

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING MINUTES
April 28, 2022
via ZOOM

The Board Meeting was called to order by Vice President, Jane Ludwig at 3:00 pm

In Attendance: Jane Ludwig, Fayla Schwartz, Kris Easterday, Pat Gulick, John Dwyer, and Joel Janetski.

Action on Minutes: Pat Gulick moved, and John Dwyer seconded to approve the minutes of the regular Board Meeting dated - March 24, 2022. Passed - 5/0

Pat Gulick moved, and Joel Janetski seconded to approve the minutes of the Special Board Meeting dated – April 7, 2022. Passed - 5/0

New Members: Welcome to our newest members.

Geoff McMichael & April Ottey purchased lot 23-7 Colman Dr from Ann Mecklenburg
Kathryn Tarkington purchased lot 27-3 Spruce Dr from Habitat for Humanity
Stori, LLC purchased 41 Alder Dr from Mabel Spencer
Kirsty Carey purchased 11 Quinault Loop from Jonah Trople & Saige Esmaili
Bee Redfield purchased 481 Dennis Blvd from Misty-Marie Polat

Treasurer's Report: Fayla Schwartz

March 2022

A summarized comparative balance sheet and a condensed statement of revenues and expenses are included on the next page. Detailed statements are available on the Cape George website. The detailed statements as well as additional monthly financial material and are also available for review in the office upon request.

2022 BALANCE SHEET COMMENTS

All bank accounts have been received, reconciled, and reviewed.

Balances at both Chase and PPBI (Pacific Premier Bank Inc) are over the insurance limit for FDIC. Our accounts at Chase Bank are only a bit over the FDIC limit. At PPBI, where Cape George currently maintains both operating funds and reserve funds, our accounts are nearly double the FDIC limit. As mentioned in previous Treasurer's Reports, this is a known issue and one that the Treasurer and Finance Committee are working to implement long-term corrections.

The current preliminary corrective action plan involves preparing a 3–5-year item specific reserve cash flow projection and simultaneously beginning to transfer a large portion of the reserve funds from PPBI to a local financial institution that has the ability to provide checking, savings, local CDs and CDARS accounts (which are not counted in the FDIC limit because they utilize multiple banking institutions) through the IntraFi network. The cash flow projection is advisable so that appropriate timed CDARS ladders can be managed.

Today the Board will be voting on a motion to open a new account at First Security Bank in Port Townsend. The treasurer and the Finance Committee will work with the new manager to complete the changes described above.

It was originally anticipated that all Balance Sheet reconciliations would be completed by the end of this first quarter but that has not happened. There are still several smaller accounts including prepaid medical, the exchange account, and the credit card liability account that require reconciliation. A preliminary investigation

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indicates that most of this work will be identifying past entries that were recorded in incorrect accounts. Reconciliation of the fixed asset accounts is a much larger task and has not yet been started.

2022 REVENUE AND EXPENSE COMMENTS

While all the cost centers are performing better than their budget, the favorable outcomes are due to only two primary factors: the favorable labor variance and recognition of about 95% of the Marina's total annual revenue.

Favorable labor variances across all cost centers will begin to dwindle with the arrival of the new Manager, so it is too early to begin to consider these as "spendable" variances

The marina's year-to-date (YTD) revenue of \$85,655 represents about 95% of their total annual revenue. The marina's total annual actual operating expenses are expected to be around \$74,000. While this still leaves the Marina with a projected favorable year-end outcome, unexpected things can happen in the next nine months.

After the first quarter of 2022, it is clear that there are some expenditures that are on track to exceed the anticipated annual budget amount. This raises the likelihood that as we go forward reviewing expenditures, we should remain mindful of areas where we can possibly postpone further expenditures until the 2023 budget cycle.

