attendance at this meeting.

c. It was moved by Ann Swallow, seconded by Kitty Rucker, and passed 6/0 to approve the following appointments.

1) **2007 Nominating Committee:**

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- a) Chairperson – Bernie del Valle
- b) Members – Gretchen Cooper, Selden McKee, Bill Stull, Kate Franco, and Dick Poole.

2) **2007 Election Committee:**

- a) Chairperson – Marilyn Hider
- b) Members – To be selected for approval.

d. **Office hour flexibility** – was discussed. We are currently scheduled to be open from 9:00 am to 2:00 pm, Monday through Friday. The following recommendations were made.

- 1) That the office be opened earlier (8:00 am) 2 or 3 days per week and on Friday from noon to 5:00 pm.
- 2) That the office be open 6 hours per day, 5 days per week and open from 8:00 am to 5:00 pm on Fridays.

After these were discussed, the following was decided. The Rick Peirson agreed to be available between 2:00 and 5:00 pm on Fridays by appointment, to accommodate non-resident and week-end members. The Board agreed that the Manager should decide as to what other hours, earlier or later than the current hours, that the office should be open, and should include the Friday 2:00-5:00 PM appointment slot.

e. **Information provided before Board Meetings**, at the Study Session, was discussed and it was decided that it minimally should include the following for future meetings.

- 1) The monthly financial statement;
- 2) Audit and inspection reports to include financial, health, and county; and
- 3) Letters to the Board

6. Executive Session – It was moved by John Bodger, seconded by Kitty Rucker, and approved 6/0 to adjourn to Executive Session at 4:05 pm. The Executive Session was attended by John Bodger, John Garrett, Kitty Rucker, Robin Scherting, David Stanko, and Ann Swallow. The following items were discussed and are reported herein: there will not be a separate set of minutes to cover the Executive Session.

- a. Consideration of changes to the Manager's Job Description.
- b. Consideration of changes to the stated Employee Health Plan Benefits.
- c. Discussion of hiring plan and time-line for Administrative Assistant.
- d. Disclosure of employee wage and benefits packages.

The results of items a. and b. immediately above are included in the Board's actions when it returned to Regular Session.

Item c. discussions re-affirmed the Board Members to assist the Manager in the hiring/interview process. The time-line per se was not discussed. It was decided that the job of "Administrative Assistant" as currently understood was probably misnamed, that it should be changed to "Office Assistant," and that the Rules and Regulations related to this position would be addressed at the April Study Session and Board Meeting.

Item d. discussions concluded that there was no reason that any wage and benefits information should be or should have ever been confidential/private with regard to CGCC member access.

7. Reconvene Special Board Meeting – The Board left Executive Session and returned to its Special Session at 5:15 pm.

a. It was moved by John Bodger, seconded by Robin Scherting, and passed 4/1 to make the following change to the **Manager's job description**.

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Change the Manager's Responsibility from a (C), "The Manager must develop an action plan and then get Board authorization before acting," to a (B), "The Manager performs the task and then must report the action to the Board," for item d (1) of Responsibility 6, which is: "6. Supervision of Employees," "d. New employees are recruited as needed," "(1) Administrative Assistant and Water Operator."

Note: It is pointed out that if the Board decides to change the title of the Administrative Assistant at its next meeting, there will need to be a sweep through our Rules and Regulations to change all locations whereat the current title appears, including the location addressed immediately above.

b. It was moved by John Bodger, seconded by John Garrett, and approved 5/0 to change the "Personnel Rules and Regulations, EMP01(01-05), Item 4. Health Plan" to read as follows (note that changes appear as additions indicated in ***bold italics***):

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4. Health Plan. The Club shall provide a health and dental plan for its regular ***hourly*** paid employees. The Club shall pay the premiums for a full-time regular ***hourly*** employee and 50% of the premiums for part-time ***hourly*** employees working at least 20 hours a week. Employees can choose insurance coverage for family members provided that the additional premiums are paid monthly by the employee. ***The Board of Trustees will set the wage and benefit package for the full-time, salaried Manager.***

Temporary workers and employees working less than 20 hours a week are not covered by the health or dental plan.

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8) Adjournment: The meeting was adjourned 5:20 pm.

John Garrett, Secretary

David Stanko, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
APRIL 12, 2007

1. **Call to order:** David Stanko, President, called the regular Board of Trustees meeting to order at 7:00 P.M.
2. **Trustees In Attendance:** John Bodger, John Garrett, Brian Ritchie, Kittie Rucker, Robin Scherting, David Stanko, and Ann Swallow.
3. **Action on Minutes:** Kittie Rucker moved and Robin Scherting seconded to approve the Minutes of the Regular Board of Trustee Meeting of March 15, 2007 and it was (passed 6/0). Kittie Rucker moved and Robin Scherting seconded to approve the Minutes of the Special Board of Trustees Meeting of March 27, 2007 and it was passed 6/0.
4. **Treasurer's Report:** Both oral and written reports were provided by John Bodger. As of **March 31, 2007** the Checking Account total was \$20,309; the 5 CD Accounts totaled \$500,000, and the Money Market Account totaled \$76,031. The Memorial and Fundraising funds separate account balance was \$9,747. The detailed report is attached.

5. Committee Reports:

Building: Oral and written reports were provided by Ann Simpson. The oral report was as follows. In March the following was accomplished: 1) six Tree-cutting requests were approved; 2) three Earthworks requests were approved; 3) four Building Permits were issued; 4) three driveway connections were approved; and (5) one height variance was reviewed. The detailed written report is attached.

Children's: No report.

Emergency Preparedness: Oral and written reports were provided by Bill Stull. The oral report was as follows. A ten-point paper was read and is attached hereto. A First-Responder list was provided and is attached hereto. First-Responders are volunteers who survey their local area for the injured and dangerous situations and conditions due to major emergencies.

Environmental: Kittie Rucker provided an oral report. The pancake feed three weeks ago Saturday raised \$375 for their fund. They had a presentation on bluff preservation and a beach walk on May 2nd is scheduled for a survey of flora and fauna of Discovery Bay. They are looking for volunteers for May 6th for a beach-walk cleanup.

Financial: Georgette Semick provided a brief oral and a detailed written report. The Committee: had its regular meeting March 23rd; met with the Manager, Treasurer, and President to discuss several issues and to review a recent audit. That portion of the written report is attached that pertains to the Financial Committee's charter.

Fitness: An oral report was provided by Robin Scherting and Phyllis Ballough provided a written report. The oral report was as follows. The Fitness Committee raised nearly \$4,000 in March and upgrades to the Fitness Center will be addressed by the Committee in the near future. The written report is attached.

Marina: Written and oral reports were provided by Dale Huselton. The oral was as follows. There was a major effort to replace the waterlines (over 500 feet of lines) frozen and burst during cold weather. Replacement of the moorage gate locks is in progress. There is a concern about the graveled boat-trailer storage area as the weeds are getting out of control and there is an open question about a need for power there. Dredging will probably be done before July 15th. An accolade was made for the work of Ben Fellows in his dealing with the bureaucracy to get the required permits. The marina sale of May 4th and 5th in the Clubhouse will be addressed by the Board in New Business. The written report is attached.

Membership: No report was provided, but Kittie Rucker reported that there hadn't been a new member list provided to the office for several months. A member comment indicated that part of the problem was that the County has quit providing us with ownership changes.

