

Regular Board of Trustees Meeting Agenda
January 14, 2010
7:00 P.M.
Cape George Club House

1. Welcome and Comments – Robin Scherting, president
2. Action on Minutes – Minutes of Regular Board Meeting, December 12, 2009
3. Membership Report – Thad Bickling, acting secretary
4. Treasurer’s Report – Tom Ramsey, treasurer
5. Manager’s Report – George Castaneda
6. Committee Reports
7. Information Items
 - A. Charley Boulay will report back in February with more definitive results of the Marina Questionnaire.
 - B. The dehumidification project along with consideration of building needs will continue and be presented again in February by Jim Fling.
 - C. Thad Bickling will continue to gather information concerning cell tower placement in Cape George and bring information to February meeting.
 - D. Leanne Ryan will work with George Castaneda in setting up a “town hall meeting” in the next couple of months.
 - E. Discussion of fencing in children’s play area has been postponed until more information is gathered (using volunteers to do the labor) until February.
 - F. John Hanks volunteered to work with Tom Ramsey to continue on-going discussions and development of a plan for long range planning using members/resources already available.
 - G. Tom Ramsey/Larry Southwick will present information concerning our water system.
8. New Business Agenda Items
 - A. Consider Height Variance at 222 South Rhododendron, Lot 26 – Leanne Ryan
 - B. Consider motion to include antenna guidelines under Building Guidelines – Thad Bickling
 - C. Consider motion to revise current EMP01 – Personnel Policies and Employment Guidelines - #3 – Confidentiality to make the wording clearer – Kathyne Kent
 - D. Consider motion to appoint Thad Bickling as acting secretary, January, February and March, 2010 – Kathyne Kent
 - E. Consider motion for partial payment to NTI in the amount of \$830.00 for work on the Small Water System Plan – Tom Ramsey
 - F. Consider resolution to transfer \$830.00 from Water Reserves to General Investment Account – Tom Ramsey
 - G. Open Board Discussion
 - H. Announcements
 - A. February 9, 3:00 PM – Study Session
 - B. February 11, 7:00 PM - Regular Board Meeting
 - I. Adjournment

Regular Board of Trustees Meeting Agenda
February 11, 2010
7:00 P.M.
Cape George Club House

1. Welcome and Comments – Robin Scherting, president
2. Action on Minutes – Minutes of Regular Board Meeting, January 14, 2010, Special Board Meeting of January 15, 2010, and Special Board Meeting of January 27, 2010.
3. Membership Report – Thad Bickling, acting secretary
4. Treasurer’s Report – Tom Ramsey, treasurer
5. Manager’s Report – George Castaneda
6. Committee Reports
7. Information Items
 - A. Leanne Ryan & Charlie Boulay are working together to have a Town Hall meeting in June with the focus being the Marina Questionnaire and other related items.
 - B. George Castaneda is going to contact our attorney in regards to playground fence and insurance issues.
 - C. John Hanks will present data on long range planning schedules.
8. New Business Agenda Items
 - A. Motion to accept proposed revision to Rules & Regulations – Personnel Section II-4-Evaluation – Bill Stull
 - B. Motion to approve authorization to purchase security system, with monies already allocated and from donations. Locations to be determined. – Bill Stull
9. Member Participation
10. Open Board Discussion
11. Announcements
 - A. March 9, 3:00 PM – Study Session
 - B. March 11, 7:00 PM - Regular Board Meeting
12. Adjournment

Special Board Meeting/Executive Session
Sunday, March 7, 2010
8:30 A.M.
Cape George Club House

Agenda

1. Call to order and comments, Robin Scherting, president

Preliminary meeting of Board to discuss interview procedures and possible questions for interview of manager candidates
2. Interview with candidates (Search Committee will observe the interview process)
3. Board and Search Committee will have joint discussion concerning interviews before Board moves into Executive Session
4. Motion to move to Executive Session to discuss personnel issue – motion needed
5. Executive Session – Executive Session is confidential and limited to Board members only – discussion of personnel issue.
6. Motion to resume Special Board meeting – motion needed
7. Results of Executive Session if required. Secretary needs to record these motions and the vote count of the Board
8. Motion to adjourn

Regular Board of Trustees Meeting Agenda
March 11, 2010
7:00 P.M.
Cape George Club House

