

May Minutes of the High Valley Country Club

Board of Trustees

May 18, 2013

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 **May 18, 2013** in the **High Valley Clubhouse**.

II. Roll call

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

Trustees Absent: Jarl Peterson

Employees Present: Rick Jenkins, Koeta Imhof, Amanda Meekhof

Guests Present: Ernie, Enz, Don Kreshak, Teresa Fox, Jan Anderson, Carol May, Lonnie Goble, Tom Miller, Bob Lyon, Clare Acker

III. Approval of the Minutes:

- Cartwright made a **motion** *to accept the April minutes as written*. Motion seconded and carried.

IV. Reports:

A. Operations Report – Jenkins

- A new router was purchased and hooked up after the old router stopped broadcasting a Wi-Fi signal.
- The expansion to the storage room is complete.
- The parking lot was cleaned up and the lines repainted.
- The BBQ grill at the end of the clubhouse was reinstalled. It had to be relocated due to the expansion of the storage room.
- There are approximately 6 more meters to install in HV 9.
- A new pump was installed at Well 5 due to failure of the old pump. Plan alternatives are being explored to start looking at a systematic replacement schedule for the rest of the well pumps.
- A leak was identified and repaired in HV 6.
- New sand (or bait) was put in the sand traps.
- The pools are filled and ready to go – heating will begin next week.
- 4 new cameras, including a monitor, have arrived and installation should begin next week.
- A back up pool maintenance person has been interviewed and hired and will begin work when the pool opens on May 24th.

B. Financial: - Imhof

- The financial report was reviewed and questions answered.

C. Water Report – Harris

- 2, 987,041 gallons of water were used in April.
- Harris made a **motion** to approve expenditure of emergency funds in the amount of \$6500 to purchase a pump for well #5 due to the original pump failing. The motion was seconded and carried.

D. Golf Report – Conklin

- A donation of logo flags, pins and cups was received.
- A member has volunteered to make new tee markers for the course with our logo on them. The only cost to us is \$200 to cover supplies. . The cost was approved by the board.
- The sand has been replaced in the traps.
- We have been approached with the question of why we do not offer open membership. If we did that would change our 501-c7 non-profit status.
- Guest Miller shared that he was not happy with the condition of the course when he arrived to play this spring and that Keith, the greens keeper, was working in areas other than the golf course. Jenkins shared that everyone at HVCC works as a team and the focus has been on getting all of the facilities ready for Memorial weekend. Keith is very knowledgeable on golf course maintenance and does a superb job with our course.
- So far 4 members have committed to donating the new metal benches with the HV logo. One, donated by the HV Women’s Club, will go outside of the Clubhouse, and the rest will go on the golf course.

E. Clubhouse – Cartwright

- The “clean-up day” was a success with many members coming to help. Some of the projects completed were weeding, flower planting, the kitchen was completely wiped down and cleaned, and the extension to the Clubhouse storage room was painted. A water leak under the kitchen sink was discovered and has been repaired.
- An employee meeting was held prior to the clean-up day which included training on the AED, a review of the Employee Handbook, and expectations for the Clubhouse employees.

F. Pool – Peterson via Duncan

- Peterson was unable to attend the meeting but will have a presentation ready for the Annual Membership Meeting.
- Guest Goble, Packwood Volunteer Fire Department Chief, shared that the AED needs to be registered with 911 services. He also shared that from a fire department perspective he feels that HV should have attendants at the pool for a quick response in case of an emergency. President Duncan will arrange for Pool Trustee Peterson call Chief Goble to discuss. Rick will get the AED registered with 911 services.

- Guest Fox questions eliminating the swim test and states that she worries about non-swimmers.
- Guest May when water aerobics can begin and was told June 15th when the pool opens.

G. Property Committee –

- Emtman & Sinkey will present the pros/cons of the covenants issue at the Annual Membership Meeting.
- A property committee will be voted on at the Annual Membership Meeting, should the need arise.
- An email has been received regarding outstanding dues and asking that finance charges be reversed. Board policy is not to forgive; privileges will remain suspended until all dues are current. The water on that property has remained on as a courtesy.

V. Old Business

- Brick fundraiser will eventually have a website where people can order their bricks. The cost of the bricks will be \$40 for a 4x8 and \$90 for an 8x8. Order forms will also be available at the desk.
- The Employee Handbook was reviewed. Riebe made a **motion** *to approve the Employee Handbook as presented*. The motion was seconded and carried.

VI. New business

- The agenda for the Annual Membership Meeting was reviewed and approved.
- Ballot counting will happen at 9 a.m. on Monday, May 20th, in the Clubhouse. Three trustees indicated that they will be present for the counting.
- Koeta has a possibility for getting flooring donated by Lowes for the game room.
- Books were ordered/received for community associations so that we can begin to build a resource library.

VII. Guests Comments

- Guest Anderson stated that she is glad to see the board becoming better educated regarding community issues and governance.

VIII. Adjournment

President Duncan adjourned the meeting at 10:45 a.m.