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Neighborhood Watch: Oral and written reports were provided by Mikel Stull. The oral report was as follows. There are seven new block captains: six in the Colony and one in the Village. The written report is attached and includes new telephone trees.

Nominating: No report. A comment indicated that the nominations were due by May 1st.

Pool: No report, but it was commented that pool repairs/maintenance estimates would be available in May.

Roads: No report.

Social Club: No report, but a comment was made that there appeared to be a large shift in our population, that about one-third were new members. It was asked "How do you define a 'new' member?" No answer was offered.

Water Advisory: No report.

6. Manager's Report: No report; some Manager items were covered in New Business,

7. Member Participation:

a. Gary Nelson read and provided a letter concerning his feelings about the Board's personnel actions and the Club's policies. The letter is attached.

b. Bill Stull recommended that the Board authorize the Manager to buy an adequate PA system. He also asked when did the Board authorize the automatic water meter reading equipment and what was voted on.

c. Dale Huselton indicated that the stripes at the North entrance to the Village had worn significantly in the past six months and would like to have the "little turtle" dots put there. It was noted that the formal name for the dots is "Bots dots."

d. Georgette Semick went on record as urging the Board to deny the variance and support the Building Committee's position, unanimously.

e. Ben Fellows indicated that he recalled the authorization for the expenditure of water meter reading equipment was yet to be made and that there was an error in the recommendation that indicated monthly meter reading was mandatory in 2009, but that was not the case until 2017.

8. Information: The Board has reviewed the situation regarding the availability of the minutes of Regular Board Meetings and has decided that they will continue the practice of making the draft version of the minutes available for publication in the newsletter. The President and Secretary will continue to sign and release them for the newsletter, to make them somewhat official. If there are any changes needed thereafter, the Board can make these changes at the next Regular Board Meeting. However, it is noted that these minutes will not be made available until they are signed.

9. New Business:

1) It was moved by John Bodger, seconded by Kittie Rucker, and passed 6/0 to deny the **request for height variance** for 311 Victoria Loop. However, it was suggested that a setback alternative could be pursued by the owners. The variance request and the Building Committee's recommendation are attached along with several letters of recommendation to deny submitted by proximate neighbors.

2) It was moved by John Garrett, seconded by John Bodger, and passed 6/0 to approve the marina workshop surplus tools list submitted as **donated Marina items to be sold** at the Marina's annual sale to be held at the clubhouse. The list was read at the meeting and is attached.

3) It was moved by Kittie Rucker, seconded by Brian Ritchie, and passed 6/0 that we remove from the **employment descriptions** of the Water Operator, Maintenance employee, and Manager, the "at will" statements. This motion was amended previous to its vote by a move by John Bodger as seconded by John Garrett and voted 6/0 to strike the words "AND TERMINATION"

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from the title and the words "for cause" from the 3rd unnumbered paragraph of Section VI of Rules and Regulations – Personnel.

4) It was moved by John Bodger, seconded by Robin Scherting, and passed 6/0 to replace the existing "Administrative Assistant" job description and position with the description and **position of "Office Assistant"** as provided by the attached Job Description for Office Assistant.

5) It was moved by Robin Scherting, seconded by John Bodger, and passed 6/0 that the Manager is authorized to spend up to \$13,000 to provide **a new well in lieu of repairing well #5**, after an amendment was moved by Kittie Rucker, seconded by Ann Swallow, and passed 6/0 to add the words, "The intent is that the monies come from water operations reserve."

6) It was moved by Robin Scherting, seconded by John Bodger, and passed 6/0 to undesignated **\$50 donation** made to the Club be dedicated to the Fitness Center.

7) It was moved by Robin Scherting, seconded by Kittie Rucker, and passed 6/0 to approve the following Election Committee members: Jean Pennington, Mary Maltby, Nancy Stilbert, Kathy Ritchie, and Barbara Hill with Barbara Hill as the Co-Chair. Note that Marilyn Hider is the Chairperson. It was noted that it is not mandatory that the Board vote on Committee members, only Committee Chairpersons.

8) It was moved by Kittie Rucker, seconded by Ann Swallow, and passed 6/0 to adopt the attached Policy for Copying Materials for Members and moved by Kittie Rucker, seconded by Robin Scherting, and passed 6/0 to adopt the attached request form.

10. Executive Session: The Board adjourned from its regular meeting to Executive Session at 8:25 PM to discuss the items identified as follows.

1) The CGCC Manager, Rick Peirson, has been assessed by the Board as to his job performance and been rated as competent. A detailed review will be conducted with the Manager by the President.

2) An Appeal of a member as to the appropriateness of fines and assessments made by the Manager was reviewed by a meeting with the member and one with the Manager. Written statements and interviews were provided. The Board agreed to entertain a motion for a resolution in Regular Session as indicated below.

3) It was discussed and agreed-to by the Board that we should evaluate the CGCC legal council we retain and use as compared with other council that we might use that has more specific homeowner association expertise.

11. Reconvene to Regular Session The Board adjourned from Executive Session and reconvened to Regular Session at 9:50 pm.

12. Additional New Business Item:

9) It was moved by Kittie Rucker, seconded by John Bodger, and voted 6/0 to resolve the appeal identified in 10. 2), above as follows. The following amounts are due CGCC: a) the original fines will be reduced to half their amount, from \$1600 to \$800; b) the cost for replacement of the water shutoff valve will remain at \$531.16; and c) other amounts due CGCC of \$257.08 still apply. (The total amount now due is \$1588.24.) Notice of this resolution is to be made to the member by the Manager immediately. The member is to have 15 (fifteen) days in which to pay the full amount due to CGCC from the date of notice. If payment is not received within the specified time limit, the full fines value of \$1600 will be enforced, and the original amount of \$2388.24 will then be due, which will cause a lien to be attached to the property for the amount owed plus collection costs.

13. Announcements: (a) Regular Study Session: May 8, 2007 at 3:00 p.m. at clubhouse.
(b) Regular Board of Trustees Meeting: May 10, 2007 at 7:00 p.m. at clubhouse.

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14. Adjournment: The President adjourned the meeting at 9:54 p.m.

Submitted by:

Approved by:

John Garrett, Secretary

David Stanko, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
May 10, 2007

1. Call to order: Brian Ritchie, Acting President, called the regular meeting to order at 7:01 pm

2. In Attendance: John Bodger, Kitty Rucker, Brian Ritchie Ann Swallow, and Robin Scherting.

3. Action on Minutes: Rucker moved, 2nd Scherting, (passed 4/0) to approve the minutes of the April 12, 2007 Regular Board of Trustees Meeting.

4. Treasurer's Report: (a) As of April 31, 2007, the Checking Account total was \$23,903.27. There are now five CD accounts which, without accrued interest, total \$500,000 in cash and investments. There is also \$76,327.73 in a money market account. This totals \$600,231.00 in cash and investments. (b) Memorial and fundraising funds in a separate account total \$12,453. Marina dues for 2007 in the amount of \$5,360 was mistakenly credited to the 2006 Marina Account. We have asterisked that amount in the Marina Reserve Fund, and it will be available for marina expenditures in 2007, if needed. (See attached report).