DRAFT 2-- CAPE GEORGE COLONY CLUB -- DRAFT 2							4/27/2022	
<i>Balance Sheet as of March 31, 2022 and 2021 - Preliminary Subject to Audit</i>								
Assets			Liabilities and Fund Balances					
	2022	2021		2022	2021			
Cash and Cash Equivalents:			Current Liabilities:					
Operations Checking & Petty Cash	\$ 283,182	\$ 261,861	8%	Accounts Payable & Other Liabilities	\$ 13,671	\$ 17,096	-20%	
Operating Savings & ICS	197,439	175,119	13%	Prepaid Income	113,856	169,254	-33%	
Reserves - General, Water & Marina	1,204,405	1,213,529	-1%	Unearned Income Marina Wait List	900	1,900	-53%	
Total Cash & Equivalents	1,685,026	1,650,509	2%	Total Current Liabilities	128,427	188,250	-32%	
Net Accounts Receivable	12,985	11,208	16%	FUND BALANCES:				
Total Net Fixed Assets	1,677,612	1,677,082	0%	Fund Balances & Equity (Combined)	3,150,214	3,102,066	2%	
Total Prepaid & Other Assets	7,742	15,801	-51%	Modified Cash Basis Income	104,724	64,284	63%	
TOTAL ASSETS	\$3,383,365	\$3,354,600	1%	TOTAL LIABILITIES & FUND BALANCE	\$3,383,365	\$ 3,354,600	1%	

Summary Revenue and Expense Statements for the periods ended March 31, 2022 and 2021 (Modified cash basis, excludes depreciation)

*Preliminary Subject to Audit - **2021 Reserve Activity Removed from Operations for Comparison to 2022*

2022 Year to Date - Unaudited					Comparative - Unaudited				
	Actual	Budget	Variance	%		2022 YTD	2021 YTD**	Variance	%
General					General				
General Assessment	\$ 79,864	\$ 79,864	-	0%	General Assessment	\$ 79,864	\$ 79,864	-	0%
Revenue - All Other Sources	5,992	4,850	1,142	24%	Revenue - All Other Sources	5,992	5,629	363	6%
Total General Revenue	85,856	84,714	1,142		Total General Revenue	85,856	85,493	363	
Expenses:					Expenses:				
Salaries, Benefits, PR Tax	26,259	39,911	13,652	34%	Salaries, Benefits, PR Tax	26,259	45,349	19,090	42%
Repairs & Maintenance	6,460	6,685	225	3%	Repairs & Maintenance	6,460	10,966	4,506	41%
Contracted Services	22,225	17,315	(4,910)	-28%	Contracted Services	22,225	14,703	(7,522)	-51%
Pool Expense & Utilities	5,972	4,937	(1,035)	-21%	Pool Expense & Utilities	5,972	12,696	6,724	53%
Utilities & Insurance	8,581	8,831	250	3%	Utilities & Insurance	8,581	9,177	596	6%
Other Expenses (incl taxes)	8,249	7,924	(325)	-4%	Other Expenses (incl taxes)	8,249	9,171	922	10%
Total General Expenses	77,746	85,603	8,967		Total General Expenses	77,746	102,062	16,074	
General Net Income	\$ 8,110	\$ (889)	\$ 8,999	1012%	General Net Income	\$ 8,110	\$ (16,569)	\$ 24,679	>-100%

