

May Minutes of the High Valley Country Club

Board of Trustees

May 16, 2015

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 16, 2015** in the **High Valley Clubhouse**.

II. Roll call

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

Trustees Absent: Johnny Emtman, Bob Conklin

Employees Present: Koeta Imhof, Rick Jenkins, Amanda Meekhof

Guests Present: Evie Pippitt, Larry Carpenter, Steve Levold, Norman Gilleland, Judy Hodgkins, Randy Wesselius, Dean Foley, Jan Anderson, Toni Just, Bill Rice, Dana Steichen, Jack Foster, Nancy Weber, Tom Miller

Washington State Law allows acting under emergency protocol when a quorum is not present.

Evie Pippett and Larry Carpenter were presented to the board to fill the current vacancies. The Board approved the appointment of both to the Board.

III. Quorum Declaration: A quorum was declared.

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

V. Approval of the Minutes: The March & April minutes were approved. The minutes from the executive meeting on February 21, 2015 were approved.

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

Reporting Period: 4/1/15 through 4/30/15

Account Balances:

Checking Accounts:	\$133,728.05
Water System Reserves:	\$225,630.95
Capital Improvement Reserves:	\$29,594.20
Equipment Reserves:	\$17,436.41
Pool Reserves:	\$6,010.33
Pool Assessment:	\$40,818.53
Petty Cash:	\$250.00

Income: \$77,436.85

Expenses: \$49,684.83

Net Income: \$27,752.902

Total Expenses for Year vs Budget:

Expenses: \$237,570.15

Budget: \$250,950.00

Over/Under Budget: \$13,379.85 Under Budget

% of Budget: 94.7%

VII. Secretary's Report- Riebe

- Correspondence from Mark Murdock read aloud, at his request, regarding catching a neighbor vandalizing his property. The neighbor gained access via HVCC property and Murdock wants to know how HVCC will prevent in the future. *HVCC properties are for the use and enjoyment of the members. Any illegal actions should be reported to the Lewis County Sheriff. HVCC hopes that all members respect the property rights of each other.*
- Correspondence was received from a member asking if the improvements referenced in the 2008 dues increase have been completed, and if so, why the continued increase. *The improvements, minus the golf netting, have been completed the water meter project is continuing. The dues increase and special assessment were for a number of items including special projects along with an operations increase for maintenance of High Valley Facilities.*
- An email chain that began in January 2015 and concluded in May 2015, received by member Norm Gilliland was read aloud, per Norm's request, which included requests to have members of the board removed for no confidence and for the release of the Operations Manager and Bookkeeper from employment of HVCC due to failure to perform duties.

VIII. Member Comments:

Member Pippett – feels that dogs should not be allowed on the golf course.

Member Gilleland – having trouble getting minutes from the website and accessing the Member's Only section.

Member Foley – feels the water reserves need to be higher

Member Rice – wonder's why the covenant information is not on the ballot after all the work the Property Committee put into it.

Member Foster – Restates desire for the triangle piece of property near his property signed over to him. He is willing to pay all costs. If the property is not signed over he will be forced to file an Adverse Possession Claim.

Member Miller – The water reserve amount seems to be based on replacing the whole water system and feels it should be based on replacing a percentage of the system.

IX. Agenda Approval:

Trustee Pippett made a **motion** to approve the agenda as presented. The motion was seconded and carried.

X. Department Reports:

1. Operations Report – Jenkins

Golf: The plugging machine brock down and has been limping along with Randi's babying. A new machine is between \$8-15 thousand. We may need to consider renting a machine since we only use it for about 10 hours per year. Repairs have been made on the tractor and mowers. The extra net being used isn't as wide as the old net, but should suffice. If not, there is a back up plan in place. The greens mower has a hydraulic problem and will need new reels before next season. The new door has been in stalled on the shop and works great. A member has a sprayer and tank that we can rent to spray for broadleaf weeds and might be less expensive than what we've been using. Will be checking into licensing requirements.

Water: Checking prices for the next round of parts; has received two applications for a helper.

Pool: The bathrooms didn't fair well over the winter and had to remount a sink and work on a shower; the pool around the kiddie pool is up; the grain line behind the landscaping is plumbed; the new reel an covers are being readied, should have water in the pools by the weekend; need to put in a foot washing station; need 2-3 wireless security cameras. Marvin has paint to donate for the trash enclosure if we want to paint it.

2. Water Report – Enz

Use is a 1,861,000 gallons – a little over last year. We are looking at dry year so conservation will be important. Planning to ask for a raise in dues – shared other organization's dues and water rates.

3. Golf – Conklin via Riebe

Looking to repair the cart approaches on the bridges; looking for volunteers to run for the Board so will not be held hostage. Riebe and/or Conklin will look at the consequences for owners not being responsible for their pets on the course.

4. Clubhouse – Meekhof

Gearing up for opening weekend – ice cream is ordered, candy has been received and staff have been briefed.

5. Pool – Peterson

The inspection had concerns – need to install a foot washing station; questions regarding aerobics participants needing a lifeguard; the furniture is in; rational on the new fence given. Should find out on the 18th if the ballot passed to repair the bathrooms.

Peterson made a **motion** to accept CTablot LLC's bid for the bathroom remodel contingent upon a favorable vote from the membership. The motion was seconded and carried.

Riebe made a **motion** to amend the previous motion to add a penalty clause for the contractor to compete the work in 17 days. The motion was seconded and carried.

Riebe made a **motion** to amend the previous motion to state the penalty be \$450 per day. The motion was seconded and carried.

Riebe made a **motion** to rescind the previous motion and 2 amendments regarding the bathroom remodel. The motion was seconded and carried.

Peterson made a **motion** to accept CTabotts bid in the amount of \$21, 560 + tax with the contract including a penalty of \$450 for every day over 17 days from 5/26/15 to complete, contingent upon a majority vote of returned ballots tat authorized using excess pool funds to remodel the pool bathrooms. The motion was seconded and carried.

6. Property Committee – via Riebe

The proposed amendments to the covenants have received zero action since the property committee resigned. Regarding the raising of fowl in High Valley – it is not allowed in our Covenants.

7. Reserves Analysis – Riebe

Provided for review of the membership.

8. Budget – Peterson

The proposed budget was mailed out with the newsletter, contained a minor error for reserves which will be clarified at the annual meeting.

IX. Old Business/Action Pending

- A. **Records Management Policy:** will be held over for the new board to review.
- B. **Future Planning & Goals:** Trustee Hayes is welcoming all ideas and would like people to email him with ideas and will have his email address added to the website.
- C. **Website Update:** The minutes will be posted in the Member's Only section and not in the open sections.
- D. **Foster's request:** The board will do some research and get back to him.

New Business:

Annual Meeting Agenda – The April Newsletter had a notice for presentation @ the annual meeting and to please send ahead. One call was received, but nothing came of it.

Peterson made a **motion** to approve the agenda for the annual meeting as presented. The motion was seconded and carried.

Tellers for Ballot Counting:

The following members have volunteered to be Tellers for the Ballot Count:

Jan Anderson, Chuck Anderson, Done Kreshak, Lois Kreshak, John Anderson, Glenda Anderson, Judy Ashley (Alternate) and Bill Rice (Chairman). Board approved.

X. Member Comments:

XI. Adjournment:

President Duncan adjourned the meeting at 12:15.