

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

## ***Board of Trustees***

**April 18, 2015**

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

**Trustee Riebe** called to order the regular meeting of the **High Valley Country Club Board of Trustees** at **9:00 a.m.** on **April 18, 2015** in the **High Valley Clubhouse**.

### **II. Roll call**

**Trustees Present:** Bob Conklin, Ernie Enz, Dennis Riebe

**Trustees Absent:** Johnny Emtman, Susan Duncan, Mike Hayes, Jarl Peterson,

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

**Guests Present:** Joe & Janet Cole, Evie Pippett, Toni Just, Jn Anderson, Judy Ashley-Rice, Bill Rice, Helen Kelleher, Dana Stiechen, Judy Hodgkins, Larry Carpenter, Clare & Bob Acker, Becke Isbell, Norman & Helen Gilleland, Nancy Webber, John & Pat Engstrom, Jack Foster.

**III. Quorum Declaration:** There was not a quorum.

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

**V. Approval of the Minutes:** The approval of the March minutes was tabled until May do to the lack of a quorum.

**VI. Financial Report: The Financial Report was shared electronically with the Board and verbally summarized and shared by Trustee Riebe:**

Reporting Period: 3/1/15 through 3/31/15

#### **Account Balances:**

Checking Accounts:	\$63,022.18
Water System Reserves:	\$225,630.95
Capital Improvement Reserves:	\$29,594.20
Equipment Reserves:	\$17,436.41
Pool Reserves:	\$6,010.33
Pool Assessment:	\$30,592.72
Petty Cash:	\$250.00

**Income:** \$43,728.00

**Expenses:** \$12,842.07

**Net Income:** \$30,885.93

#### **Total Expenses for Year vs Budget:**

Expenses:	\$188,125.65
Budget:	\$250,950.00
Over/Under Budget:	\$62,824.35 Under Budget
% of Budget:	75.0%

## VII. Secretary's Report- Riebe

Correspondence from members included:

- A member inquired how someone got their mailing info to solicit money. *The RCW's state that we must provide to members who request it and HV has no control over what is done with the information.*
- Two other pieces of correspondence were received and the Board is working on replies.

## VIII. Member Comments:

**Evie Pippett** – The letter in the mail didn't say who from the Board was terminated and the names should have been included.

**Toni Just** – Clarifies she was not terminated – resigned due to health issues.

**Jan Anderson** – Announced that the Mountain Festival is the first weekend in in May.

**Dana Steichen** – A neighbor of his parents has a meter that was installed incorrectly and he is afraid it will freeze and break or get run over. The property owner is Donna O'Claire. He also is willing to sign an L & I waiver and donate a week of free labor this summer to assist in meter installation. *Told that installation problem will be passed onto Rick. Told that his offer to assist in meter installation is very much appreciated and will be passed onto Rick.*

**Judy Hodgkins** – Wants to clarify what defines "fowl" or a barnyard animal. *Was told that it is best to send any questions such as this to High Valley, where they will be distributed to the appropriate individual and an answer to the question will be given.*

**Larry Carpenter** – Is interested in filling one of the available Board positions. *Thank you for volunteering. Was told to please send a resume or Bio to High Valley where it can be distributed to all of the board members for consideration.*

**Evie Pippett** - is interested in filling one of the available Board positions. . *Thank you for volunteering. Was told to please send a resume or Bio to High Valley where it can be distributed to all of the board members for consideration.*

**Becke Isbell** – is renting to own a place and would like to find out about fire pit regulations. *Was advised to check with the county or fire department for governing regulations.*

**Nancy Weber** – When does the fiscal year run? *5/1 → 4/30*; Clarify how funds from the pool assessment are used, if fixing the bathrooms were on the 1<sup>st</sup> ballot *Told that the bathrooms were not included in the approved ballot but that a new ballot to include bathroom rehabilitation is coming out with the newsletter*; Are the minutes reviewed during external audits? *No, only financials are reviewed during audits.* Suggests including minutes from regular and executive meetings in audits.