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Water					Water				
Revenue - Water Use Fees	\$ 51,168	\$ 50,750	\$ 418	1%	Revenue - Water Use Fees	\$ 51,168	\$ 51,448	\$ (280)	-1%
Revenue - All Other Sources	5,440	1,634	3,806	233%	Revenue - All Other Sources	5,440	3,335	2,105	63%
Total Water Revenue	56,608	52,384	4,224		Total Water Revenue	56,608	54,783	1,825	
Expenses:					Expenses:				
Salaries, Benefits, PR Tax	14,443	19,892	5,449	27%	Salaries, Benefits, PR Tax	14,443	19,125	4,682	24%
Repairs & Maintenance	0	2,475	2,475	100%	Repairs & Maintenance	-	507	507	100%
Contracted Services	6,270	6,527	257	4%	Contracted Services	6,270	5,503	(767)	-14%
Utilities & Insurance	5,126	5,957	831	14%	Utilities & Insurance	5,126	5,538	412	7%
Other Expenses (incl taxes)	7,011	6,185	(826)	-13%	Other Expenses(incl taxes)	7,011	3,579	(3,432)	-96%
Total Water Expenses	32,850	41,036	8,186		Total Water Expenses	32,850	34,252	1,402	
Water Net Income	\$ 23,758	\$ 11,348	\$ 12,410	109%	Water Net Income	\$ 23,758	\$ 20,531	\$ 3,227	16%
Marina					Marina				
Revenue - Moorage/Parking	\$ 72,295	\$ 18,812	\$ 53,483	284%	Revenue - Moorage/Parking	\$ 72,295	\$ 63,135	\$ 9,160	15%
Revenue - All Other Sources	13,360	4,047	9,313	230%	Revenue - All Other Sources	13,360	12,605	755	6%
Total Marina Revenue	85,655	22,859	62,796		Total Marina Revenue	85,655	75,740	9,915	
Expenses:					Expenses:				
Salaries, Benefits, PR Tax	4,830	6,437	1,607	25%	Salaries, Benefits, PR Tax	4,830	7,523	2,693	36%
Repairs & Maintenance	5	4,625	4,620	100%	Repairs & Maintenance	5	0	(5)	0%
Contracted Services	2,434	1,588	(846)	-53%	Contracted Services	2,434	1,538	(896)	-58%
Utilities & Insurance	5,156	4,175	(981)	-23%	Utilities & Insurance	5,156	4,974	(182)	-4%
Other Expenses (incl taxes)	374	1,692	1,318	78%	Other Expenses(incl taxes)	374	843	469	56%
Total Marina Expenses	12,799	18,517	5,718		Total Marina Expenses	12,799	14,878	2,079	
Marina Net Income	\$ 72,856	\$ 4,342	\$ 68,514	1578%	Marina Net Income	\$ 72,856	\$ 60,862	\$ 11,994	20%
Net Income/Loss from Combined Operations, No Reserve Activity	\$ 104,724	\$ 14,801	\$ 89,923	608%	Net Income/Loss from Combined Operations, No Reserve Activity	\$ 104,724	\$ 64,824	\$ 39,900	62%
Reserve Activity					**Reserve Activity				
Routine Reserve Assessment	47,571	48,345	(774)	-2%	Routine Reserve Revenue	47,571	47,570	1	0%
Reserve Interest - all **	-	562	(562)	-100%	Reserve Interest - all	-	-	0	>100%
Less: Reserve Offset***	(47,571)	(48,657)	1,086		Less: Reserve Offset	(47,571)	(48,110)	539	
Net Reserve Activity	\$ -	\$ 250	\$ (250)	-100%	Gross Reserve Activity	\$ -	\$ (540)	\$ 540	-100%

Committee Reports: The following committee reports were submitted to the Board of Trustees: Environmental, Finance, Marina, Pool, Water and Workshop. The reports are attached to these minutes and incorporated by reference.

Member participation: none

New Business Action Items:

Motion 1: Fayla Schwartz moved, and Kris Easterday seconded to revise FIN 011 to state that federal tax returns, WA excise tax filings and CG election results certified by the secretary will be retained indefinitely, while personnel and payroll records, including timecards, will be kept for a period of 6 years. Passed - 5/0

Motion 2: Fayla Schwartz moved, and Pat Gulick seconded to delete FIN 017, Delegation of Authority to the General Manager. Passed - 5/0

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Motion 3: Pat Gulick moved, and Joel Janetski seconded to approve the installation of additional Mammal Stranding signage at Memorial Park and along the beach by the clubhouse. Passed - 5/0

Motion 4: Pat Gulick moved, and Kris Easterday seconded to obtain a permit from Jefferson County to repair/maintain the berm. Passed - 5/0

Motion 5 Fayla Schwartz moved, and John Dwyer seconded to accept the Fitness Committee donation of \$2212.79 going towards the purchase of a new elliptical machine for the Fitness Room. Passed - 5/0

Motion 6: Fayla Schwartz moved, and Pat Gulick seconded to increase the Caretaker's employee credit card limit to \$1500 from the current \$1000. Passed - 5/0

Motion 7: Fayla Schwartz moved, and John Dwyer seconded to open a new account at First Security Bank in Port Townsend, with the new manager, the treasurer, and the vice president as account owners. Passed - 5/0

Motion 8: Kris Easterday moved, and Fayla Schwartz seconded to allow the Social Club to pursue a temporary solution to erect a wind barrier at the gazebo. Passed - 5/0

Motion 9: Fayla Schwartz moved, and Joel Janetski seconded to cancel any Reserve Study for 2022 and schedule an appropriate level study to start in 2023. Passed – 5/0

Motion 10: Fayla Schwartz moved, and John Dwyer seconded to revert to Board-approved rules and regulations for handling the approval and accounting of reserve projects and the transfer of reserve funds, as described in FIN04 and FIN 05 Capitalization and Depreciation of Assets. Passed - 5/0

Open Board Discussion: none

Adjournment: Joel Janetski moved, and Kris Easterday seconded to adjourn the regular session and move to Executive Session at 3:35 pm. Passed - 5/0

Pat Gulick moved, and Joel Janetski seconded to adjourn Executive Session and return to the regular meeting at 4:54pm . Passed - 5/0

