

March Minutes of the High Valley Country Club

Board of Trustees

March 21, 2015

I. Call to order

President Duncan called to order the regular meeting of the **High Valley Country Club Board of Trustees** at **9:07 a.m.** on **March 21, 2015** in the **High Valley Clubhouse**.

Roll call

Trustees Present: Bob Conklin, Susan Duncan, Ernie Enz, Mike Hayes, Jarl Peterson, Dennis Riebe

Trustees Absent: Johnny Emtman

Employees Present: Rick Jenkins, Koeta Imhof, Amanda Meekhof

Guests Present: John McAlpine, Bill Rice, Judy Ashley, Jan Anderson, Toni Just, Dude Sinkey, Larry Fale, Charles Kline, Mike Claus, Deanne Davidson, Tom Miller, Koeta Imhof

II. Quorum Declaration: With 6 trustees present, a quorum was declared.

III. Reminders: Meetings are recorded and are run in accordance with Robert's Rules of Order.

IV. Approval of the Minutes: *Peterson made a **motion** to add the financial report summary to the February minutes.* The motion was seconded and carried. Conklin made a **motion** to *approve the February minutes as amended with the inclusion of the financial information.* The motion was seconded and carried.

V. Financial Report: The Financial Reports were sent electronically to the Board for their review. There were no questions from the board.. A summary of the financial report was presented by Trustee Riebe and is included below.

FINANCIAL REPORT SUMMARY

Reporting Period: 1/31/15 through 2/28/15

Account Balances:

Checking Accounts:	\$65,662.54
Water System Reserves:	\$225,630.95
Capital Improvement Reserves:	\$29,594.20
Equipment Reserves:	\$17,436.41
Pool Reserves:	\$6,010.33
Pool Assessment:	\$34,950.68
Petty Cash:	\$250.00

Income: \$36,513.79

Expenses: \$7,625.79

Net Income: \$28,888.00

Total Expenses for year vs Budget:

Expenses:	\$174,308.94
Budget:	\$251,250.00

Over/Under Budget: \$76,941.06 Under Budget
% of Budget: 69.4%

VI. Secretary's Report- Riebe

Correspondence from members included:

- An inquiry from a member was received asking how to access the 'member's only' section of the website – *it isn't full operational at this point.*
- A member submitted correspondence regarding the property at the corner of Slalom and Holiday and shared concerns with its use and upkeep – *it is for members to use and enjoy and it is the responsibility of everyone to keep it nice. Any misuse should be reported. To either or both the Lewis County Sheriff and/or the Property Committee.*
- A suggestion to change the time of meetings to make it more convenient for people to attend – *The bylaws only refer to the meeting time for the Annual Membership meeting. The times for the monthly meeting is up to the Board and members to determine. If any member has a time that would be better, the board is receptive to its consideration.*
- A member provided correspondence with several topics:

*Bylaws should be changed to state that new Board members receive a professional orientation and be removed if they don't follow the process – *a good suggestion and ideas for a professional to conduct the training are welcome. The member was encouraged to provide the name of a professional for consideration. The Articles of Incorporation contain the process for removing Board members.* * Resignations were received at the last meeting and nothing was included in the minutes as to why people resigned. *The Board accepted the resignations – one was primarily for health reasons and two were due to an inability to work with the Board and key employees.* * Not sure the water shut off policy is legal – *the Board has researched this topic to ensure its legality.* * There should not be a question/answer session after the meetings without minutes being taken – *the Board stays to converse with members – no business is conducted.* * The original covenant documents have been reviewed and are not legal or binding – *Legal counsel was consulted and it was determined that the 1991 Covenants are legal and enforceable. These covenants are currently in affect.* * The Board needs to follow the RCWs and having the financial report read from a laptop appears dishonest – *the Board endeavors to support and follow all laws, articles of incorporation, By-laws and the wishes of members.* * Some Board members need to resign.

- A member shared that they don't trust the Board and can read between the lines – *There are currently two unfilled positions...please apply!*
- A member shared suggestions of ways to keep the membership informed: based on research of other Home Owner's Associations: Use the web to share HVCC business only with members; Attach member's correspondence as appendixes to the minutes; Share letters to the board in the Member's Only section; share the electronic recordings on the website in the Member's Only section – *The Board appreciates these suggestions and is exploring all the options for keeping members well informed.*

- A member suggested increasing golf and pool fees, have a monthly get together and charge \$5. *The fee increases will be considered and a monthly get together is an exciting idea that will be pursued.*

VII. Member Comments:

Toni Just – Likes the idea of a monthly get together - Has no hard feelings towards the Board - Feels behind scenes activities happen and all have a right to know what is going on.

