

Annual Meeting of the High Valley Membership  
May 26, 2013  
High Valley Country Club  
P.O. Box 427  
Packwood, WA 98361

The annual meeting of the High Valley Membership was called to order by Board of Trustees President Susan Duncan at 1:05 p.m.

A quorum was declared with 62 members present.

### **Introductions:**

#### **Tellers:**

**Annual Meeting:** Sandy Conklin, Mary Anderson, Leslie Llapitan & Lois Kreshak

**Ballot Counting on May 20<sup>th</sup>:** Lois Kreshak, Evie Pippitt, Darlene Cartwright, Shirley Botsford, Susie Putman, Nancy Wyatt

**Current Board of Trustees:** David Cartwright, Bob Conklin, Susan Duncan, Johnny Emtman, Westa Harris, Toni Just, Jarl Peterson, Dennis Riebe Dude Sinkey.

**New/Re-Elected Trustees:** Ernie Enz, Dennis Riebe and Toni Just

- A letter from Enz was read thanking the membership for their votes and stating his commitment to HVCC.

**Employees:** Rick Jenkins – Operations Manager, Koeta Imhof - Bookkeeper, Amanda Meekhof - Clubhouse Manager, Randi Halverson – Water Manager, Keith Schroeder – Greens Keeper, Marvin Hagman – Pool Manager

**2012 Annual Meeting Minutes** – approved by the Board at a regular meeting and are posted online.

#### **Treasurer's Report** – Cartwright

- An in-house audit was completed and no discrepancies were found. By completing audits in-house HVCC saves approximately \$5000. Once every 5 years we are required to have a CPA conducted audit.
- In regards to the budget: We are spending all that comes in with no back up funds.

**President's Report:** President Duncan thanked the Board members, past and present, for their countless hours of volunteer time and service to High Valley Country Club.

### **Operations Report – Jenkins**

- Thanks were given to our veterans for their service and a synopsis of a war survival book written by HVCC member Howard Burke was shared.
- HV 6 had a water outage for a few hours on Saturday, but repairs were made quickly thanks to Randi.
- A water emergency is defined as no water in the house or breaks that cause “gushers”, not small leaks or leaks in water boxes. Leaks in water boxes, if minor, will be repaired as meters are installed.
- Meter hook ups are moving along with between 200 & 250 completed to date. The bulk of the parts have been purchased. As installations progress interruptions to service will be kept as minimal as possible.
- Because of the failure of the pump on well #5, a fifteen-year-old pump, a new pump was purchased. A plan is being considered to put the pumps on a replacement cycle so that the expense can be planned for and future failures avoided.
- If members see water standing where it shouldn't be (in the middle of the street or a puddle when there hasn't been any rain) please report it to the water department. A recent leak discovered at a residence saved HV 10,000 – 15,000 gallons of water per day since the valve was turned off.

## **TRUSTEE'S REPORTS**

### **Water – Harris**

- Water usage since January 1, 2013 is 1,160, 219 gallons.
- Please remember to conserve water whenever possible.
- If you need help turning off your water for the winter please call the HV maintenance department for assistance.
  - Member Pearsall asks if once all the meters are installed will dues be billed by meter or by lot. President Duncan clarified that dues will continue to be billed by lot and that can only be changed if passed by a vote, per the Articles of Incorporation.
  - Member Melton inquired as to the schedule of installation of water meters. Operations Manager Jenkins states that he isn't sure where they will move to once HV 9 is completed – but will have all meters installed by January 2017, the state's deadline.

- Member Ragan asks if the consequences for not having the meters installed are that the state will take control of our water system. Jenkins assures the audience that the state would work with us, however, we **will** be in compliance.