5. Committee Reports: Building: Written and oral report by Ann Simpson, Chair. 3 tree cutting requests were approved. 4 Driveway Connection Permits were approved. 1 Building permits was issued. (See attached report) Emergency Preparedness: No report. Environmental: Oral and Written report by Kitty Rucker: (1) There will be a Marine Science Center led beach walk on June 2, at 10:00 a.m. to discuss the Discovery Bay flora and fauna (2) The FOG group had a successful beach clean up and film on May 6, 2007. (3) The Highlands' entrance plan was approved. It will progress after materials and labor are arranged. (4) A plan was developed for the clubhouse area. (5) A work party is being set up to clear debris from the Fred Evans Woodland Trail. (6) A new volunteer chart has been devised that identifies 5 major areas in the community and assigns a coordinator for each area. The Annual Cape George Road Clean Up was held on May 3. (7) We cleaned up the area around the nursery and the barn. (See attached report) Financial: No report. Fitness: No report. Marina: Oral and written report given by Dale Husselton, chair. (1) The Marina Sale raised \$1,565 for the purchase of new tools and an auger style mooring buoy. (2) They are testing a new, non-wood dock box to see if it is more durable. (3) Bob Linert is going to give an Auxiliary Coast Guard boat inspection to anyone who wants one. (4) They discussed graveling the Boat storage area. (5) They discussed the kayak storage area. There are some boats there that have no identification. (See attached report) Membership: No report. Memorial: No report. Neighborhood Watch: Oral and written report given by Mikel Stull. (1) Neighborhood Watch had a meeting with block captains. (2) They discussed collecting information on people who need extra help in case of an emergency. (3) They discussed the responsibilities of block Captains. (See attached Report) Nominating: The deadline for applications to run for the Board was extended until May 15. Pool: No report. Roads: No report. Social Club: Oral and written Reports. (1) They approved taking the Memorial Committee under the Social Club auspices. Robin Scherting will continue to chair this sub-committee. (2) They have contracted with Direct TV to provide service. There will be sports channels and non- premium movie channels available. (3) They are trying to recruit new volunteers (4) There will be a Memorial Day barbeque on May 28 (5) The Salmon Barbeque will be held on July 22 and will be limited to 150 members. (6) There will be a Labor Day Picnic party on Sept. 3 to honor volunteers. The club will provide food and beer and wine. (see attached report) Water: No report.

6. Manager's Report: There was no report

7. Member Participation: (1) Gary Nelson gave an evaluation and report on the water meter system. He said that it was well worth the money. (See attached Report) (2) Ben Fellows agreed that the system was needed and suggested that the Board approve the purchase of two individual

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
May 10, 2007

water meters to be shared by members to check on their personal water use. (3) Rebe Greenwald agreed. (4) Dale Husselton said that he also feels better about the meter issue and suggests that we not put it out for another vote. It costs about \$600 for the mailing, and he doesn't think that we should spend that money now that it has been explained satisfactorily. (5) Barbara Barnhart stated that the guest policy was not published and should be rescinded. She also said that she was upset about the firing of Dana Vischer. (6) Several members asked for details about this firing, both the reasons and the procedure. The Chair explained that because of legal constraints the Board could not respond to the first question. The procedure was explained, in general, by John Bodger.

8. Information: (1) There was a letter from Dean Shinn regarding long range stewardship of the beaches and the high bank. (2) Request from Manager to proceed with expenditure of funds from Special assessment for upgrading water meter system at June Meeting. (3) Pending Water Rights issue with the Dept. of Ecology. The Manager will keep the Board informed as this issue progresses. (4) The Manager will report at the June meeting his discussions with the Sheriffs Dept. about options in dealing with speeding issues in Cape George. (5) The Manager will look at changing the design of the parking stickers and will report back to the Board about cost and whether necessary.

9. New Business: (1) Marina Long Range Plans: Rucker moved, 2nd Bodger, (passed 4/0) that Marina Committee develop long range plans regarding the Marina with an initial report to the Board at the July meeting and updates every 2 months thereafter as their plans advance. (2) Resolution to Transfer Excess Income from 2006 Reserve Funds. Scherting moved, 2nd Swallow, (passed 4/0) to approve the resolution to transfer 2006 excess income in each area to the appropriate reserve funds. (3) Indemnification of Board Members. Rucker moved, 2nd Swallow, (passed 4/0) to direct the Manager to have our attorney review the By-Laws and amended Articles of Incorporation regarding indemnification of Board members and to present findings at the June meeting. (4) Sale of Old Tractor. Rucker moved, 2nd Swallow, (passed 4/0) to approve the request by the Manager to sell the old tractor whose estimated value exceeds \$ 1000. (5) Moving the Memorial Committee under the Social Committee. Rucker moved, 2nd Scherting, (passed 4.0) to approve the proposal by Social Committee to assume the responsibilities of the former Memorial Committee. They will take possession of and manage the funds of the former Memorial Committee. (6) Request by non-member to use our roads and access to move a trailer. Bodger moved, 2nd Scherting, (passed 4/0) to approve the request by Kathryn Grave, owner of adjoining property to CGCC, at the end of Johnson Ave., to allow removal of a doublewide mobile home via Johnson Ave. to Cape George Rd. It was stipulated that the manager should inform Ms. Grave that she will be financially and legally responsible for any damages or costs that this move may entail and that we are protected from any legal action on this move. The manager will have her sign agreement to this end. (7) Executive Meeting motions. Rucker moved, 2nd Swallow, (passed 3/1) that the minutes include enough information and details on any motion concerning issues discussed at the Executive Session that members are able to understand the issue and its intent. (8) Member participation at Study Sessions. Swallow moved, 2nd Rucker (passed 4/0) that we amend our policy to allow members to speak to each item as it is being discussed by the Board at the Study Session. (Prior to this member discussion of items was restricted to the Audience Participation portion of the meeting. The Board Meetings will continue to be primarily for Board participation, but member input may be accepted as the Board deems it necessary.)

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10) Announcements:

- (2) Regular Study Session: June 12, 2007 at 3:00 pm, at Clubhouse.
- (3) Regular Board Meeting: June 14, 2007, at 7:00 pm, at Clubhouse.

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

Kitty Rucker, Acting Secretary

Brian Ritchie, Acting Chairman

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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June 12, 2007

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

CAPE GEORGE COLONY CLUB
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June 12, 2007

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.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

June 12, 2007

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
MEMBERSHIP MEETING
July 21, 2007

1. **Call to order:** Dave Stanko served as the host for this meeting.
2. **In Attendance:** Board members in attendance included John Bodger, John Garrett, Brian Ritchie, Kitty Rucker, Robin Scherting, David Stanko, and Ann Swallow. Approximately 50 members were in attendance.
3. **Action on Minutes:** It was moved, seconded, and approved by the Members that the minutes from the last Membership Meeting be approved.
4. **Election Results:** Dave Stanko reported the winners and the general results. 240 valid ballots were cast and counted. 21 ballots could not be counted due to not being signed, delinquent accounts, and arriving too late. As provided by the report of Marilyn Hider, the Election Committee Chair, report attached hereto, the vote tallies are as follows: the four receiving the highest number of votes are elected to the Board of Trustees; the highest two for three years; and the next two for two years.