1. Welcome and Comments – Robin Scherting, president
 - A. Introduction of new Manager, Art Burke
 - B. Thank you to Search Committee, Emergency Preparedness Committee, Finance Committee
 - C. Welcome back Dick Poole, Thanks to Thad Bickling for serving as acting secretary
 - D. Board of Trustees Elections coming up
2. Action on Minutes – Minutes of Regular Board Meeting, February 11, 2010
3. Membership Report – Dick Poole, secretary
4. Treasurer’s Report – Tom Ramsey, treasurer
5. Manager’s Report – George Castaneda
6. Committee Reports
7. Information Items
 - A. Charley Boulay will discuss proposal to charge members an annual fee of \$40.00 for Repair and Replacement of tools in the workshop at the April Study Session.
 - B. Bids have gone out to six different companies for estimates to repair walls in Fitness Room
 - C. Town Hall meeting will be held in June, date still to be determined
 - D. Discussion of changes in swimming pools hours will continue at the April Study Session
 - E. Attorney Shanneyfelt has been on vacation. We do not yet have a response concerning fencing children’s play area and insurance issues. This will be held over until the April meeting
 - F. Stewart presented information to improve CG Office computers’ security and stability. The accounting system TOPS will be installed on a separate computer. This will help with stabilizing the TOPS system and from losing any data.
 - G. Discussion of an “ombudsman” to work with Manager for resolution of on-going member complaints will continue
 - H. Discussion to continue regarding Long Range Plans and finding a key person to coordinate plans with manager, committees

8. New Business Agenda Items

- A. Consider motion to approve proposed changes in Manager job description EMP02-a CGCC Job Description – Manager – Thad Bickling
- B. Consider motion to approve recommendation to Finance Committee to bring Rules and Regulations in compliance with Bylaws (FIN03, CPO8 Water, Payment Contract) – Dick Poole
- C. Consider motion to lower the Manager’s spending authority level for budgeted items from \$5,000 to \$3,000 – Bill Stull
- D. Consider motion to approve Karen Krug as a new member of the Finance Committee – Bill Stull
- E. Accept resignation of Karen Frank, chairperson of the Environmental Committee and approve Ann Candioto, chairperson of the Environmental Committee – Dick Poole
- F. Consider approval of proposal presented by Jim Fling for purchase of a Security System. This will allow the Manager to move forward with the purchase of a Security System, not to exceed \$2,700. (\$1,500 included in budget and \$400 from each the Fitness Room, Swimming Pool and Social Club Committees). – Leanne Ryan
- G. Consider motion to approve the Fitness Room Committee as the official sponsor of the 2010 Granny’s Attic fund raising activity –Bill Stull
- H. Open Board Discussion
- I. Announcements
 - A. April 13, 3:00 PM
 - B. Regular Board Meeting April 15, 7:00 PM
- J. Adjournment

Cape George Colony Club

Special Board Meeting

April 6, 2010 at 3:00 PM

Cape George Office – 61 Cape George Road

1. Welcome and purpose of meeting –Bill Stull, Vice President
2. Discussion - Procedure for filling Board vacancy resulting from resignation of Trustee
3. Motion to consider appointing Richard Hilfer to fill unexpired term of resigning Trustee
4. Adjournment

Regular Board of Trustees Meeting Agenda

April 15, 2010

7:00 P.M.

Cape George Club House

1. Welcome and Comments – Robin Scherting, President
 - A. Ross Anderson would like to thank CG on behalf of DNR for allowing them to hold their meeting here on March 10, in the Clubhouse
 - B. Appointment of Richard Hilfer to Board of Trustees to fill vacant position
 - C. Charlie Boulay announced that there are only six people on the Marina waiting list.
 - D. Board of Trustees Elections coming up
2. Action on Minutes – Minutes of Regular Board Meeting, March 11, 2010 and Minutes of Special Board Meeting, April 6, 2010
3. Membership Report – Dick Poole, Secretary
4. Treasurer’s Report – Tom Ramsey, Treasurer
5. Manager’s Report – Art Burke
6. Committee Reports
7. Information Items
 - A. Board action on bids to repair the pool and fitness room outside walls has been put on hold until we have more definitive information concerning the dehumidification system
 - B. Art Burke and Stewart Pugh continue to work on improving the stability and security on the computers in the office so they support the TOPS program.
 - C. Art Burke will continue to monitor security needs and will report to the Board if any changes are needed
 - D. Art Burke, Donnie Weathersby and Stewart Pugh are working to fully understand the water meters’ capabilities and will keep the members and Board informed
8. New Business Agenda Items
 - A. Consider motion to approve proposed changes to “Payment Contract” – Form MIS08 Payment Plan – Thad Bickling
 - B. Consider motion to approve change in FIN03-Policy for Delinquent Accounts approved at March Board Meeting – Thad Bickling
 - C. Consider motion to approve proposal from Marina Committee to charge CG members wishing to use the workshop that are not paying moorage, trailer parking or ramp fees a yearly fee of \$40.00 – Leanne Ryan
 - D. Consider motion to approve Don Thorne as a new member of the Finance Committee – Tom Ramsey

