

June Minutes of the High Valley Country Club

Board of Trustees

June 20, 2015

I. Call to order: at 9 a.m. by President Duncan.

President Duncan called to order the regular meeting of the **High Valley Country Club Board of Trustees** at **9:00 a.m.** on **June 20, 2015** in the **High Valley Clubhouse**.

II. Roll call

Trustees Present: Evie Pippett, Mike Hayes, Dennis Riebe, Susan Duncan, Ernie Enz,

Trustees Absent: Bob Conklin, Larry Carpenter

Employees Present: Amanda Meekhof

Guests Present: Norman Gilleland, Clare Acker, Tom Miller, Dude Sinkey, Jan Anderson, Judy Ashley-Rice, Bill Rice, Marilyn Ewart, Greg Polonica, David Swanson, Larry Fale, Larry Wymore, John Anderson, Jack Foster, Steve Levold.

Quorum Declaration: **A quorum was not declared. (Lack of required 6 trustees in attendance)**

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

IV. Approval of the May Minutes: No comments. No approval due to lack of quorum.

V. Financial Report:

FINANCIAL REPORT SUMMARY

Reporting Period: 5/1/15 through 5/31/15

Account Balances:

Checking Accounts:	\$149,026.59
Water System Reserves:	\$225,630.95
Facilities Reserves:	\$53,040.94
Pool Assessment:	\$4,406.14
Golf Cart Fees:	\$2,603.24
Petty Cash:	\$250.00

Income: \$64,733.24

Expenses: \$23,433.46

Net Income: \$41,299.78

Total Expenses for Year vs Budget:

Expenses: \$23,433.46

Budget: \$247,300.00

Over/Under Budget: \$223,866.54 Under Budget

% of Budget Spent: 9.5%

- a. Discussion regarding making a policy regarding the timing of moving budgeted funds from operating budget to reserves accounts— monthly? Annually? To be revisited in July.
- b. Still seeking an auditor to to perform independent audit as approved in the annual meeting. Open to suggestions from the membership.

VI. Secretary's Report- Riebe

A. Correspondence was received from a member with two points:

- There was a confrontation between members in the parking lot following the annual meeting, what is the Board going to do? *HVCC and the Board were not involved but hope that members will conduct themselves in a civilized manner and settle disagreements amicably.*
- The allotted amount of time for members to speak at meetings, according to Robert's Rules of Order is 10 minutes. *It is within the rights of meeting organizers to establish the amount of time for speakers. Members with specific item presentations were provided the opportunity to be placed on the agenda as a specific item of business and speak at the Annual Meeting. This opportunity to speak was announced at monthly meetings and in the April Newsletter and nothing was received.*

B. Newsletter Approval: discussed; suggestions included adding an inquiry to see if there is interest in pursuing the establishment of HV being a golf cart friendly community.

VII. Member Comments:

Norm Gilliland: presented a petition on behalf of signator members for the removal of Susan Duncan.

Tom Miller : Requests the Board speak louder.

Dude Sinkey: has presented the info already concerning making a golf cart friendly community.

Jan Anderson: requests putting in the newsletter a request for people to slow down on the corner of Cannon Rd by HV 6 & 7.

Judy Ashley-Rice: There has been vandalism at the lot owned by HV in 6, someone has topped the trees.

Marilyn Ewart: wonders what can be done about the water heater sitting in her neighbor's yard.

Larry Wymore: at the Annual Meeting in 2010 it was voted that issues presented by members should be included in the minutes.

John Anderson: Randi does a good job – works hard and deserves a pat on the back; the pruning around the clubhouse looks good; the audit needs to make sure all expenditures match the by-laws to make sure we are doing the right thing; sent a letter 2.5 months ago requesting information about the budget and hasn't received it yet; the minutes should be moved to the Member's Only section of the website; received a quick reply on question regarding the well situation in HV 8 & 11; wonders if the property committee has met yet – because litigation will start between people if not

Agenda Approval: No additions to the agenda. No board approval of agenda due to lack of quorum.

Department Reports:

1. Operations Report – Jenkins (Presented by Trustee Riebe)

Pool -

All furniture put together and put on deck; Foot wash/shower station installed; Grass turf installed and watering; Bathrooms “SHOULD” be done this week. Still have the solars on clubhouse side need repair, had a blowout. Richard Blue brought bucket truck here for the repair. It broke down, will try again later; The shrubs have been sold to a member; Dumpster structure has been rebuilt and painted; Pool inspector came, all is good for NOW - Some issues on the list.

Clubhouse – Trimmed shrubs around building; New tables arrived - Thanks to Women's Club; Still need to get cameras back up to operating again.

Golf – Fertilizer for fairway has been received and put out; JD greens mower has oil leak, parts ordered; Still need to spray for broadleaf, members sprayer.

Water - A couple leaks have been repaired; new hire, Steve Levold to help with meter installs and such; need to prepare for our water system Sanitary Survey - scheduled for July 16th. We should be ready; water use is up, but normal for weather and more members here for the summer.

2. Water Report – Enz

Usage is up a bit from last year but the total usage is under the average. Last month we used 3,406,000 gallons of water; Water shut off notices were sent out to 22 members – some have made payment arrangements, 4 or 5 are occupied and have not responded. Their water will be turned off. The wells are maintaining their water levels, but we still need to be cautious of our usage. We need to come up with a plan to replace the lot number marker signs.

2. Golf Report – no Trustee report

Members shared that the golf bridges and mud hole behind the clubhouse need attention. *It was noted that these concerns would be reported to the Golf Trustee*

3. Clubhouse – Pippett/Meekhof

The Women's Club inventoried the contents of the kitchen and there are 88 silverware settings; need a crockpot, strainers, knife block and front desk. Potlucks are going well each month – at 6 p.m. on the same day as the meetings – themed with Baked Potatoes for June; New ice cream freezer and distributor going over well.

4. Pool – Peterson seeing project through – things are looking good, putting together a list of small things together needing completion; The bathroom are taking longer to complete but hope to be finished by next week.

5. Property Committee – Enz

Waiting for a Property Trustee to have a meeting. A draft Methods of Operation: Policies and procedures, was prepared by the former committee and could be utilized by new committee.

6. Future Planning & Goals – Hayes

Would like more info on the electronic reader board.

Clarification requested for what “co-tenants” in the By-Laws means regarding members – Pippett

People working the ckuybhouse desk, even if they are members, should not sign in guests since this is a private club. – John Anderson

VIII. Old Business/Action Pending

- a. Records Management – ready to be voted on in July.
- b. Web site – members only – suggested advertising a special time to help people sign up. Amanda will schedule.
- c. Foster’s Quit Claim Deed request – May need a vote of the membership with options listed, the Board will consult with High Valley’s attorney. A letter received from Judy Ashley with questions regarding the request was read aloud.

IX. New Business

Due to the lack of a quorum agenda items will carry over to the July meeting. Items discussed included:

- Conklin will stay on Board as Golf Trustee until a replacement is found.
- Need to be careful with bartering for services – especially with employees.
- Lewis County Fire Marshall has issued a burn ban that is in effect. A sign will be posted at the corner at HV 6 if it can be located.
- The State Fire Marshall enforces illegal fires/firework activity and Mike Hayes will contact him for more information.

Other Member Comments Based Today’s Meeting:

- John Anderson: Concerned about people from the outside being allowed to pay to play.
- Judy Ashley-Rice: Has signs to put on pool furniture reminding to close umbrellas when windy.

Adjournment

President Duncan adjourned the meeting at 11:15 a.m.