Bill Stull	186	three years
Marty Bluewater	142	three years
Gary Nelson	137	two years
Robin Scherting	117	two years
Tom Ramsey	110	
Leanne Ryan	95	
Michael Hinejos	68	
Joseph DiBene	61	

Dave Stanko thanked the candidates for running and the Nominating and Election Committees for their efforts in this election.

4. **Treasurer's Report:** John Bodger, Treasurer, provided both an oral and written report. The oral report was a summary of the written report which is attached hereto.

5. Committee Reports:

Building: Ann Simpson, Committee Chair, provided an oral and written report. The oral report provided a summary of the Committee's approvals for the year and identified the Committee's current membership, both of which are provided in the written report, attached hereto, along with the month-by-month permit approvals. In response to a member query, Ann explained that the Committee is involved in checking for permit compliance at various stages of a building's development where deviations would be most logically identified and corrected before a next step was started.

Children's: No report.

Election: As attached per Item 4, above.

Emergency Preparedness: Both an oral and a written report were provided by Bill Stull, Co-Chair. The oral report was a summary of the written report, hereto attached, but included the following additional information. 1) There are about 75 CGCC members involved in some aspect of Emergency Preparedness. 2) Of the now 80 neighborhoods now involved in Emergency Preparedness in Jefferson County, Cape George was one of the first three to be integrated with the County's Emergency Center and its activities. 3) Individual family planning is very important in being prepared; information passed out by Block Captains through the Neighborhood Watch functional tree provided detailed information. 4) Over the past year, our communications capability and our First Responder Team have been our prime focus and has been successful. 5) The Ham Radio installed in our Emergency Center was provided by the County.

Environmental: An oral report was provided by Bernie Del Valle. 1) Memorial benches in memory of George are in place. 2) Two really good pieces of news: Amy got sick and has recovered; and Phyllis had back surgery and is well on her way to recovery. 3) The entrances to the Village and the Highlands have been spruced up. 4) We held a pancake breakfast and had a presentation on protecting our beaches. 5) The entrance signs were repainted by Ray and Eileen and look great. 6) We bought and potted seedlings for future use. 7) We held a Marine Science beach-walk in June.

CAPE GEORGE COLONY CLUB
MEMBERSHIP MEETING
July 21, 2007

8) I would like to thank everybody on the Committee for their efforts throughout the year on our common areas.

Finance: Both an oral and written report were provided. Barbara Barnhart read the written report provided by Linda Cooley, Committee Chair, and attached hereto. Barbara added the following. Cudos are due both Linda and Georgette Semick, who provided many hours of effort to streamline the Finance procedures, and it was noted that these two know the system better than anyone else and have helped assist our Manager meld into the financial process. They have worked to provide adequate detail and reserve breakdowns that are understandable. It was also noted that Rhebe Greenwald worked diligently and endlessly to obtain the best mix of good market rates and lowest risk for our CDs. Linda Cooley also deserves much credit for her five years as the CGCC Newsletter publisher.

Fitness: Phyllis Ballough provided an oral report that summarized her written report, attached hereto. After three and a half years at the helm, Phyllis is stepping down as Committee Chair and will be replaced by Jack Scherting. Phyllis deserves a great deal of credit for the equipment and success of our fitness room.

Marina: The Marina Chair and Harbormaster, Dale Huselton provided both an oral and written report, attached hereto. The oral report included a summary of the written report and the following additional information. Dale has spent 13 years as the Marina Committee Chair and Harbormaster, and he is especially appreciative of the fact that the marina is a self-supporting activity, that according to his estimate, volunteers contribute about 2200 hours a year. Changes to our current marina configuration are highly unlikely, as the permit processes are long and very expensive and the approval results do not look favorable in today's environment.

Neighborhood Watch: Both oral and written reports were given by Mikel Stull, the Chair. The written report is attached hereto. The oral report summarized and quoted the written report and also provided the following. It took Mikel and Bonnie Strickland 8 years to get the Block Captain coverage and Telephone Trees established. Rhebe Greenwald was given cudos for her recruiting efforts while walking her dog. Efforts to be involved with the Sheriff's Department for notice of potential criminal activities in the Cape George vicinity have resulted in promises and no results from both the previous and current responsible officers. Additionally, there is often confusion in local reporting in that there is often no distinction between Cape George Colony and Cape George Road, so it is difficult to localize potential problems.

Nominating: No annual report.

Pool: The committee Chair, Bruce Candioto, provided a written report, which is attached hereto.

Roads: The committee Chair, Larry Southwick, provided a written report, which is attached hereto.

Social Club: Both oral and written reports were provided by the club Chair Jeannie Ramsey, The oral report provided excerpts from the written report, which is attached hereto, and included the following, which was a plea. The club would like to have CGCC purchase light-weight fold-down tables that are easy to carry and set-up/take-down.

Water: A water quality report for 2007 was provided and is attached hereto.

6. Announcements: A special Board Meeting will be held July 24th, 2007, at 7 pm, in the Cape George Fire Station to elect new Board officers.

Gary Nelson, Secretary

Bill Stull, 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.

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

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

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

August 16, 2007

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.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
August 16, 2007

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 Kathryne & 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.

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

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.

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

- 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

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
October 11, 2007

1) Call to Order and President's Comments

- a) Bill Stull, President, called the regular Board of Trustees meeting to order at 7:00 p.m.
- b) President Stull announced the meeting is being recorded for the purpose of assisting the Secretary in preparation of the minutes

2) In Attendance:

- a) Bill Stull, Ann Swallow, Marty Bluewater, Gary Nelson, John Bodger, and Robin Scherting.

3) Action on Minutes:

- a) Robin Scherting moved, Marty Bluewater seconded to approve the minutes of the Regular Board of Trustees Meeting of September 13, 2007 as submitted. Passed 4/0/1. John Bodger abstained.

4) Membership Report: Gary Nelson

Dorothy and Sandra Major purchased Village lot 52 Division 4;

Joseph Semenak purchased 341 Bridle Way

Samuel & Marilyn Melton purchased 341 Bridle Way

Stephen Payne purchased 190 N Rhododendron Drive

Elizabeth Hueter purchased 130 Coleman Drive

Moved by Robin Sherting, Seconded by Ann Swallow to accept the Membership report.

5) Treasurer's Report: : Presented by Marty Bluewater - As of **September 30, 2007** the Checking Account total was \$47,943.94; the 3 CD Accounts total was \$300,000, and the 3 Money Market Accounts totaled 241,456.11.