Motion 11: Joel Janetski moved, and Fayla Schwartz seconded to take action on private property in the Colony in violation of section 3 of the Building and Property Regulations and PPO2 Maintenance of Property. Passed - 5/0

Motion 12: Kris Easterday moved, and John Dwyer seconded to take action on a member's violation of the signed Statement of Responsibility. Passed 5/0

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Motion 13: Fayla Schwartz moved, and Joel Janetski seconded to retain, Acting GM, Terri Brown, as an exempt employee at current compensation rate for a minimum of two weeks, beginning May 2, 2022, up to a maximum of four weeks for the purpose of new manager orientation and training. Upon the completion of week two and three the acting GM, GM, and Board Vice President will review progress and identify any additional needs. Passed - 5/0

Motion 14: Fayla Schwartz moved, and John Dwyer seconded that upon the completion of new GM training/orientation, acting GM will return to non-exempt hourly status at the currently budgeted office administrator compensation rate. Passed - 5/0

Announcements:

Study Session – Monday, May 23, 2022, 3 P.M. via Zoom

Board Meeting - Thursday, May 26, 2022, 3 P.M. via Zoom

Adjournment: John Dwyer moved, and Kris Easterday seconded to adjourn the meeting at 5:01 P.M.
Passed -5/0

Submitted by:

Approved by:

Pat Gulick, Secretary

Jane Ludwig, Vice President

**ENVIRONMENTAL COMMITTEE MINUTES Tuesday, March 8, 2022 9:15 am
(via ZOOM)**

ATTENDANCE: Varn Brooks, Terri Brown, Lori Cameron, Patty Dunmire, Marty Gilmore, Pat Gulick, Chuck Hommel, Keith Knol, Marta Krissovich, Ruth Ross, Fayla Schwartz, Bob Sullivan, Richard Vandemark, Lori Vandemark

I. CALL TO ORDER: Stephen McDevitt had a last-minute emergency and asked Ruth Ross as secretary to preside over this meeting. Ruth called the meeting to order at 9:18 am.

II. APPROVAL OF MINUTES: The minutes of the February meeting were reviewed, and a typo was corrected. Marta then moved and Patty seconded that the minutes as corrected be approved, and the motion passed unanimously.

III. FISCAL REPORT: The current balance is approximately \$1500.00, reflected some sales of booklets. With regard to fundraising, the committee discussed notifying the community that copies of the Flowers of Cape George booklet are available for sale now that spring is starting. It was noted that new members would probably be interested in purchasing booklets. Fayla will update the article we ran in the newsletter in April 2021 for the April 2022 newsletter and posting on the bulletin boards.

IV. OLD BUSINESS

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A. Berm Repair: Richard Vandemark reported that the Ad Hoc Committee has researched and found that the original permit for the berm included a requirement to maintain the berm as built. Thus, no new permit is required although requests will need to be filed under the existing permit. However, the current permit only allows for the berm to be repaired as originally built and to the same height. Richard noted that the committee will be pursuing this option and also moving forward with Global Coastal to obtain proposals for other future options to consider. The committee is also investigating to see if Donnie would be able to move large logs on the beach that could be used in the repair with our available equipment.

B. Styrofoam Recycling: Ruth reported that no Styrofoam recycling will take place until April because the truck to take the material to Kent is not available until then. The community will be notified when Styrofoam recycling resumes. Individuals are encouraging to save clean dry Styrofoam for later this spring.

C. Landscaping at the Clubhouse: Patty Dunmire reported that one or more pruning workshops will be held at the clubhouse in the second half of March to trim plantings at the clubhouse and educate interested members on how to prune their own plantings. Interested members should notify Patty if they want to participate (pattydunmire@yahoo.com, 253-332-4779).

D. Article re feeding seagulls. In response to discussion at the February meeting, Sue Dunning created an initial draft about the problem of feeding seagulls, who roost on neighboring houses and solar panels. Marta Krissovich suggested some edits to make the piece suitable for submission by the committee, rather than an individual. After discussion, it was decided that the article should be further revised to be appropriate for submission by the committee and should also include education about not feeding other wildlife in the neighborhood such as raccoons, crows, and deer. Ruth and Varn will work on a revised draft to be reviewed at the next meeting and submitted for the May 2022 newsletter.

V. NEW BUSINESS

A. Ravine Issues. What may be non-natural suds have been observed in the ravine creek. The committee will ask the County Health Department to test the content

of the water in the creek. Chuck Hommel will submit a report concerning their work group plans and issues related to the ravine [*Addendum: see attached supplemental report*].