- E. Consider motion to approve Roger Anderson as a new member of the Building Committee – Dick Poole
 - F. Consider motion to approve request from Social Committee to have a fire somewhere on the Beach Area by the Clubhouse on June 19, 2010. Location to be determined by Mary Hilfer and Art Burke – Richard Hilfer
 - G. Consider motion to approve landscaping proposal from Environmental Committee – Dick Poole
 - H. Discuss motion made and passed at November 12, 2009 Board of Trustees Meeting – Motion #4 – Kathryn Kent moved, Leanne Ryan seconded that the Manager be authorized to contract with the appropriate vendor to install one or two asphalt speed bumps that are appropriately marked for safety and of sufficient height and width to control traffic to 20 MPH on Dennis Blvd at a cost not to exceed \$2,000. Passed 6/0 – Art Burke
 - I. Motion to approve request for purchase of 36 replacement floats for docks in the amount of \$3,867.16 with funding to come from Marina Reserves – Tom Ramsey
 - J. Motion to approve the overage of price for pool windows in the amount of \$1,183.18. – Tom Ramsey
 - K. Motion to approve resolution for overage of price for pool windows in the amount of \$1,183.18 with funds to come out of General Reserves – Tom Ramsey
 - L. Motion to approve paying Terry Stebbins in the amount of \$1,490 for consulting on pool building project with funds coming out of budgeted contract services – Tom Ramsey
9. Open Board Discussion
10. Announcements
- A. Study Session, April 13, 3:00 PM
 - B. Regular Board Meeting, April 15, 7:00 PM
11. Adjourn to Executive Session: Motion to discuss topics concerning the Cape George By-Laws & Legal issues.
12. Resume Regular Board Meeting: To consider additional New Business items including the possibility of voting on Board actions as motions from the Executive Session.
13. Adjournment: Motion to adjourn Regular Board Meeting

Regular Board of Trustees Meeting Agenda
May 13, 2010
7:00 P.M.
Cape George Club House

1. Welcome and Comments – Robin Scherting, President
 - A. Announcement of Candidates running for Board of Trustees
 - B. Art and Jeannie will review clubhouse rental procedures and come back to Board in June with suggestions and changes that may be needed.
 - C. The CG Handbook has been turned over to the office and we will be working to see that it is completed soon.
 - D. Thanks Mikel Stull for years of service for serving on Emergency Preparedness Committee.

2. Action on Minutes – Minutes of Regular Board Meeting, April 15, 2010

3. Membership Report – Dick Poole, Secretary

4. Treasurer’s Report – Tom Ramsey, Treasurer

5. Manager’s Report – Art Burke

6. Committee Report:

7. Membership Participation:

8. Information Items
 - A. Art Burke will continue working with Jim Fling to develop a proposal for replacement of dehumidification system, repair of the electrical system, and completing the repair of the exterior and interior walls in the Fitness Room. This will be put on the June Agenda.
 - B. Revised budget approval will be considered again in July or August
 - C. Heat Pumps paid off (Tom Ramsey)
 - D. Emergency Preparedness Committee – Block Captain Telephone Tree system will come to an end at the end of May.

9. New Business Agenda Items
 - A. Consider motion to approve variance request from Charles Allen to construct a storage shed at 192 Victoria Loop – Dick Poole

 - B. Consider motion to approve variance request from Albright, 291 Johnson Avenue for a five-foot variance to build a 22 ft. high pole barn – Leanne Ryan