6) Committee Reports:

Building: Tree cutting permits approved: (4) Earthworks permits approved:(1) Driveway Connection permits approved: (1), Building permits approved: (1) Variance request reviewed: (1) Emergency

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
October 11, 2007

Preparedness: No Report Environmental: No Report Financial No report Fitness No Report Marina: Dale Hueselton presented an oral report including the story of the large sailboat that attempted to enter the marina at low tide and got stuck in the channel. Two pilings were broken off. Neighborhood Watch: The North Colony area of Cape George held a potluck on September 27. About 40 people attended. This was hosted by the Block Captains of the area and provided neighbors to meet and get acquainted. Larry Southwick provided information on the Emergency Preparedness Plan. Thanks go to Judi Edwards, Karen Morgan, Jeannie Ramsey, Carolyn Ramey and Bonnie Strickland for helping to organize this event. Bonnie Strickland, Mikel Stull, Larry Southwick, and Ben Fellows met to discuss and review the telephone tree response to the latest water emergency. Block Captains were asked for their input and suggestions for streamlining the phone trees. We have redone the Block Captain's telephone trees. One block captain will be contacted in each of the four areas. The first one contacted will call all the block captains in that area and relay the emergency message to all. Then they will call their own neighbors. We are planning on two training sessions in October in order to give this information to the Block Captains. We are continuing to update the neighborhood telephone trees. The South Colony area will have a neighborhood area get together in the near future. This will allow us to get more emergency information to neighbors. Nominating, No Report Pool, No Report Roads, No Report Social Club: A reminder of two events, Key City Players will be here tomorrow night to present a word play, "The Children's Hour." The social club will provide cookies and coffee and tea at intermission. On the 20th of October we are having a wine tasting. This will be a blind tasting of two brands of three different wines. Hors'doerves chosen to complement the wines will be served. The event is \$10.00 each and reservations must be in by Wednesday, October 17. We purchased eight new plastic tablecloths and ask that everyone using them follow the instructions for keeping them clean that are deposited on the shelf in the storage closet. We are also ordering a new runner for inside the front door. Diana Cowan has donated an almost-new vacuum cleaner, and even though we now have a cleaning service, we usually vacuum following an event and now have one that does a good job.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
October 11, 2007

Future events will be a potluck dinner on November 10, our annual Christmas party and gift exchange on Friday, December 14 and a dance for New Year's Eve. We have hired Beat 'n' Feet which plays music from the 50's, 60's and 70's. they are excellent, and when they played at a party here recently, they were very well received. Even if people weren't dancing, they could have a conversation with those near them. We hired the Marina committee to build four new sandwich boards that should be ready soon. Water Hand written report delivered by Chairman Mack MacDonald

7) Manager's Report: Rick Pierson

- a) The Clubhouse will be closed down Monday October 22 at 5:00PM and Tuesday October 23 T 8:00 pm. The tiled floors will undergo refinishing during this time
- b) I have contracted with a janitorial service to clean the Clubhouse, the Pool showers and the office and have been requested to consider adding the exercise room to the list.
- c) We had an issue with our water system the weekend of September 15, and we responded and resolved the problem very quickly.
- d) Our well drillers have temporarily left the job to service two wells that have gone dry elsewhere in the area and will be back onto our site sometime soon.
- e) The 2008 Budget process is underway and will be presented to the Board October 17 at the Budget Meeting already scheduled.
- f) I sent out letters to a number of commercial delivery services recently requesting that they instruct their drivers to observe the 20 MPH speed limit.
- g) I will be obtaining a professional opinion on the question of tree cutting on the shoreline bluff property owned by Cape George Colony.
- h) Clubhouse renovations- Bidding from subcontractors is underway & will have report for Board at November Board Meeting to include painting of walls & trim.

8) Member Participation

- a) None.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
October 11, 2007

9) New Business Information Items:

- a) Emergency Phone Numbers-List of emergency phone numbers provided by EP Committee. These will be included in the Newsletter and inserted into all phonebooks. This list is the key numbers to call in case of an emergency.
- b) Procedure for replacement of Trustees – The Board discussed this item and would like to follow the procedure followed by the previous Boards in replacing Board members when a vacancy occurs. This procedure is that the person receiving the most votes (in the most recent election) and who was not elected would be invited to be considered by the Board as a replacement member.
- c) Reminder of Special Budget Board Meeting on the 17th of October at 3:00 pm

10) New Business Action Items:

- a) Robin Scherting moved, seconded by Ann Swallow, to approve the funding of road repairs based on Lakeside Industries Proposal with funds coming from the 2007 Operating Budget.
- b) Ann Swallow moved, seconded by Robin Scherting, to standardize the hours for the Clubhouse, Swimming Pool, Exercise Room, and Shop so that all these facilities will close at 11:00pm. The main gate will be programmed to close at 12:00 am.
- c) Gary Nelson moved, seconded by Marty Bluewater, to authorize the Emergency Preparedness Committee and the manager to enter into negotiations with affected property owners regarding the near term establishment of an emergency right of way from the Colman Loop area to Cape George road.
- d) Ann Swallow moved seconded by John Bodger to make a minor change to the By-Laws relating to Article IV, Membership, Section 2 with this change to be submitted to the membership for approval with the November ballot. The proposed revision to Article IV, Section 2 is as follows:

“A single voting membership is acquired upon the purchase of a Lot. If a Lot is purchased as Tenants in Common or Joint Tenancy, all parties shall enjoy the

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
October 11, 2007

rights and privileges of membership (provided the member remains in good standing as hereinafter provided), but they shall hold but one voting membership. Only one member shall vote in Club elections."

- i) Robin Scherting moved, seconded by Marty Bluewater, to approve the Fellner Variance request as recommended by the Building Committee Adjourn to Executive Session:
- e) Motion to adjourn to Executive session 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 by Robin Scherting; seconded by Ann Swallow, passed 5/0/0)

11)Resume General Session:

- a) Motion by Robin Scherting, seconded by John Bodger to adjust Donny's wage to \$14/hr including COLA. Passes 5/0/0.
- b) Motion by Ann Swallow, seconded by Marty Bluewater to give \$100 Christmas bonus to all full time employees. Passed 5/0/0
- c) Motion by Robin Scherting, seconded by John Bodger to give Rick Peirson a COLA salary adjustment. Passed 5/0/0.
- d) Motion by Marty Bluewater, seconded by Ann Swallow that Bill Stull and Marty Bluewater work with the manager Rick's Peirson in helping him develop a professional and managerial development and to work with him to implement that program for Board review. Passed 5/0/0.

12)Announcements:

- a) Special Budget Board Meeting, October 17th,
- b) Special Budget Board Meeting, October 25th (if needed), and
- c) Executive Session, either October 17th or October 25th (following the Special Budget Board Meeting.)

13)Adjournment

- a) Motion to adjourn by John Bodger, seconded by Ann Swallow. Passed 5/0/0.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
October 11, 2007

Submitted by:

Approved by:

Gary Nelson, Secretary

William Stull, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES
SPECIAL BUDGET BOARD MEETING
October 17, 2007

1) Call to order and Presidents Comments:

- a) Bill Stull, President, called the special Board of Trustees meeting to order at 3:00 P.M. President Stull announced:
- b) The meeting would be recorded for the purpose of assisting the Secretary in preparation of the minutes.
- c) Introduced the new Office Assistant, Jeannie Braga

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

3) New Business Discussion Items:

- a) 2008 Budget Presentation: Marty Bluewater & Rick Pierson

4) Discussion

- a) Proposed increases in assessment and fees for 2008 were discussed.
- b) Proposed Capital Budget for 2008 was discussed. Bruce Candioto reported from the pool committee regarding its recommendations for the renovations of the pool. After a lengthy discussion, the board recommended that Bruce and the Manager work with prospective pool contactors regarding the development of a multi-staged proposal that would result in the remodeling process for the pool;
- c) Proposed 2008 Operating Budget (revenues and expenses) was discussed.

For more details on budget proposals, please contact Jeannie at 385-1177. Copies of the Proposed Budget are available in the office.