B. Problems with plumbing and septic at the pool. The committee discussed the septic backups that have occurred in the bathrooms twice in recent months, once because a faucet in the outside bathroom was left on and overwhelmed the system and once due to high winds and tides. The pump on the system had to be replaced last year because of sanitizing wipes being flushed in the toilets. Terri Brown, our acting manager, will include a note in her upcoming report in the newsletter concerning these matters and remind members not to flush wipes.

C. March Clean-up Work Days. The committee will be planning workdays for the spring for the rain garden and common areas. Steve will organize dates.

D. PTMSC April Earth Day Beach Clean-up. Steve is coordinating with the PTMSC to have a clean-up here on CG beaches on April 22 that would involve only members of the CG community. He will notify members of details as they are finalized.

E. Tree removal on common CG property. Terri Brown asked the committee to provide some recommendations for how to handle requests from members for pruning or removal of trees on CG common property. The committee asked for more time to discuss this at a future meeting, given lack of time at this meeting.

The meeting was adjourned at 10:25 am.

Respectfully submitted

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Ruth Ross, Secretary

March 18, 2022

Ravine trail notes and call for volunteers

Here is an update on the ravine trail:

1. Village trail. The steps to the Village, put in last year have held up very well this winter. No major problems. I would like to organize a work party to rake the leaves off the steps and then fill in the steps with crushed rock where the rock has settled. If we have someone willing to pick up/deliver the rock (Donny did it last year), it is probably a three hour job for three or four volunteers.

2. Huckleberry Place trail. The ravine trail to Huckleberry place is in bad shape. I propose a project to replace the old steps and add more in the steep/slippery spots. This is much like the Village steps project from last year. I propose we ask for volunteers. As a first step, a couple of volunteers could meet at the trail, discuss options, measure things, make estimates and come up with a plan.

3. Foam/discoloration in creek runoff. The creek in the ravine is discolored and contains foam. This contamination, whatever it is, is coming from a location above the trail junction (where the creek goes underground at the grate). Foam at the grate and upstream is readily apparent. I have many pictures to document the problem.

This phenomenon has existed for at least 3 years. I have noticed it before and it seemed 'seasonal' - occurring mostly in winter after a heavy rain. This year it is constant. The creek has shown discoloration and foaming all winter, since at least December.

A sample collected showed discoloration. A tawny brown to dark brown color which persists. Foam dissipated quickly. Only sediment was a few grains of sand. I could not detect any odor.

Other drainages nearby show no such color or foam.

In January, Steve McDevitt and I climbed up the creek a long way and still encountered foam and discoloration, so the source is well up the creek. Steve took pictures and has GPS coordinates, I think.

At the last Environmental Committee meeting, I think we decided to request a water analysis from Jefferson County. I think Steve is doing that.

4. Slash cleanup. Over the winter, the ravine trail is bombarded with leaves, limbs, and fallen trees. This year, two large trees fell across the trail. A large maple fell and Bernt Ericksen was good enough to cut it up so that the trail was passable again. Then shortly thereafter, a cedar fell and someone (I don't know who) cleared it. Thanks to Bernt and the unknown woodcutter for keeping the trail clear. There still remain many branches piled along the trail.

Last fall some energetic folks cut back a lot of the Himalayan blackberries invading the trail from the beach end. The blackberry canes, which were climbing 30 or 40 feet into the cedars, were cut at the base. Thanks to those who did that.

Those canes are dead now and many have been pulled down and piled by the trail. We will probably never get rid of all the berry plants, but this effort surely saved some trees. Thanks to those who did it.

With fallen limbs, cut up trees, blackberries, we have a lot of slash to deal with. I think we could haul out

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two or three pickup loads, a two or three hour job.

Volunteer opportunities. Note that this is heavy, physical work. Anyone can help, but digging, hauling and lifting is involved.

Village trail maintenance - three or four volunteers, a few hours Huckleberry Place trail repair - two or three volunteers to plan, a couple of hours - several volunteers over several days, two or three hours a day (last year, we had about 6 people who worked 2 hours each Monday over about 10 weeks).
Slash cleanup - three or four volunteers, one pickup truck for two or three hours.