- C. Consider motion to approve resignation of Mikel Stull as Co-chairperson of the Emergency Preparedness Committee effective May 13, 2010 – Leanne Ryan
- D. Consider motion to approve resignation of Rhebe Greenwald, Finance Committee Chairperson, effective May 13, 2010 – Tom Ramsey
- E. Consider motion to approve Karen Krug as Finance Committee Chairperson effective May 13, 2010 – Tom Ramsey
- F. Consider motion to approve “Due Date Adjustment Form” (for members with extenuating circumstances) to be part of FIN03-Policy for Delinquent Accounts and assign a MISC09 – Dick Poole
- G. Consider motion to approve adjusted payment due dates for three members with extenuating circumstances – Richard Hilfer
- H. Consider motion to maintain speed bumps as is and to reconsider the need for said speed bumps after a six-month time period. Also consider placing a 5 MPH sign just before the two speed bumps – Bill Stull
- I. Consider motion to approve the new Donation Acceptance Form as developed by Manager and assign a form number of MISC10 – Bill Stull
- J. Consider approval of installation of “Weather Station” on community property. Weather Station will be purchased from Swimming Pool Committee funds – Thad Bickling
- K. Motion to consider request from Brian Engelking for annexation of property to CG – Tom Ramsey
- L. Consider motion to reaffirm Board’s position and to support the appeal (that there is a hedge violation at 170 S. Palmer) as voted on by the Board at their November 12, 2009, Board meeting – Bill Stull
- M. Consider motion to approve renewal of Commercial Umbrella Liability policy from Community Association Underwriters of America, Inc. in the amount of \$3,772 – Tom Ramsey
- N. Consider motion to approve renewal of Directors and Officers Liability policy from Community Association Underwriters of America, Inc. in the amount of \$3,170 – Tom Ramsey

- O. Consider motion to approve renewal of General policy from Community Association Underwriters of America, Inc. in the amount of \$20,198. – Tom Ramsey
- P. Consider motion to approve renewal of Commercial Auto Insurance Policy from Community Association Underwriters of America, Inc. in the amount of \$1,596.99 – Tom Ramsey
- Q. Consider motion to approve changes to Building & Property R&R Section III – General Provisions. This change will go to membership for a vote. – Dick Poole
- R. Consider motion that would eliminate the requirements that members complete BG05a – Tree Cutting Permit and to create a conditional permission policy for tree cutting as recommended by the Building Committee – Bill Stull
- S. Consider motion to adopt policy that the “Washing Station “ at the Marina be used only for rinsing boats and not for personal car washing – Dick Poole
- T. Consider Resolution to transfer \$3,876.16 from the Marina Reserves to the General Investment Account for the purchase of dock floats – Tom Ramsey
- U. Consider Resolution to transfer \$1,000 from the General Reserves to the General Investment Account for pool windows – Tom Ramsey
- V. Consider Resolution to transfer \$7,090 from the General Operation Investment Account to the General Operation Reserve Account for repayment of heat pump – Tom Ramsey

10. Open Board Discussion

11. Announcements

- A. Meet the Candidates, June 8, 2:00 PM
- B. Study Session, June 8, 3:00 PM
- C. Regular Board Meeting, June 10, 7:00 PM

12. Motion to adjourn.

Regular Board of Trustees Meeting Agenda
June 10, 2010
7:00 P.M.
Cape George Club House

Executive Session immediately following Board Meeting

1. Welcome and Comments – Robin Scherting, President
 - A. Thanks to Bernie Del Valle for conducting “Meet the Candidates” and Mike Smith, Ray Pierson and John Hanks for running for the Board
2. Action on Minutes – Minutes of Regular Board Meeting, May 13, 2010
3. Membership Report – Dick Poole, Secretary
4. Treasurer’s Report – Tom Ramsey, Treasurer
5. Manager’s Report – Art Burke
6. Committee Reports
7. Information Items
 - A. Art Burke will continue working with Jim Fling to develop a proposal for replacement of dehumidification system and repair of the electrical system. No deadline for this ongoing project has been established.
 - B. Art Burke presented information on a Home Owners Association “One Call Now” information system. He will continue to gather information and present again at the July meeting
 - C. Report from Emergency Preparedness Committee “Getting the Word: about a disaster” Ways for CG residents to become aware of a potential disaster, will appear in the July newsletter as Carolyn Salmon had to leave.
 - D. Art Burke reported that he is continuing to work with the CG members involved with the hedge violation/compliance on 170 S Palmer.
8. New Business Agenda Items
 - A. Consider motion to approve reconstruction of speed bumps on Dennis Blvd to better meet current CG speed limit of 20 MPH – Dick Poole
 - B. Consider motion to approve changes of CP02 Rules and Regulations - Use of Club Property, CP02f Clubhouse Use Application/Agreement, and CP02c Reserved Use of the Clubhouse Rules forms with suggested changes made by Manager and Clubhouse Coordinator – Leanne Ryan

C. Consider motion to eliminate BG05A Application for Tree Cutting and create a conditional permission policy for tree cutting as recommended by the Building Committee – Dick Poole

D. Consider Resolution to transfer Net Income to Reserves as listed below – Tom Ramsey

From General Operations Fund to General Operations Reserve, \$26,295.57

From Water Operation Fund to Water Operations Reserve, \$58,600.92

From Marina Operations Fund to Marina Operations Reserve, \$5,460.53

E. Consider motion to consider request from Marina Committee to complete the engineering conceptual design, hydrographic survey, to entrance channel going over original requested amount by \$2,100 – Tom Ramsey

F. Consider motion to approve Ad Hoc Committee to study and make recommendations for Board consideration for lot violations relating to maintenance and care of CG Common Properties, vacant lots and private properties. Co-chairs Jana Finlay, Shelly Peterson, members Helen Rector, Jim Pickrell, Board Members Leanne Ryan, Dick Poole and Manager Art Burke.