### **Golf – Conklin**

- Thanks to Keith (the Greens Keeper) and his networking we have received donations of new logo flags, pins, cups and a greens mower.
- Member Andy Tudhope is making new tee blocks for the course.
- New sand has been placed in the sand traps.
- The metal bench on display by the golf door was designed by Member Al Byers and built by Packwood artist Dave Smith. There is a place on the bench for a plaque and members can purchase them to donate to the course. The cost is \$700.
  - Member Padelford asks how many golfers walk the course vs. using a cart. Imhof, the bookkeeper, states that to date approximately 72 cart stickers have been sold and that money is kept in a separate fund for cart path maintenance, upkeep and improvements.
  - Member Pippett reminds the audience that the membership voted that the fees from golf carts be used exclusively for upkeep and improvements.
  - Member Joyce Riebe stated that she had 14 carts behind her as she was teeing off on #5 and suggested that the men who play every morning at 9 a.m. not play on weekends.

### **Clubhouse – Cartwright**

- Prior to opening we had a “Clean Up” day in which several members and employees participated. Weeds were pulled, flowers planted, the extension painted, and fun was had by all! Bonnie Marshall and Evie Pippitt, from the HV Women’s Club, cleaned the kitchen from top to bottom.
- Before the “Clean Up” day an employee meeting was held to review how to use the AED, expectations for Clubhouse staff and to introduce the Employee Handbook.
- The extension at the back of the Clubhouse enabled us to bring the electrical up to code.
- While cleaning out the closet at the back of the Clubhouse to prepare for the expansion we found a lot of old memorabilia. In time it will be displayed in the game room upstairs.
- We are planning a fundraiser in which people can purchase personalized bricks, which will pave the entryway to the Clubhouse from the golf course. The bricks will be \$40 for a 4” x 8” and \$90 for an 8” x 8”.

Proceeds from the fund raiser will go to purchase a flat screen TV for the back wall of the Clubhouse which can then be used for presentations, slide shows, family movies, sports, etc.

- Phase 2 of the Clubhouse expansion will be to replace the platform and fire escape.
- Member McAlpine suggests exploring the availability of grant money to fund projects and offers to work with the trustees.
- Thanks were given to Cutter's Point Coffee for their generous donation of coffee and cups each year.

### **Pools – Peterson**

- Trustee Peterson gave a presentation to the membership regarding the needs of the pools. Currently the pools are underfunded for the maintenance needed. They were constructed in the '60's and haven't had much maintenance since the '80's. The plumbing needs work, pool vessels to be resurfaced, the deck needs coping, the fence is due to be replaced, we need sturdier furniture and we need to explore other heating options. Last year we spent \$1500 in propane to heat the pools for opening and Memorial Day weekend. From the end of Memorial Day weekend until mid-June we used 30% of our pool budget keeping the pools heated. We will need to prioritize our needs and take a vote on improvements. We have \$6000 in reserves and \$150,000 in needs.
  - Member Padelford questions the safety with the new rules and is willing to play a higher assessment to have attendants. Mr. Padelford also volunteered to be on a pool committee.
- Trustee Peterson clarified that we haven't ceased to have attendants – we've reduced staffing hours and changed the job title.
  - Member McAlpine asks if an assessment can be broken down into two fiscal years.
- The new pool operations procedures were reviewed. The swim test was eliminated and we are now following state rules.
  - Member Melton volunteered to be on a pool committee. He also states that if an assessment happens HV needs to have a plan for scheduled maintenance in all areas.
  - Member Padelford suggests fixing the pools with a loan while interest rates are low.
  - Member Pippett reminds the membership that in the past there was a request to shut the pools down after Memorial Day to save money until school got out and business increased and it was voted down.
  - Member Scheuffele asks if the changes in pool operations included a change in guest fees. Guest fees are the same as last year.

- Trustee Peterson reviewed the state law that states children 13 – 17 need to have a buddy with them or an adult. It doesn't count if there are already people in the pool. Children under 13 must have an adult with them.
  - Member Melton asks what the process will be for rowdy teens and is told that staff will take the necessary actions including the option of calling the Sheriff's Office.
  - Member Fox questions the pool being unmonitored.
  - Trustee Just agrees with the expenses relating to the pool but feels that there should be attendants and is willing to pay more in dues to have attendants.
- Trustee Peterson shares that pools licensed by the state as Limited Use Pools, which our pools are, are not required to have pool attendants.
  - Member Ragan states that she dislikes the new rules and would like to see the rules revert and pool attendants reinstated.
- Trustee Peterson shares that state rules prevail.