Anyone interested can contact me, Chuck Hommel, at chommel60@gmail.com

Finance Committee Minutes

To: Cape George Board of Trustees, Cape George Office
From: CG Finance Committee
Attending: Karen Krug, Nancy Charpentier, Georgette Semick; Board Members Fayla Schwartz and John Dwyer
Subject: Finance Committee Meeting April 14, 2022

1. Financial Report Updates: CF indicates February financial reports should be available by April 15 and March reports by the 20-25th normal deadlines. It was noted that we have been unsuccessful in getting CF to change the 2022 CF budget to reflect two of our 3/9 income projections, Reserve Assessment and Water Fees. The monthly differences are minor and will mostly self-correct throughout the year. It may be something the Treasurer may choose to report on each month. Corrections have been forwarded to CF but we have yet to see if they will be acted upon.
2. Routine FinComm Meeting Schedule: Hopefully, can begin scheduling between 20th and the monthly Board Meeting to provide input to Treasurer's Report.
3. Finance Committee Recruitment: No responses have been received as a result of the newsletter call for volunteers. An email to members has been drafted and will be sent to Fayla and Terri for final review and posting. John had one candidate as a suggestion and will pursue that person. Georgette will also contact other Board members to see if they have any additional suggestions.
4. Community Financials Interactions and Existing Contract Terms: Members reviewed the salient points of interactions and due dates.
5. Financial Review Processes: Nancy's draft of financial review schedules and materials for monthly, quarterly, yearend and post-audit reports was discussed and will be updated.
6. Other Updates:
 - a. Discussed how approved reserve project expenses could be captured as CIP (capital improvement projects) and coded for subsequent transfer from reserve accounts.

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- b. Vacation accruals will be checked at the end of Q1 this year; rechecked at Q2; with the main, final accrual at Q4.
 - c. There is an issue with the forgiveness of a debt and whether a 1099-C tax statement will be issued to the debtor.
7. Next meetings: Given the anticipated release of February Financials by April 15th, the Committee agreed to schedule work sessions 9:00 Wednesday, April 20th and another to be determine following the delivery of the March financial report to review results unless comments and questions can be handled by email beforehand.

Submitted By: Georgette Semick for Finance Committee
April 22, 2022

Marina Committee Meeting, 4 April 2022 Agenda & Minutes

11am Cape George Clubhouse

Attendees: 24 members

Introduction

The entrance channel depth remains restricted in depth and breadth. At last measurement the channel was narrow but remained fairly deep at about +2.0' below the zero tidal level. The channel markers will be moved when the next tides permits, 16-18 April. Mariners should exercise caution when navigating through the entrance.

The channel currently runs from center channel at the terminus of the south sea wall and runs in a nearly straight line to immediately south of the western most red (south) channel marker.

The annual marina sale has been scheduled for the weekend of June 17-18-19. Dick Poole and John Hanks have agreed to manage the sale (volunteers still needed). Please consider appropriate donations to the sale. Marina volunteers can assist in transport.

Agenda items

1. Marina renewals and assignments. Harbormaster Mark Thayer reported that moorage and parking fees have been received. However, nine members failed to renew their waiting list fees. Thanks to Cassie Reeves for assisting in renewals at the office, available from 11-1 pm M-F.
2. A member suggested the following text be incorporated into the Marina Rules:

Current rule

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1.3. Marina fees are on a yearly basis payable January 1st and delinquent thirty (30) days after. The marina year runs from January 1st to December 31st. Members assigned moorage shall pay a full year's fee if entering before September 1st. Members entering after September 1st shall pay a half year's fee.

Proposed addition

1.3.a Delinquent submission of all required documentation or payment of fees shall result in the automatic, immediate loss of slip or parking privileges. A member losing privileges may register for listing at the bottom of the appropriate wait list. Vacated space shall be promptly offered to the senior position on the appropriate wait list.

No action was taken on the proposed addition

3. Dredging of the marina channel scheduled for 14-16 June, plan accordingly. The CG Board has approved contracts to Whitworth excavating for dredging the channel and completing rock placement on the north jetty. Work in channel and jetty will be completed consecutively
4. The 2022 Marina Festival:
In recognition and appreciation of the support the Cape George community provides to the marina, the marina committee agreed to sponsor the Waterfront Festival on the weekend of 20/21 August. The committee discussed various options for the 2021 festival. A motion was made, seconded and approved that the marina committee allocate up to \$3500 for this year's festival. As always, the money would come from the memorial fund, most of which is raised at the annual marina sale.