9. Open Board Discussion

10. Announcements

A. Study Session July 13, 3:00 PM

B. Regular Board Meeting July 15, 7:00 PM

C. Annual Meeting July 17, 2:00 PM

11. Adjourn to Executive Session: Motion to discuss a personnel issue.

12. Resume Regular Board Meeting: Board action if any motions come from Executive Session.

13. Adjournment: Motion to adjourn regular Board Meeting

Regular Board of Trustees Meeting Agenda
July 15, 2010
7:00 P.M.
Cape George Club House

1. Welcome and Comments – Robin Scherting, President
 - A. Thank you to Thad Bickling and Bill Stull, retiring Board Members
 - B. Remember to vote for new Board of Trustees- Votes will be counted Friday, July 16, at 9:00 A.M.
 - C. Resignation of Don Lee, Building Committee Chair
2. Action on Minutes – Minutes of Regular Board Meeting, June 10, 2010
3. Membership Report – Dick Poole, Secretary
4. Treasurer’s Report – Tom Ramsey, Treasurer (Dick Poole will be filling in)
5. Manager’s Report – Art Burke
6. Committee Reports
7. Information Items
 - A. Art Burke will continue working with Jim Fling to develop a proposal for replacement of dehumidification system, repair of the electrical system. No deadline for this ongoing project has been established.
 - B. Art Burke reported that he is continuing to work with the CG members involved with the hedge violation/compliance on 170 S Palmer.
 - C. Art Burke reported that reconstruction work on speed bumps on Dennis Blvd in the Village would begin on Wednesday, July 14.
 - D. Shelly Peterson gave a report from the Ad Hoc Committee to study and make recommendations for lot maintenance, care of CG common properties, vacant lots, and private properties. They will also put an article in the August and September newsletters that will outline goals and concerns.
 - E. Jim Fling, Co-Chair, Swimming Pool Committee has ordered a weather station and should be here in a couple of weeks.
8. New Business Agenda Items
 - A. Consider motion to approve increase of our CAU General Insurance Policy coverage by \$650,000 to include additional items of our water system. This is a permanent increase and will raise our premium by \$1,566 annually – Dick Poole

- B. Consider motion to allow Manager Art Burke to initiate a “One Call Now” home owners association information system on a 30-day free trial basis – Leanne Ryan
 - C. Consider motion to approve Due Date Adjustment Form for a member – Richard Hilfer
 - D. Consider motion to approve payment for dredging of marina entrance not to exceed budgeted amount of \$10,000. – Thad Bickling
 - E. Consider motion to approve transfer of \$5,000 from Marina Reserves to General Investments Account for marina survey – Dick Poole
 - F. Discussion and recommendations from Board members concerning information forms (Agenda Deadlines, Calendar of Board Meetings and Deadlines, Committee Chairs and Board Liaisons, and Major Projects) and any other related items – Robin Scherting
 - G. Update on Salmon BBQ – Leanne Ryan
9. Open Board Discussion
10. Announcements
- Study Session August 10, 3:00 P.M.
Regular Board Meeting August 12, 7:00 P.M.
11. Motion to adjourn to Executive Session to consider communications from legal counsel.
12. Resume Regular Board Meeting: Board action if any from Executive Session discussions.
13. Motion to Adjourn Regular Board Meeting

Special Board Meeting
July 17, 2010
Immediately Following Annual Meeting
(about 4:00 P.M.)