5) New Business Action Items:

- a) Motion 1: Gary Nelson moved, Robin Scherting seconded passed (4/0) to approve as presented to the finance committee's and manager's recommendation for increase in assessment and fees for 2008.
- b) Motion 2: : Robin Scherting moved, Marty Bluewater seconded passed (4/0) to approve as presented the finance committee's and manager's recommendation for 2008 Capital Budget.
- c) Motion 3: Ann Swallow moved, Robin Scherting seconded passed (4/0) to approve as presented the finance committee's and manager's recommendation for 2008 Operations Budget.
- d) Motion 4: Marty Bluewater, Ann Swallow seconded passed (4/0) to submit the board recommended budget to the Cape George Membership for their consideration in the November election.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES
SPECIAL BUDGET BOARD MEETING
October 17, 2007

- 6) **Adjournment:** Ann Swallow moved, Robin Scherding seconded to adjourn the meeting at 4:52 PM

Submitted by:

Gary Nelson, Secretary

Approved by:

William Stull, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

November 15, 200

1. Call to Order and President's Comments

Bill Stull, President, called the regular Board of Trustees meeting to order at 7:00 p.m.

President Stull announced the meeting is being recorded for the purpose of assisting the Secretary in preparation of the minutes

President Stull Announced the enrollment of Manager Rick Peirson into two Professional Development courses sponsored by The Community Association Institute.

Special Thanks to Ann Swallow for her service on the Board

2. In Attendance:

Bill Stull, Ann Swallow, Marty Bluewater, Gary Nelson, David Stanko, and Robin Scherting.

3. Action on Minutes:

Ann Swallow moved, Robin Scherting seconded to approve the minutes of the Regular Board of Trustees Meeting of October 11, 2007 as submitted. Passed 5/0/0. Marty Bluewater moved, Robin Scherting seconded to approve the minutes of the Special Board of Trustees Meeting of October 17, 2007 as submitted.

4. Membership Report: Gary Nelson

No New Members

Treasurer's Report: : As of October 31, 2007 the Checking Account total was \$32,453.65, the 3CD Accounts totals were \$300,000.00 and the 2 Money Market Accounts totals were \$242,792.81 for a Grand Total of \$575,246.46.

5. Committee Reports:

Building: Tree Cutting Permits Approved (2), Earthworks Permits Approved (7), Driveway Connections Approved (3), Building Permits Approved (3)

Election: On November 6, the Election Committee met upstairs in the Office to stuff and seal the election material and ballot for mailing. There are three

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

November 15, 200

items on the ballot to be voted on. The Committee will meet again on December 6 at 9:00 a.m. in the office to count the submitted ballots. Additional ballots may be submitted in person at the Special Membership meeting that evening at 6:45 – 7:00 p.m. in the Clubhouse. The results of the election will be announced at the regular Board meeting. After the ballots had been mailed, it was discovered that a large batch of “validation” envelopes had been mixed in with the “proxy” envelopes. To correct the problem, an additional mailing was made with a correction letter and the correct return “proxy” envelope. We believe we will be successful in eliminating the problem. Nancy Stilbert has agreed to be in charge of the December 6th election as I will be out of town and Marilyn Hider may not be able to attend. Nancy has participated numerous times in the election procedure and is well qualified to handle the function. Gary Nelson is planning on attending the meeting as well. Emergency Preparedness: No Report Environmental: Erosion of Bluff - Teri Swanson studied the erosion caused by poor tightlines to the beach. She had informed the manager of the problem on Cape George property and he said that he would take care of it. He will also investigate the other problem tightlines on private property that she identified, and he will let us know what can be done about them. Presentations for 2008 - It was decided that we would have 6 presentations from January through June. They will be: Jan. – Bird Habitat – Jean Feb. – Native Plants – David Deardorf – Jean Mar. – Safe garden alternatives – Jean Apr. – Septic systems – Karen May – Worm Farming – Jo June - Beach Walk – Jean Environmental Library – We would like to set up an Environmental Library in the Clubhouse which would include pamphlets, books and other environmental information. Water Conservation – We would like the Board to set up a committee to study the problem of water conservation that would include representatives from the Environmental Committee. We also plan to obtain 400 copies of a flier from the WA Health Dept. on conserving water. We decided to distribute them to all members. Maintenance of Trails – We became aware that the trail down from Victoria Loop to the beach has become damaged. One of the stair treads is rotten out. The Marina Work Group is fixing it according to what we here. We would like to thank them for all of the help that they give to the Environmental Committee and to the community. Environmental Nursery – We have for years maintained a nursery of plants behind the red barn for use in common areas. We now have too many plants and no where to put them. We plan to offer them to members for their personal use. There will be an article in the newsletter to that effect. Financial: The Finance Committee meet on October

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING

November 15, 2007

12 to review the draft budget presented by the Manager, with the Treasurer and the President in attendance. Recommendations on the operating budget and capitol budget were prepared for the Board's consideration. A revised version of the reserve schedules were presented and discussed at that time. Financial reports for the period ending September 30 were reviewed including investments. At the November 15, 2007 meeting, the Committee reviewed the financial reports as of October 31, 2007. At the Manager and President's request, the Committee is also looking into options for handling the fund raising/memorial accounts going forward. A review of current IRS regulations, and uses for these accounts will be conducted before the providing the Board with a recommendation. The specific IRS language related to the rollover of reserves was omitted from the budget submission to the members. The committee is concerned that the members may not understand that this measure must be approved to protect our tax exempt status. Therefore, we recommend that a notice with the old language be prominently displayed in the upcoming newsletter Fitness: No Report Marina: Sandwich boards for Social Club are finished. Lights at north dock ramp were replaced. Dock Gate security has been improved by addition of expanded metal screens around lock areas. Non-flammable storage locker was procured and installed to comply with fire department's request for storage of flammables. Entrance marker poles were rehabbed and are ready for installation this weekend at low tide. Neighborhood Watch: Two meetings were held for all the Cape George Block Captains on October 30th. Each Block Captain was given a booklet that contains telephone trees for Block Captains and individual neighborhood areas. The instructions were changed in order to simplify calling block captains with emergency information and passing on that information to their neighbors. Included in the packet were a list of the Emergency Preparedness Committee phone numbers and how and when to use them and a list of all neighbors who will need to be called in case of a tsunami warning. We added four new Block Captains and they were at the training meetings. Larry Southwick and Ben Fellows discussed emergencies in Cape George. All residents of Cape George are encouraged to acquire a land line phone. These work when the power is out and neighbors can then receive emergency information. We discussed notifying Block Captains with information. All Block Captains with email access have been added to the email list initiated by the Cape George Office. If it is decided that neighbors should be notified, Neighborhood Watch will call the Block Captains to initiate their phone trees. If we have information we think is pertinent but not of an