Bill Rice – It is tough to reach all of the membership; website should all be ‘members only’, communication is lax – let the members know what the issues are so they can help.

Judy Ashley-Rice – Local businesses are putting up new electronic signs in town and perhaps HVCC should join in to share in the costs.

Jan Anderson – PIC, Blanton’s and Ace Hardware are all purchasing signs.

Dude Sinkey – Submitted a written request for the January 2013 Pool Contractor’s Bids and the Health Department Reports and has only gotten the run around & refusal – *Legal Council was consulted and board was advised that not everything is open to member review.* How did the pool costs inflate from 2013? *Jarl Peterson will explain after the meeting.*

Larry Fale – Suggests using volunteers for getting some jobs and projects completed. Dude is missing the point. The scope of the work for the pool project expanded after January 2013. We, as HVCC members, should all grab the rope and pull in the same direction.

Deanne Davidson – Interested in the website.

Koeta Imhof – Agrees to the need to do more activities together, the Board does a great job and they are all volunteers, let’s be positive and get along.

Riebe made a **motion** to *adopt the agenda as amended.* The motion was seconded and carried.

Department Reports:

1. Operations Report – Jenkins

Water – repaired a main break in HV 4, repaired a flush pipe, well levels are down but not a concern at this time, the water pit cover was rebuilt, working on the Consumer Confidence Report for the newsletter, as required by the State.

Pool – 3 contractors have provided bids for a bathroom remodel. It may not happen prior to the end of the season. The landscaping is ready to start – being done by Helping Hands. The pool contractors are back to work.

Clubhouse – no concerns

Golf – need a replacement overhead door for the shop. The existing door is falling apart and is not functional as is.

Riebe made a **motion** to *replace the door on the golf shop with a non-insulated metal overhead sectional, manual door*. The motion was seconded and carried.

The greens mower is back – repaired and serviced; the reels have been sharpened for the last possible time. The greens mower has a bad cylinder and will cost about \$350 to replace.

Keith returns mid April.

Using a spare net and will try to make it work.

Has been working on the budget.

3. **Budget** – Peterson

Enz made a motion to send a ballot out with the April newsletter asking for a \$50 dues increase with an explanation letter attached. The motion was seconded. The motion was withdrawn.

Enz will give a presentation at the Annual Membership meeting regarding the need for a dues increase.

Peterson made a **motion** to *present a budget of \$242,800 @ the Annual Meeting for the 2015/2016 operating budget*. The motion was seconded and carried.

4. **Pool** – Peterson

Peterson made a **motion** to *send a ballot to the membership requesting permission to spend already collected pool assessment monies to repair both pool restrooms for no more than \$25,000*. The motion was seconded and carried.

5. **Golf Report** – Conklin

The bathrooms are open and the course is shaggy due to the warm, mild winter.

Conklin made a **motion** to *have the greens keeper begin work at the beginning of April*. The motion was seconded.

Riebe made an amendment to the motion to include: as long as the funds for the Greenskeeper do not come from the pool fund. The motion was seconded and carried.

Trustee Peterson announced that he had to leave the meeting for another appointment.

The business portion of the meeting was closed for lack of a quorum.

2. **Water Report** – Enz

1,199,425 gallons of water have been used this last month; looking good so far; getting a list of who has made payment arrangements and will then proceed with turning off water. There are 298 meters left – might need a helper, but could finish in 20 weeks. Rick will advertise for a helper.

6. **Clubhouse** – no report
7. **Property Committee** – The insurance broker verified that volunteer members who work on HV Committees are covered under HV's Liability insurance policy.
8. **Reserves Analysis** – Riebe

Needs to provide the Reserves Consultant with a copy of the proposed 2015-2016 Budget by 4/15/15.

VIII. Old Business/Action Pending

Future Planning and Goals – Peterson

Send ideas to Peterson, Hayes will assist in this project and take over if needed.

Adjournment

President Duncan adjourned the meeting at 12:18 p.m.