1. Welcome and purpose of Special Meeting – Robin Scherting
2. Election of Board Officers
 - a. President
 - b. Vice President
 - c. Secretary
 - d. Treasurer
3. Determination of meeting times for Study Session and Board Meetings
4. Dates for August meeting
 - a. Study Session – August 10
 - b. Board Meeting – August 12
5. Set date for Training Session
6. Calendar for 2010-2011
7. Committee Liaisons
8. Board Goals
9. Adjournment

Special Board of Trustees Meeting
September 2, 2010
7:00 PM at Clubhouse

1. Welcome and Overview of Meeting Agenda – Robin Scherting
2. Introduction – Charlie Boulay
A brief history of the Marina; the Board's direction to the Ad Hoc Planning Committee; Community opinion survey; and meeting purpose i.e. to update the community on progress.
3. "Your Marina" – Prepared by Paul Happel
A 6 minute multimedia presentation on the Marina, its users, volunteers, and the challenges we face.
4. Condition Assessment – Gary Rossow
A brief statement on the state of the infrastructure of the Marina including the entrance channel, pilings, docks and floats.
5. Progress to date – Gary Rossow
 - Meetings with permitting agencies
 - Hydrographic survey
 - Engineering design recommendations/cost estimate
6. Recommendations for next steps -
 - Refine the design for lower cost
 - Conduct related required studies
 - Evaluate funding options (Board/Finance Committee/Community)
 - Apply for permits
7. Board member questions, comments and discussion.
8. Community member questions, comments and discussion.
9. Announcements

September 14, 2010 – Study Session 3:00 PM

September 16, 2010 – Regular Board Meeting 7:00 PM

10. Adjournment

**Cape George Colony Club
Special Board Meeting
Board Training Session
August 10, 2010
Immediately following Study Session**

1. President's comments and purpose of special meeting – Robin Scherting
2. Cape George Governing Documents – Richard Hilfer
3. Chapter 64.38 Revised Code of Washington – Richard Hilfer
4. Executive Sessions – Richard Hilfer
5. Parliamentary procedures and Robert's Rules of Order – Joel Finlay
6. Concept of a working board and responsibilities of members as committee liaisons – Tom Ramsey
7. Process for establishing study session and board meeting agendas – Robin Scherting
8. Meeting attendance and participation by phone – Robin Scherting
9. Communication between Manager and Trustees – Art Burke
10. Resources available to Trustees – Art Burke
11. Dealing with community emergencies – Thad Bickling
12. Dealing with disruptive behavior at meetings – Open discussion
13. Contact with attorney and privileged information – Art Burke
14. Understanding monthly financial statements – Jean Harrington
15. Major projects and activities for the year – Open discussion
16. Open discussion, question and answer period
17. Announcements
18. Adjourn

Regular Board of Trustees Meeting Agenda
August 12, 2010
7:00 P.M.
Cape George Club House

1. Welcome and Comments – Robin Scherting, President
 - A. Thank you to Joel Finlay, Jean Harrington and Thad Bickling for participating in Board Training.
 - B. Introduce new Officers and Board of Trustees, Mike Smith and John Hanks
 - C. Review of Committee Charters for approval at September Board Meeting
 - D. Review of Rules and Regulations for consistency with Bylaws
2. Action on Minutes – Minutes of Regular Board Meeting, July 15, 2010 and Minutes of Special Board Meeting July 17, 2010
3. Membership Report – Richard Hilfer, Secretary
4. Treasurer’s Report – Tom Ramsey, Treasurer
5. Manager’s Report – Art Burke
6. Committee Reports
7. Information Items
 - A. Jim Fling has purchased the Weather Station and is working on the instrument mast to get it ready to be installed.
 - B. Art Burke will work with our Web Master, Jerry Taylor, to add new items (current building permits, etc) to the CG website.
 - C. Jim Pickrell gave a report from the Ad Hoc Committee (for Shelly Peterson) listing their three main objectives – 1) Notify the community that existing rules and regulations have not been enforced in the past but will be in the future. Articles are being put in the newsletters to this effect and letters sent to nonresident members 2) Developed a list of serious violators and 3) Assist Manager to help ensure peace and harmony in the compliance process.
 - D. Art Burke is still gathering information for a “One Call Now” a homeowners association information system.
 - E. Karen Krug, Finance Committee Chair presented a mid year Financial Status Summary Report – Analysis of Income/Expenses through 6/30/10 and Projection of Expenses to Year End with suggested/advisory recommendations.

8. New Business Agenda Items

- A. Consider Motion to approve Height Variance Request from 17' to 23' by Dorothy Major for Lot 5, Div. 4, 141 Ridge Drive, Village – Dick Poole
- B. Consider motion to approve 2010-2011 Core Committee Chairs and members: Finance, Water, Roads, and Building. Committee Chairs and members need Board approval. – Tom Ramsey
- C. Consider Motion to approve 2010-2011 Committee Chairs with members not needing Board approval: Emergency Preparedness, Election, Environmental, Fitness, Marina, Nominating, Swimming Pool, and Social Committee. Committee Chairs need Board approval – Tom Ramsey
- D. Consider motion to approve Due Date Adjustment Form for a member – Richard Hilfer
- E. Consider motion to hire a water system consultant to do a hydraulic analysis of our system that will lead to development of a long term replacement plan, cost to be determined and to be included in next year's budget – Richard Hilfer
- F. Consider motion of appeal from member Bonnie Whyte for clubhouse rental charges – Leanne Ryan
- G. Consider motion to allow installation of water connection at 444 Sunset Blvd. before obtaining a building permit – John Hanks.
- H. Consider request from Charley Boulay for Board input in selecting Marina forum date so they may get maximum participation from the Board without doing a presentation at a Board meeting – John Hanks
- I. Discuss Long Range Planning – Tom Ramsey