## OLD BUSINESS

- Member Melton feels that the covenants issue should have been brought to the entire membership last year versus being discussed at the Annual Membership Meeting.
- Member Ragan reminds the audience that last year the board was blindsided regarding the covenants being brought up by the President as it was done without board consent.

## NEW BUSINESS

- President Duncan entertained a motion to waive the annual CPA audit and hold the audit in-house.
  - Member Anderson asks when the last CPA audit was conducted and is told 2 years ago.
  - Member Mary Weis makes a ***motion to waive the annual CPA audit and do it in-house.*** Motion seconded and carried.
  - The 2013-2014 budget is reviewed and discussed.
  - Member Jennings ***moves to approve the 2013-2014 budget as presented.*** The motion is seconded. Discussion: Member Melton asks why there is only a \$5000 difference in the pool budget with the move from full time to part time attendants and what is the cost difference between lifeguards and attendants. Member Scheuffele asks if the savings realized in closing the pools for two weeks covers what it would cost for attendants. It does not. Member Putman suggests closing the pool on Tuesday & Thursday to save money – and thanks the board for their hard work. Member Melton states that the group can change the

budget. Member Jennings clarifies what the budget does. Member Amidon asks about the labor increase for the clubhouse and is told that it covers increased taxes and raises.

The **motion** on the floor **carried**.

- At the last Annual Membership Meeting it was voted to stop action to establish new covenants and follow State, Federal and local laws, the bylaws and Articles of Incorporation. Changes must be made by a vote of the membership, not just those present at the annual meeting. The action taken was not on the agenda and went against the board's position.
  - Trustee Sinkey shared the history of the covenants, past votes and his interpretation of what would need to happen to have covenants reinstated.
  - Trustee Emtman shared the history of the covenants and options for reinstating the covenants. Also shared was a letter from Jack Morbeck requesting a ballot vote due to the inappropriateness of the 2012 oral vote and offering \$1000 to help with the expense of a ballot vote provided that a portion of the funds must go towards email and telephone solicitation.
    - Member Wymore states that there must be 100% ballot return to count.
    - Member Melton remembers that the membership voted to dissolve the covenants due to being told there was no money to pursue the issue.
    - Member Imhof ask who/where doesn't go by a majority vote – not 100% return.
    - Member Scheuffele suggests that ballots be given to the board to vote by proxy.
    - Member Morbeck would like to see a vote of all the members as to whether or not to have covenants and is willing to abide by that vote – a majority vote.
    - Member Yost states that he feels that the vote last year was not illegal and was done when the meeting was open to the floor.
    - Member Miller feels that we need covenants and need to enforce them.
    - Member E. Pippit feels that in all other circumstances majority rules is how votes are counted.
    - Member Wymore states that the HV needs to follow the law.
- President Duncan will ask the board to vote whether to send out a ballot to the membership and to accept Morbeck's offer.

- Member Melton feels that when signing closing papers members are agreeing to the covenants that are included with the paperwork.
- A dues increase and a one-time assessment for swimming pool repairs will be coming out as a vote to the membership.

**Open to the Floor –**

- Member Fox is opposed to no attendants at the pool.
- Member Marshall agrees with having protective covenants and that they need to be executed.
- Member Gablehouse feels the pool should be staffed full time and **moves to instruct the board to fund the pool with attendants for the 2013-2014 season.** The motion was seconded and **carried.**
- Member Melton states that the reserves cannot go to operations only and must also go towards improvements.
- Member Healy states this is her 4<sup>th</sup> year as a member and offers \$1500 towards the staffing of pool attendants.

The meeting adjourned at 4:41 p.m.