**Jack Foster** – There is a triangle of land near the former driving range that was discovered during a recent survey and it is believed to belong to HVCC. He would like for HVCC to quick claim it to him and he would pay all associated costs. *Trustee Conklin with explore alternatives.*

**Toni Just** – asks about the unanswered correspondence – *One is a request to view the financial records – off site – and the Board is researching the proper process. The other is a question regarding the 2008 dues increase and the reply is being finalized.*

**Agenda Approval:** The agenda couldn't be approved due to the lack of a quorum.

### **Department Reports:**

#### **1. Operations Report** – Jenkins (Submitted in writing and read by Trustee Riebe)

##### **Water:**

Completed Consumer Confidence Report, & Water Use Efficiency Report, as required by the State of WA.

Repaired/Replaced rusted, leaking pipe on storage tank in Well #5.

Dug up water service for new member lot, buried and hard to find.

Meter parts inventory & Bid sheet from HD Fowler for the installation of 200 plus more meters this summer. Approx. \$35,000.00 (ordered)

##### **Golf:**

Installed new Hydraulic Cylinder on Toro fairway mower.

Fixed/welded the fender and bracket on JD Tractor.

Was going to plug & sand greens Wed. but plugging machine broke down...can't find parts for old machine built in Australia. Think we have worked out a solution to make it work this season, and will keep looking for the parts needed. Plan to plug & sand next Tue. 4/21/15...Bring a snow shovel and come join the fun.....

##### **Pool:**

Finally some progress going on. Landscaping also coming along.

Bought some black chain link fence for Kiddie pool area, will get it installed before opening. And some repair work on the bathrooms yet to do.

#### **2. Water Report** – Enz

Things are looking good with the water levels. Parts are ordered, and are advertising for help. With the outlined schedule things should be done by October. Riebe shares we may need to request that members hold back on watering their landscape if things continue to be dry.

#### **3. Golf** – Conklin

We will need to replace the plugger in the future. Volunteers are welcome to come out on the 21<sup>st</sup> to help.

#### **4. Clubhouse** – Meekhof

Potluck tonight at 6, clean up day on the 25<sup>th</sup> starting at 9 with a potluck lunch.

#### **5. Pool** – Peterson – (Submitted in writing, presented by Trustee Riebe)

The contractor is confident things will be ready for opening. The landscaper is waiting on a few parts.

**6. Property Committee** (presented by Trustee Riebe)– Members can check the website for input into revising the covenants.

**7. Reserves Analysis – Riebe**

Should be completed by the end of the month.

**8. Budget** – The board has prepared and it will be in the newsletter for member review.

## **IX. Old Business/Action Pending**

**Website Update:** Areas to be included in the Members Only section: Financial, Issues, Members to Members (will go to the webmasters for approval/editing for language) and a disclaimer from the Board that the comments posted are those of the members, not the Board. Will explore if possible to post the actual recordings of the minutes.

## **X. New Business:**

**Annual Meeting Agenda** – Due to lack of quorum, will need approved at the next meeting or in a special meeting.

**Tellers for Ballot Counting:** Jan Anderson, Chuck Anderson, John Anderson, Glenda Anderson, Don Kreshak, Lois Kreshak, Bill Rice & Judy Ashley-Rice as alternate. Bill Rice is the chairman and ballots will be counted between 5/15 and 5/20. The ballot due date (5/15) will be posted on the reader board.

Bios for Board positions need to be turned in by 4/21/15 for anyone interested in filling the vacant positions.

## **XI. Member Comments:**

**Evie Pippett** – The Board does a fantastic job and doesn't hear enough thanks!

**Norman Gilleland** – Would like to run for the Board. *Thank you for volunteering. Was told to please send a resume or Bio to High Valley where it can be distributed to all of the board members for consideration.*

## **Adjournment**

Trustee Riebe adjourned the meeting at 11:08 a.m.