Open Floor

The Harbormaster proposed that the committee spend up to \$1500 from the memorial fund for new, high quality string mowers and other tools for grounds maintenance. The committee approved the motion.

Next meeting will be Tuesday 3 May, 11 am.

Meeting adjourned 12:20

Pool Committee Meeting Minutes - April 5, 2022, 3pm

Attending: Penny Jensen, Marta Krissovich, Patty Dunmire, John Galm, Sandra Gulin, Linda Mollino, Robin Scherting, Fayla Schwartz.

GUEST: Mardella Rowland. ABSENT: Mary Hilfer, Kris Edwards

1. Financial Report - \$875.87 in account

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2. Old Business:

A. PARTY DAY – May 14

- Clubhouse is reserved on 5/14 from 3:30 – 6:30 pm.
- Water safety brochures will be available during both events below – Patty D. & Sandi G. will coordinate this.
- 11am – 1 pm Kids Party – outside hot dogs & lemonade, inside pool games. We will try to keep food out of pool building

- Amber Mallory will provide music at pool and talk to other parents about the event.
- 4-6 pm Adult Wine and appetizer Sharing
 - Mostly outside but clubhouse is reserved from 3:30 - 6:30 pm.
 - Each person/family will bring wine and finger food to share.
 - Penny & Mack will set up tables outside and, if needed tables inside.
 - See below for fund raising activities during this day

B. Fund Raising – PLANS AND ASSIGNMENTS

- Purpose– to fund pool toys for kids plus support for water aerobics and other pool enhancements. The goal is making the pool more inviting to even more Cape George members.
- Penny will announce the fund-raising events in the newsletter.
- Money Collection – TASKS
 - Marta will order blue donation box asap . It will have a pocket for envelopes. She'll work w/ Terri to get it mounted by Donnie
 - Checks **MUST** be written to Cape George Social Club w/ "Pool" in the memo line
 - Linda M. will create envelopes w/ stickers that have instructions for writing checks and ask if a T-Shirt is desired plus list the sizes to be circled to be circled by donors. She will ensure they are put on the side pocket on the pool donation box.
 - Checks can be dropped off, w/ or w/o the pre-written envelope, in donation box at pool or at the office. If at office, Terry will put in a "Pool Donation Folder or Envelope."
 - Patty D. will pick checks/envelopes up at office and at pool. They are delivered to Cassie.

 - Patty will create & keep a list of donors and, if donor wants T-shirt, will list the size that is requested.
 - Marta K. & Patty D. will work together to distribute T-shirts to the 1st 50 donors who request the sizes that are still available.
 - Robin S. will write Thank You notes to donors.

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- T-shirts – Kris Edwards donated 50 and they will be printed with a drawing created by Sandi G's children..
All posters, envelopes, articles etc. make explicit that T-shirts are available, by request, to 1st 50 donors
- Publicity – advertise everywhere, as often as possible per Penny.
 - Posters to be printed with color: Linda M. will get 4 printed in 11 x 16" for bulletin boards near each neighborhood's mailbox.
 - She will also print some 8.5 x 11" posters for lesser bulletin boards. Penny will print & place extra posters & post at mailboxes. Sandi G. has sticky stuff that might help Penny with this.
- Party Day – May 14
 - A Donation Box will be placed at hot dog stand & on wine table.
 - Guests will be asked to bring their jars of small change.
A small pool will be set up for the jars to be put into.
John G., Linda M & Kris E. will coordinate this.
 - Lee Jensen will roll any change that is acquired so it can be deposited in the bank.

C. Bathing cap contest – 2 entries so far.

Penny will post again in newsletter.

Patty will announce it at several Water Aerobics sessions.

Linda will announce winners during May 14th Adult Party

D. Paint Benches – Penny & Kris will do this when they have time

E. New faucet for outside bathroom – may have been ordered.

It's needed b/c it may have helped create recent water backups.

F. New manager not in place to begin pool deck repair - unchanged

G. Suggestion/Donation Box - Marta K. will order asap

3. New Business:

A. Pool chemicals volunteers – 10 persons.

Some willing to learn but not all willing to fill in when Donnie is out.

B. Barbara Glenn & Susan Nivert cleaned the pool windows.

C. Windows at parking side of pool failed. Request for replacement needs to be submitted by sometime in summer for 2023 budget.

D. Pool Noodles – group approved purchase of 8 by Marta K. for \$4.00 each at Don's Pharmacy.

E. Clock at pool not working – it runs backwards.

Sandi G. will look int replacements.