Open Board Discussion

- A. Dealing with disruptive behavior at meetings
- B. Major projects and activities for the year

9. Announcements

- A. Study Session September 14, 3:00 P.M.
- B. Regular Board Meeting September 16, 7:00 P.M.
- C. Marina Forum

10. Motion to Adjourn

Special Board of Trustees Meeting
September 2, 2010
7:00 PM at Clubhouse

1. Welcome and Overview of Meeting Agenda – Robin Scherting
2. Introduction – Charlie Boulay
A brief history of the Marina; the Board's direction to the Ad Hoc Planning Committee; Community opinion survey; and meeting purpose i.e. to update the community on progress.
3. "Your Marina" – Prepared by Paul Happel
A 6 minute multimedia presentation on the Marina, its users, volunteers, and the challenges we face.
4. Condition Assessment – Gary Rossow
A brief statement on the state of the infrastructure of the Marina including the entrance channel, pilings, docks and floats.
5. Progress to date – Gary Rossow
 - Meetings with permitting agencies
 - Hydrographic survey
 - Engineering design recommendations/cost estimate
6. Recommendations for next steps—Gary Rossow
 - Refine the design for lower cost
 - Conduct related required studies
 - Evaluate funding options (Board/Finance Committee/Community)
 - Apply for permits
7. Board member questions, comments and discussion.
8. Community member questions, comments and discussion.
9. Announcements

September 14, 2010 – Study Session 3:00 PM
September 16, 2010 – Regular Board Meeting 7:00 PM
10. Adjournment

Regular Board of Trustees Meeting Agenda
September 16, 2010
7:00 P.M.
Cape George Club House

1. Welcome and Comments – Robin Scherting, President
 - A. Board Member’s time away schedules to Art Burke
 - B. Resignation of Rhebe Greenwald, member Finance Committee
 - C. Response to Tsunami Siren Test on Wednesday, Sept. 15, 10:15 A.M.
 - D. Thank you to Joel Finlay, Parliamentarian
2. Action on Minutes – Minutes of Regular Board Meeting, August 12, 2010 and Special Board Meeting/Marina Forum, September 2, 2010.
3. Membership Report – Richard Hilfer, Secretary
4. Treasurer’s Report – Tom Ramsey, Treasurer
5. Manager’s Report – Art Burke
6. Committee Reports
7. Information Items
 - A. Gordon Yancey will work with Art Burke to prepare a proposal to present to the Board concerning a fund raising benefit concert at Cape George.
 - B. Joel Finlay and John Hanks will work with Art Burke on investigating possibilities of using “programs for reserve studies for community associations” and bring their findings back to the Board in October.
 - C. The Board asked Tom Ramsey to provide additional information on two proposals from the Marina Committee:
 - i. Increase number of replacement pilings from 4 to 7 – provide vendor contract, updated costs and recommended funding source.
 - ii. Emergency bank stabilization project – provide contract, information on alternate and recommended funding source.
8. New Business Agenda Items
 - A. Consider motion to hire a professional and independent reserve study consultant to be included in next year’s (2011) budget proposal – Richard Hilfer
 - B. Consider motion to approve changes for the following committee charters – Leanne Ryan

- (1) Swimming Pool Committee Charter
- (2) Emergency Preparedness Committee Charter

- C. Consider motion to approve Due Date Adjustment Form for a member – Richard Hilfer

- D. Consider motion to approve request for the purchase of 25 replacement floats and associated hardware for Marina docks in the amount of \$3,444.60 with funding to come from Marina Reserves – John Hanks.

