

# ***April Minutes of the High Valley Country Club***

## ***Board of Trustees***

***April 20, 2012***

### **I. Call to order**

**President Duncan** called to order the regular meeting of the **High Valley Country Club Board of Trustees** at **9:00 a.m.** on **April 20, 2012** in the **High Valley Clubhouse**.

### **II. Roll call**

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

**Trustees Absent:**

**Employees Present:** Rick Jenkins, Koeta Imhof, Amanda Meekhof

**Guests Present:** Ernie Enz, Don Kreshak, Carol Plumlee, Jan Anderson, Jim Shook, Mark & Sandy Hoffarth, Richard Gribick

### **III. Approval of the Minutes:**

- Conklin made a **motion** *to approve the minutes from the March meeting w/ changes*. Motion seconded and carried.

### **IV. Reports:**

#### **A. Financial:** Imhof

- The audit found that we owed \$850.28 for 3 years taxes on interest income. No interest or penalties were charged.
- Questions were answered regarding the report.

#### **B. Operations Report** – Jenkins

- The storage room is complete, there were two OSB boards left over and they will be sold at cost.
- Keith is back to work on the golf course.
- The water department is looking for a leak in HV 8.
- HV 9 has about eight meters left to install.
- The repairs on the 1-ton are completed and it is running well.
- Members Burke and Foster have indicated that they want to purchase metal benches. (See Golf Report for more info)
- Plans are in the works to sell the old greens mower. If no buyer is found it will be dismantled to save any useful parts and the balance will be scrapped.
- An aerator or sprayer for liquid fertilizer is suggested as additional equipment for the golf course.

- The proposed budget was passed out for review and will be discussed in New Business.

**C. Water Report – Harris**

- 2, 742, 466 gallons of water were used in March.
- The water reduction tips from the April Newsletter were helpful.

**D. Golf Report – Conklin**

- Plans are in place to top off the sand traps.
- A local individual is making custom, metal, powder coated benches that members can purchase for \$695, with a plaque, to place at each tee. The Women’s Club is purchasing one for outside the clubhouse. There has been a lot of interest from the membership already. Hopefully, we will have one to display at the annual meeting. There is no cost to the HVCC members for this project.
- Clarification was made that the cart path-paving project is in the information gathering stage only so that a plan can be presented to the membership at the annual meeting. At this time there are no HVCC funds being expended on this project.

**E. Clubhouse – Cartwright**

- The storage room expansion is complete; the electrical panel is with in code. The project has passed county inspection and came in at \$4,600 which is less than expected.
- Members David and Becky Sipes generously donated a chest freezer for the clubhouse to replace the current ice cream freezer. The smaller, older freezer will be sold for \$100.
- Spring Clean Up is still on schedule for May 4<sup>th</sup> from 10 – 3 and all volunteers are welcome! Lunch will be provided.
- A brick fundraiser is being explored to pave the section from the sidewalk to the cart path. Two samples were shared. Riebe will draw up a design for the pattern that the bricks could be placed in.
- Payment has not been received for the clubhouse window that was broken last summer. Imhof will send the lot owner a bill and their privileges will be suspended until their account is current.
- The jukebox plays but doesn’t change records on its own yet.

**F. Pool – Peterson**

- Several (at least 5) contractors have been met with to find out what is the most important need in the pool area. The results have brought more questions than answers. The estimates will probably be very different between contractors. Due to the water loss in one of the pools it will be difficult to make a proposal with a definitive amount until we know more about the plumbing issue.
- Costco has some nice pool furniture, which might be the best option in terms of cost and durability. Guest Anderson suggested contacting the Costco office in Issaquah to see if they can cut the cost and if they will send the order to the closest store. She will send the contact information to the board.

- In exploring options to heat the pools and save money has found that a heat pump may offer a 4:1 savings on energy. This is encouraging information.
- A committee will be convened to assist in putting together a proposal for the annual meeting to bring the membership up to date. To date John Anderson and Dennis Riebe have volunteered to join the committee.

#### G. Property Committee – Emtman

- It has been a quiet month.
- A list of phone numbers for members would be helpful when there are issues to address. Jenkins shared that a lot of the numbers we have were gathered when the survey went out regarding and assessing the need for backflow filters.
- A letter from member Morbeck was read addressing the covenants issue and the direction the board is going regarding that issue. At his request, the board will bring the question to the membership at the annual meeting and let the membership direct the board on how to proceed.

#### V. Old Business

A draft of the Employee Training Manual was shared. The board was asked to review and return suggestions and comment to President Duncan. The booklet should be complete for the employee meeting on May 4<sup>th</sup>.

#### VI. New business

- The proposed 2013-2014 Budget was reviewed and discussed. It was noted that there are no funds in the budget for a big screen TV for the clubhouse and it will be purchased through fund raising efforts.
- The dues have not been raised since 2008 and the cost of operating keeps increasing. The board discussed the need to request an assessment for this year to meet the budget and a dues increase for next year to meet future budgets was discussed. Our By-laws state, the budget must not exceed the amount of income that is received. This year's budget was trimmed to meet this requirement, causing some reductions in the services that HVCC provides. There is concern among some board members that we do not have a sufficient reserve in our water and pool funds to pay for major emergencies.

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Conklin made a **motion** to approve the 2013-2014 Budget as it stands corrected. The motion was seconded and carried.

Just made a **motion** to approve the 2013-2014 Annual Meeting agenda with the correction of dates, addition of dues and assessment and removal of Reports from Special Committees. The motion was seconded and carried.

Riebe made a **motion** to amend the motion regarding the Annual Meeting agenda to add the Operations Report. The motion was seconded and approved.

- The topic of Family Passes was tabled until the May meeting.

Riebe made a **motion** *that communication directed to High Valley & the Board must go through the High Valley website or email.* The motion was seconded and carried.

- It was discussed that email that is sent to individual trustees will not be acknowledged. All emails must be sent to [highvalley@lewiscounty.com](mailto:highvalley@lewiscounty.com).
- The board discussed adding a chat room to the website in the past and still feels that it would not be advantageous as a solution based focus.
- Comments on the meeting minutes are appreciated and will be presented at the next meeting. Members are encouraged to attend the meetings.
- Clarification was made that the board president signs the tax returns.
- Emails sent between board members are for discussion purposes only and are not to be shared with the public/membership. All business will be conducted at the board meeting.

## **VII. Guests Comments**

- Guest Mark Hoffarth shared that he feels the board is doing a great job and he sees and appreciates the great job HVCC does operating within budget.
- A thank you card was received from Shirley Lucas for the gift card the board gave to the employees as a sign of appreciation.
- A member wrote to the board requesting a dues refund because her home is now in foreclosure. The secretary will reply and explain that HVCC doesn't issue refunds.
- A benefit Spaghetti Feed to help Richard Blue will be held on May 10<sup>th</sup> at the Fire Hall.

## **VIII. Adjournment**

President Duncan adjourned the meeting at 12:10 p.m.