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- F. Other-how are we doing? - not directly addressed.
- G. Next meeting will be April 26 at 3pm. It's early to tie up loose ends for Fund Raising and for the April 14th events.
At that meeting, it will be decided whether our standard 1st Tuesday meeting in May is needed.

**Cape George Water Advisory Committee
Meeting Report April 5 2022**

The meeting was held at 4 PM April 5, 2022, in the Clubhouse. Present: Acting Cape George Manager Terri Brown, Water Manager Jose Escalera, Carl Berger, Thad Bickling, Scott Carpenter, and Chair Marty Gilmore.

Approved vendors for the tank farm telemetry system and for the diver who will inspect and clean the tanks have been notified and we are waiting for scheduling.

Terri will review insurance in place and will determine the extent of coverage for the water system.

The committee will develop educational materials for individual homeowners about plumbing Cross Connections and the compliance requirements for those who have cross-connections. The community currently has 548 connections to the water system and 64 identified cross-connections. The materials will be included in the package of documents that is sent to all Cape George owners in June.

Cape George will ensure that its own cross connections are tested annually as required by law.

The committee reviewed Cape George Rule CP08, Water System, and developed a proposed addition to CP08a, the Water Connection and Use Permit Application. The proposed addition clarifies the division of responsibility between Cape George and the homeowner for water supply to residences. An additional clarification regarding cross-connections will be developed before revised CP08a is submitted to the Board for approval.

Rule CP08, Water System, was last revised in 2019.

Terri has directed that all water blowoff pipes and hydrants be cleaned and re-painted this coming summer. Blowoff pipes will be painted blue for identification. Hydrants will retain the same color on top to indicate hydrant flow capacity.

The next scheduled meeting will be Tuesday, May 3, 2022, at 4 PM in the clubhouse.

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2022 April 5 Workshop Committee Meeting Minutes

Meeting began about 9:20 AM in the workshop.

Attendees: Mike Lapointe (chairperson), Paul Serafin, Dow Webber, Nick Muzik, Bill Hamilton, Tom Cawrse, Jim Bodkin, Sam Melton, George Martin, Mark Thayer

Salmon BBQ:

- Event will be held in late September on Saturday the 24th. Time of day TBD.
- Set a limit of 170 tickets, and a serving window of 2 hours, to limit load on grill crew.
- Severe burn bans, as experienced in 2021, are likely to recur. This means propane cooking. We could rent large propane grills as we did in 2021, at a cost in the area of \$300. George discussed constructing a propane insert out of commercially available burners. Sam pointed out that the cast iron burners used in the crab shack sometimes fail in periods as short as three years. If that failure is due to weathering, any insert would have to be removable to prevent premature failure. The cost of such an insert is not yet determined. If the insert were available for the larger community, perhaps the cost would not have to be borne by the Workshop Committee alone.
- Bill proposed that this year, sides be provided with the salmon - no potluck. This idea was very popular. Perhaps some sides could be provided by volunteers, as has occurred in the past. Several people suggested Costco for sides. The price of tickets could reasonably increase slightly to compensate, as attendees feel they are getting something tangible for their money.
- Hiring a band is of interest, but it's not considered a requirement. Spending a lot of money for a band isn't compelling. Mark opined that a cheap band is not worth the price, good bands cost. George recommended a rockabilly band he knows and will send a link to their music.
- Regardless of whether a band is hired, a public address system is valuable to communicate with people to provide information. An emcee can help engage people.

Table saw is closer to working; motor is repaired. Some re-assembly required, which will hopefully be completed next Tuesday.

Workshop classes: Multiple members have expressed a desire to learn how to use tools in the shop. Generally speaking, an informed tool user is a safer tool user than an ignorant one. Mike is interested in having classes, and even teaching introductory classes. George remarked that teaching people how to use the tools could present a potential liability for Cape George, and that this problem prompted the board of trustees to prevent kayaking classes from being taught in the past. On the other hand, there is a longstanding policy of a liability waiver for workshop use, so perhaps it is not impossible. Mike will make inquiries.

3D printing is a technology that is new to many workshop users, and the workshop currently has no 3D printing capability. However, the county library has a 3D printer available to library patrons who know how to prepare computer files for it. Teaching members how to prepare computer files entails no risks save puzzlement and boredom, and so Mike asked for volunteer students for a trial class to see whether it was useful enough to offer to the wider community. Bill, Tom, Paul, and Dow volunteered.

The meeting ended around 10:15.

Minutes