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emergency nature, we will use "fyi" in the subject area. Another area that we addressed was the need to keep an eye out for neighbors who live alone, regardless of age, or who are ill. We have had two cases of neighbors dying and not being found or missed for some time. We are encouraging daily contact in some form. It could be phone calls, lights on or off, window shades up or down. We need some way to let neighbors know that they are fine or need help. In the last emergency, Colman area Block Captains were notified that power lines were blocking the road down from that area and that the power company had been notified. Block Captains in the Village and Highlands were also notified that the power company had been notified and that the generator had been started in the Highlands. First responders and Cape George personnel were used in the Colony North area to help a neighbor get a fallen tree off their deck. Nominating: No Report Pool, No Report Roads: No Report Social Club: The Social club will put up the Christmas tree in the Clubhouse on December 6 so it will be there for all of the December holiday parties. Maryl Weir is collecting money in order to buy gifts for three families involved in the Domestic Violence/Sexual Assault program of Jefferson County. The gifts will be bought, wrapped and delivered to the needy families. All donations should be taken to the Cape George Office. The Christmas party and gift exchange will be held on Friday, December 14 at 6:00 p.m. Wine and sparkling cider will be provided thanks to the Val Harris bequest to the Social Club. More details will be printed in the December newsletter. There will be a New Year's Eve Dance which will be the last event before the clubhouse closes for renovation. A live band, Beat 'n' Feet, will play music from the 50's to the present. Admission is \$25/ couple or \$12.50 for individuals. Champagne and party favors and hors d'ouvres will be included in the price of admission. Details will be published in the December newsletter. Water: Oral Report given by 'Mac' MacDonald Election: On November 6, the Election Committee met upstairs in the Office to stuff and seal the election material and ballot for mailing. There are three items on the ballot to be voted on. The Committee will meet again on December 6 at 9:00 a.m. in the office to count the submitted ballots. Additional ballots may be submitted in person at the Special Membership meeting that evening at 6:45 – 7:00 p.m. in the Clubhouse. The results of the election will be announced at the regular Board meeting. Nancy Stilbert has agreed to be in charge of the December 6th election as I will be out of town and Marilyn Hider may not be able to attend. She has participated numerous times and is well qualified to handle the function. Gary Nelson is planning on

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attending the meeting as well.

6. Manager's Report: Rick Peirson

- a. Our well drillers are scheduled to be back in Cape George the end of next week to de-commission well #5 and replace it.
- b. The subcontractor that installed the pool heating & dehumidification system will be visiting us shortly to give the system a tune-up and needed repairs which include the heating system for the shower rooms.
- c. The Pool Committee and I are currently reviewing proposals for the pool renovation and will have something more definitive to propose to the Board at the next meeting.
- d. The Water Storage Tank next to the Fire Station has been disconnected permanently from our water delivery system.
- e. Lakeside Industries will be in Cape George the end of this week or early next week to make repairs to our roads.
- f. The Clubhouse will be closed Saturday while the floor is being refinished.
- g. The interiors of Water Storage tanks 4, 5 & 6 will be cleaned over the next month starting this next Monday, as part of our ongoing maintenance program. Residents affected have been notified and can anticipate water being off for a portion of the day.
- h. The Potassium Permanganate Saturator and Injection System has been installed in our water system and is in service, The preliminary results we are receiving from the combination of this addition and the water filter medium recently installed is phenomenal. Water quality has increased substantially; chlorine consumption and the manganese level have dropped dramatically.

Member Participation

None.

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7. 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 the 4 New/Revised Membership Forms (MEM01, MEM02, MEM03, MEM04) in their Board Handbook.
- c. Board Chair to appoint Ad-Hoc Committee to look into developing a proposal to extend Renter's Privledges in Community. Ad Hoc Committee members to include Thad and Rachael Bickling, Bryan Ritchie, Dick Poole, Mikel Stull, Terry Stebbins and Manager Rick Peirson.

8. New Business Action Items:

- a. Motion 1: Ann Swallow moved, David Stanko seconded, passed 5/0/0 to nominate Robin Scherting to replace Ann Swallow as Vice-President of the Board of Trustees. Effective at the conclusion of this November Board Meeting.
- b. Motion 2: David Stanko moved, Robin Scherting seconded, passed 5/0/0 to confirm Tom Ramsey as a new Board Trustee to replace Ann Swallow.
- c. Motion 3: Marty Bluewater moved, Ann Swallow seconded, passed 5/0/0 to approve the Annual Audit engagement letter.
- d. Motion 4: Gary Nelson moved, Robin Scherting seconded, passed 5/0/0 to accept the revised job description for Office Assistant.
- e. Motion 5: Marty Bluewater moved, Gary Nelson seconded, passed 5/0/0 to confirm the hiring of Jeannie Braga as Office Assistant.
- f. Motion 6: Robin Scherting moved, David Stanko seconded, passed 5/0/0 the approval of the Manager's proposal for Clubhouse renovations at a cost not to exceed \$10,000 by approval of the 2008 Capitol Budget.
- g. Motion 7: Robin Scherting moved, David Stanko seconded, passed 5/0/0

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to approve of 12 of the 13 committee charters. The Finance Committee Charter will be presented at the December 13, 2007 Board Meeting.

- h. Motion 8: David Stanko moved, Robin Scherting seconded, passed 5/0/0 to have the Water Committee bring to the Board a time line regarding a long range water plan including but not limited to recommended resource replacements and rate analysis.

- 9. **Announcements:** Special General Membership Meeting, December 6, 2007 at 7:00 pm. Study Session, December 11, 2007 at 3:00 pm. Board Meeting, December 13, 2007 at 7:00 pm.

10. Adjournment:

Motion moved by Gary Nelson, seconded by Marty Bluewater. Passed 5/0/0 to adjourn the meeting at 8:05 pm

Submitted by:

Approved by:

Gary Nelson, Secretary

William Stull, President

SPECIAL MEMBERSHIP MEETING
6 December 2007

1. ELECTION -- A Special Membership meeting was convened at 6:45 p.m. to vote on three issues. The polls closed at 7:00 pm. The acting Election Chair presented the results of the election as follows:

- 1) 2008 BUDGET RATIFICATION -- The membership ratified the 2008 budget approved by the Board of Trustees on 17 October 2007. The count was **188** FOR, **49** AGAINST
- 2) RESERVE FUNDS -- The membership approved placing all remaining funds at the end of the 2007 budget year into the Club's reserve fund accounts. The count was **210** FOR, **23** AGAINST. Therefore, at the regular Board of Trustees meeting on 13 December 2007, the Board will certify the following resolution in compliance with the memberships' decision:m,

Be it resolved that any amounts collected by or paid to the Association in excess of operating expenses for the year ended December 31, 2007 shall be first set aside for future major repairs and replacements and allocated to capital components as provided by the guidelines established by the IRC Section 118 and Revenue Rulings 75-370 and 75-371. Such amounts shall be deposited into insured interest bearing accounts. Any amounts so added to replacement funds shall be allocated to the various components at the discretion of the Board of Trustees. Resolved that any excess of membership income over membership expenses not set aside for future major repairs and replacements for the year ended December 31, 2007, shall be applied against the subsequent tax year member assessments as provided by the IRS Revenue Ruling 70-604.

- 3) BY-LAW CHANGE – The membership approved the following change to Article IV, Membership, Section 2. The count was **211** FOR, **22** AGAINST

“A single voting membership is acquired upon the purchase of a Lot. If a Lot is purchased as Tenants in Common or Joint Tenancy, all parties shall enjoy the rights and privileges of membership (provided the member remains in good standing as hereinafter provided), and they shall hold but one voting membership. Only one member shall vote in Club elections.”

2. MEMBERSHIP PARTICIPATION – No Membership Participation:

The meeting was adjourned at 7:10 PM

Respectfully submitted:

BILL STULL
President

GARY NELSON
Secretary

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1. Call to Order and President's Comments

Bill Stull, President, called the regular Board of Trustees meeting to order at 7:00 p.m.