Open Board Discussion

9. Announcements

- A. Study Session October 10, 3:00 PM
- B. Regular Board Meeting October 12, 7:00 PM

10. Motion to Adjourn

Regular Board of Trustees Meeting Agenda
October 14, 2010
7:00 P.M.
Cape George Club House

1. Welcome and Comments – Robin Scherting, President
 - A. Welcome
 - B. Special Budget Meeting – October 21, 3 PM in the Clubhouse
 - C. Executive Session immediately following the Board meeting for the purpose of discussing personnel issues and potential member rule violation.
2. Action on Minutes – Minutes of Regular Board Meeting, September 16, 2010.
3. Membership Report – Richard Hilfer, Secretary
4. Treasurer’s Report – Tom Ramsey, Treasurer
5. Manager’s Report – Art Burke
6. Committee Reports
7. Information Items
8. New Business Agenda Items
 - A. Consider motion to request Social Committee work with Gordon Yancey on logistics and potential for possible fund raising event – Leanne Ryan
 - B. Consider motion to approve Joel Finlay as Building Committee Chair – Dick Poole
 - C. Consider motion to approve proposal from Double D Electrical to make repairs to electrical panels and service at Clubhouse and Pool building not to exceed \$17,298. – Leanne Ryan
 - D. Consider motion to ratify Manager’s approval of a member wishing to conduct classes in the Clubhouse for a fee – Michael Smith
 - E. Consider Resolution to transfer \$10,632. from Marina Reserves to General Investments Account for marina conceptual design (Layton & Sell) – Michael Smith

- F. Consider Resolution to transfer \$3,407.60 from Marina Reserves to General Investments Account for marina float replacement (KADCO, USA) – Michael Smith

- G. Consider motion to approve proposal from Bernt Ericsen Excavating for the installation of three 4-inch valves and one 2-inch blow off to the community water system not to exceed \$10,189.60 – Michael Smith

Open Board Discussion

9. Announcements

- A. Special Board Meeting October 21, 3:00 PM
- B. Study Session November 9, 3:00 PM
- C. Regular Board Meeting November 11, 7:00 PM

10. Motion to Adjourn

Regular Board of Trustees Meeting Agenda
November 11, 2010
7:00 P.M.
Cape George Club House

1. Welcome and Comments – Robin Scherting, President
 - A. Welcome
 - B. Thank you to Art and Staff for Budget/Ballot preparation
 - C. Thank you to all the members who contributed to “Cape George School Fund”
 - D. Thank you to Joyce Skoien for her hard work on the Cape George 2011 Telephone Directory
 - E. Respond to inquiries concerning 2011 Budget
2. Action on Minutes – Minutes of Regular Board Meeting, October 14, 2010 and Special Board Meeting October 21, 2010.
3. Membership Report – Richard Hilfer, Secretary
4. Treasurer’s Report – Tom Ramsey, Treasurer
5. Manager’s Report – Art Burke
6. Committee Reports
7. Information Items
8. New Business Agenda Items
 - A. Consider motion to approve 2011 Clubhouse blackout dates – Robin Scherting
 - B. Consider motion to approve resolution providing support and direction to long-range planning process for Marina – Dick Poole
 - C. Consider motion to approve change to MIS04 Complaint Procedures allowing Manager flexibility in the timeline of investigating complaints – Leanne Ryan
- Open Board Discussion
9. Announcements
 - A. Study Session December 14, 3:00 PM
 - B. Regular Board Meeting December 16, 7:00 PM
10. Motion to Adjourn

DRAFT

Study Session Agenda

February 8, 2011

3:00 PM at the Club House

A. Presidents Comments and Announcements

1. Welcome

B. Letters from Members

C. Managers Comments

D. Board Items for Discussion and possible inclusion on the Agenda for Thursday's Board Meeting. Four possible actions: 1) Place on Board Meeting Agenda as action item; 2) Place on Board Meeting Agenda as an information item; 3) Move item to next month' Study Session Agenda; 4) No action or further discussion required.

1. Response to changes in Election process after appearing in February newsletter – John Hanks and Art Burke
2. Contract to pursue Covenant revisions – Richard Hilfer and Art Burke
3. Guidelines published in newsletter to allow for a new section in newsletter allowing for a member comment section – Art Burke
4. Update on issues concerning changes in Bylaws – Art Burke
5. Clerical changes in CP02 Use of Clubhouse – Art Burke
6. Marina fee schedule changes – Art Burke and Charley Boulay
7. Update on reserve study preparation discussion points and articles in newsletter – Art Burke

E. Member Participation (Compliments, Issues, Concerns)

We encourage and wish to promote member participation with the following stipulations: Each member may speak once on any given topic until every member that wishes to speak has done so. Each member may have one rebuttal with a 2-minute time limit on same topic. If another topics is raised the same procedure will follow.

Open Board Discussion

F. Announcements

Study Session – Feb. 8, 3:00 P.M.
Board Meeting – Feb.10, 7:00 P.M.

Close Study Session