

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

## ***Board of Trustees***

**June 15, 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 **June 15, 2012** in the **High Valley Clubhouse**. President Duncan reminded the Board and Guests that the meetings are recorded and will follow Robert's Rules of Order.

### **II. Roll call**

**Trustees Present:** David Cartwright, Bob Conklin, Susan Duncan, Ernie Enz, Toni Just, Jarl Peterson, Dennis Riebe, Dude Sinkey

**Trustees Absent:** Johnny Emtman

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

**Guests Present:** Jim Shook, Sandy Conklin, Michael Claus, Hope Ernst, Teresa Mickey

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

- Just made a **motion** *to accept the May minutes with corrections*. The motion was seconded and carried.

### **IV. Reports:**

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

- The financial report was passed out and any questions will be clarified at the July meeting when Imhof is present.
- It was noted and is appreciated by the board that Imhof goes above and beyond her contracted duties and hours.

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

- The rope used to hoist the golf net by the pool broke. With luck there will be a PUD truck in the area that can help fix it.
- The greens have been plugged and sanded.
- The old mower did find a new home.
- The pressure switch in Well 5 was replaced.
- Meter installation in HV 9 is complete.
- There was a water emergency in HV 8 when a dump truck hit a water box and broke the T joint.
- The next division for meter installation will be HV 4.
- The Water Department has been looking for a substantial leak in HV 8. Jenkins asks the board to remind members to be aware of water leaks and report them to the Water Department.
- Some people stopped in the Clubhouse to ask about using the name High Valley for a traveling rodeo/ministry.

The Board's position is that as long as the High Valley Country Club name and logo are not used there is no conflict.

#### **C. Water Report** – Jenkins

- D.** Water use is about two million gallons higher this year due to leaks in the water system. Our water usage normally increases during spring and summer. In May we used 4,615,595 gallons.

#### **E. Golf Report** – Conklin

- The benches have been selling well and there are only spots at two holes left.
- The new tee blocks are almost completed; Andy just has a few more to complete.
- The greens are coming back nicely from being plugged and sanded. We had many volunteers come out and help that day and really appreciate the help!
- Keith has arranged for the donation of the use of an aerator for the course.

#### **F. Clubhouse** – Cartwright

- Lowe Construction was contacted for phase two of the clubhouse addition. They will replace the emergency exit deck area, stairs and safety railing. The existing deck/balcony is rotted and not functional.
- We now have a community bulletin board in the Clubhouse where members can post ads for items they are selling, want, giving away or services they offer.
- The brick fundraiser website is up and ready for orders. There will also be order forms available at the desk. The diagram/plan for placement has been designed by Trustee Riebe.
- A flat screen TV has been donated to the Clubhouse by a friend of President Duncan's.
- A group inquired about having a greeting for a family reunion put on the reader board. It is not possible due to the poor selection of letters we have and not having enough man power to change the signs.

#### **G. Pool** – Peterson

- We must follow what we post as rules. The state regulates pool facilities and says that swimmers who are under the age of 13 must have an adult with them. Swimmers between the ages of 13 and 17 must have another person with them who is at least 13 years old. Our pool employees count as the second person for that age group. Trustee Riebe reiterated that it is the WACs that address the laws for swimmers 12 & under and 13 and over.
- Guest Mickey shares why HV began administering swim tests in the beginning. Trustee Peterson states that swim tests are not condoned by the state, leave us more liable and we must follow the law.

#### **H. Property Committee** –

- A Questionnaire will go out to the membership to see what direction they would like the board to precede regarding the Covenants Issue.

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

- Brick fundraiser update given under Clubhouse.

#### **VI. New business**

- Women's Club President Sandy Conklin shared that the date for the Bi-Annual HV Picnic will be August 10<sup>th</sup>. The Women's Club is hoping for volunteers to help with the cooking and setup during the golf tournament so that members of the Women's Club can participate in the tournament. They are hoping that members of the Board will help out. Enz made a **motion to donate \$600 for food and supplies to the HV Women's Club for the 2013 Bi-Annual picnic**. The motion was seconded. Discussion included what portion of the budget the funds would come from. President Duncan will clarify with Koeta. The **motion** carried.
- Cartwright made a **motion to change the Board Responsibility Timeline for the assignment of Trustee positions from May to June**. The motion was seconded and carried.
- Guest Shook volunteered to be on a water committee.
- The draft of the minutes from the 2013 Annual Membership meeting was reviewed and is ready to be posted for comments by the membership.

- There was a suggestion via email to have a Sergeant at Arms at the annual meeting in the future. Trustee Enz suggests a podium for people to stand at to make comments or ask questions. Trustee Riebe suggests a sign in sheet for people who would like to speak at the meeting.
- Newsletter items need to be emailed to Amanda as soon as possible for the July newsletter.
- In order for the pool budget to support the motion passed at the Annual Membership meeting the amount of money budgeted for pool furniture will be reduced and moved to salaries and the pool will be closed one day per week, Wednesday. The people leading water aerobics will unlock the gate and uncover the pool for their 9 a.m. class. The Water Aerobics people will need to recognize that there will not be pool personnel available. The pool will not be available on Wednesdays for water aerobics, due to closure.
- The ballot measure for a pool assessment of \$200 to fund the necessary repairs to the pool facility was presented. After discussion it was decided that a two-year payment plan would be acceptable and preferable. The vote will require a majority of the returned ballots to be in favor of the assessment in order to pass.
- In order to catch up with, and keep up with inflation, a dues increase is necessary. Trustee Riebe **moves for a \$50 dues increase for 2014 and then a 5% annual increase each year, beginning in 2015, and ending in 2020.** The motion was seconded and carried.
- New state law requires that Home Owners Associations conduct a Reserves Study to assess and evaluate the facilities.
  - The board will form a committee and ask for volunteers from the community to help establish a reserve fund study.
- We haven't yet purchased a recording device for the meetings.
- Amanda will research recording options and share her findings with Duncan and Riebe.
- The policy manual is coming due for revisions.
  - Riebe will take the lead for the project.

## **VII. Guests Comments**

None

## **VIII. Adjournment**

President Duncan adjourned the meeting at 12:40 p.m.