Special Thanks to John Bodger for his service on the Board

Announced the results of the Budget Vote

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

In Attendance:

Bill Stull, Leanne Ryan, Tom Ramsey, Marty Bluewater, Gary Nelson, David Stanko, and Robin Scherting.

2. Action on Minutes:

Ann Swallow moved, Robin Scherting seconded to approve the minutes of the Regular Board of Trustees Meeting of November 15, 2007 as submitted.
Passed 5/0/0.

3. Membership Report: Gary Nelson

4 New Members

Treasurer's Report: As of November 30, 2007 the Checking Account total was \$9,098.24, the 5CD Accounts totals were \$400,000.00 and the 3 Money Market Accounts totals were \$143,191.96 for a Grand Total of \$588,573.42.

4. Committee Reports:

Building: Tree Cutting Permits Approved (2), Earthworks Permits Approved (1), Driveway Connections Approved (1), Building Permits Approved (2)

Election: No Report Emergency Preparedness: It was suggested we look into a generator for the Clubhouse so it could be used for shelter during an extended power outage. We could also use the fire station which does have a generator, but it wouldn't be a good shelter in or after an earthquake. Purchase of a large generator would have to be a budget item for the 2009 budget. We need to research and develop a recommendation. We discussed the Cape George Emergency Phone Numbers and the need for more education of our members. It was recommended that we have a better protocol after we receive notice of an emergency, have a reasonable analysis and determination of actions to be taken by the manager and/or the IMT members before we trigger the telephone tree calls. The First Responders use GMRS radios, channel 9 or 10. We need to establish a periodic radio check-in to keep them prepared for use when needed. We need to complete and distribute the list of First Responders matched with their respective Block

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Captains and then we need to get them together. Communication and coordination between them is a critical component of our plan. A meeting of the First Responders has been scheduled for Dec 12 at 7 pm. Similarly, the ham radio is exercised every Wednesday by Jeff and/or Stew as a part of the regional neighborhoods radio network. They will acquire and install a battery back up system for the ham radio. Mikel and Bonnie are working on a proposal to restructure the Neighborhood Block Watch committee to have a lead Block Watch Captain in each of the four geographic neighborhoods and give those lead BWC the responsibility to oversee and coordinate NBW efforts in their neighborhood. We also have the ability to notify over 200 Cape George members via an email system. That won't work during a power outage and some people don't check their email regularly. In an emergency, we still need to use the telephone tree. We then discussed acquiring an automated telephone calling system. That could also be a 2009 budget request. We discussed diesel fuel storage for the water system generator. A 10 day supply would be around 1,000 gallons. We currently have 180 gallons at the water tank site for the emergency generator and have two 50 gallon barrels for use with the equipment. Stew has checked into the availability of emergency fuel delivery by the oil company. We need to get specific information for that option, especially how would they be able to deliver if the roads were bad or closed. Gas generators present a problem that none of the local gas stations can operate during a power outage. Switching engines to propane might be an alternative, especially if we were to buy a generator for the clubhouse that could be connected to the large propane tank there. Members will continue to research these issues. It was agreed that we need to build barricades to block the ravine road leading to the Colman Loop, store one or more at Jim Tough's 424 Colman Drive at the top of the hill and one or more at the garage. We discussed the status of PSE contractor Asplund to do tree trimming in that area but no one knows the current status. We need to follow up on that issue. The manager said that they have 20 cu yd of sand and more than enough salt for snow and ice control and the truck is ready to go. With regard to the emergency access plan between Colman Loop and Marine View Place, we need to meet with Fred and Sally Esson.

Environmental: Environmental Committee series of programs titled "Our Healthy Habitat" are set to begin in January. They will be held on the fourth Tuesday of each month at 7:00 PM. The subject for the first one on January 24th 2008 will be backyard Birding and Habitat for Birds will be presented by Ron Sikes from Admiralty Audubon. Financial: No Report Fitness: No Report Marina: The Marina Committee discussed the possibility of adding the boat names to the moorage registration form, inadequate mooring lines, replacing wooden cleats with metal ones and the upkeep of the workshop and pilings.. The committee expressed concern about the impact that any new renters' privileges would have on the marina. Neighborhood Watch: No Report. Nominating: No Report Pool: No Report Roads: No Report Social Club: With the New Year ahead, the Social Club will sponsor a New Year's Eve Party and dance on New Year's Eve, with a live band, Beat 'n' Feet

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entertaining. We will cancel or move all January events to the fire station, and so far we have reserved the fire station for the January 28th Social Club Luncheon where Ann Candioto will talk about winter gardening. It has also been reserved for the Quilters. We are looking forward to having a wine tasting and perhaps a super bowl party in February. Water: No Report

Manager's Report: Rick Peirson

- 1) Our well drillers will be back the middle of February to finish up the replacement and decommissioning of well # 5
- 2) We are in the process of obtaining additional bids for the swimming pool renovation project and this information will be presented to the Board in January.
- 3) We are reviewing the impact new real estate reporting requirements, by our members who sell their property, will have on the Cape George Office and how we will handle this issue when our members request this information.
- 4) Our Clubhouse renovation project will begin early next month and it is anticipated the Clubhouse will be out of service for the month of January.
- 5) I will be evaluating Cape George's administrative/accounting software over the next several months to determine whether it adequately meets the current and future needs of Cape George.
- 6) I am formulating a course of action in dealing with the trees along Colman which have been a source of power outages during storms. A Puget Energy sub-contractor will be cutting/trimming trees in Cape George shortly and this may or may not resolve the problem. I will present the Board with a recommendation at the next Board meeting.
- 7) Mail theft continues and I would remind you to pickup your mail daily and consider options in protecting yourself.

5. New Business Information Items:

- a. Clubhouse will be closed for minor renovations most of January.
- b. New Board liaison assignments.
- c. Authorization for the Manager to add a mandatory third mowing date of April 20th of each year
- d. Invitation to the Postmistress to make a presentation at next month's Study Session regarding locking mailboxes
- e. Water Manager to make a presentation next month's Study Session

6. New Business Action Items:

- a. Motion 1: Ann Swallow moved, Gary Nelson seconded, passed 6/0/0 to

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approve the appointment of Leanne Ryan to complete the term of John Bodger.

- b. Motion 2: David Stanko moved, Gary Nelson seconded, passed 6/0/0 to place the remaining funds from the end of the 2007 budget year into the Club's reserve fund accounts. This was approved by the membership on December 6, 2007.
 - c. Motion 3: Marty Bluewater moved, Dave Stanko seconded, passed 6/0/0 to approve the revised charter for the Finance Committee..
 - d. Motion 4: Tom Ramsey moved, Marty Bluewater seconded, passed 6/0/0 to approve and adopt the new policy regarding response to member complaints as set forth in Form MIS07 dated 12/6/07.
7. **Announcements:** Study Session, January 8, 2008 at 3:00 pm. Board Meeting, January 10th, 2008 at 7:00 pm.

8. Adjournment:

Motion moved by Gary Nelson, seconded by Robin Scheriting. Passed 6/0/0 to adjourn the meeting at 8:07 pm

Submitted by:

Approved by:

Gary Nelson, Secretary

William Stull, President