

CAPE GEORGE COLONY CLUB  
BOARD OF TRUSTEES BOARD MEETING MINUTES  
January 18, 1995

1. **Call To Order:** President Otto Sandberg called the meeting to order at 7:24 pm.
2. **Roll Call:** Otto Sandberg, Bob LaBonte, Bob Marett, Carol Maynard, David Aldrich, Wells Gibson, Gordon Tandy, Don Rehn and Jerry Taylor in attendance.
3. **Action on Minutes:** December 21, 1994 minutes were approved as written.
4. **Treasurer's Report:** Carol Maynard presented the monthly treasurer's report, indicating a General Fund Cash Balance of \$28,507.22.
3. **Environmental:** A discussion was held on the new landscaping plan and possible conflict with traffic to the boat ramp. A motion was made and seconded to go ahead with the plan; the motion was subsequently withdrawn. It was then moved, seconded and approved (7 to 0) that the Board liaison members for the Environmental and Marina Committees meet with the Chairs of these committees to resolve the conflict between the proposed landscape plan and parking lot/boat ramp access; the Board agrees to accept whatever solution this group agrees to. Immediate resolution is required to allow landscape contracting to proceed.
4. **Motion for the Record:** It was moved, seconded and unanimously approved that the Board delete the present full-time Cape George Manager position, effective January 15, 1995, and create a new part-time position and that the previous Cape George Manager be paid one month severance pay and all accrued vacation time payable on the termination date.

5. **Administrative Matters:**

The following AFE's were approved (7 to 0):

- a) \$687.65 to cover the printing of the new Cape George Telephone Directory.
- b) \$2400 (\$200 for 12 months) for a new office computer.

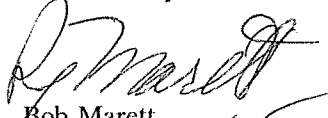
The following new members are welcomed:

Robert S. Jr. and Dorothy Felber have purchased 141 Alder Drive from the Coffees. Michele Garside has purchased Lot 23, Blk 4, Div 2 from Howard Stidham. Irvin Glushenko purchased 201 Victoria Loop from Walter Combs and Elizabeth Meiggs. Linda Rae and Peter Hiatt purchased 290 N. Palmer from William and Sylvia Thomas. Roger and Kyanne Anderson have purchase Lot 14, Blk 4, Div 2 from Doris Fuller.

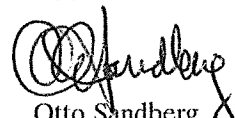
6. **Economic Planning Committee Report:** Vic Gray presented the summary report of the Economic Committee containing their findings and recommendations. Copies of the summary report and loan-out copies of the full report are available in the office. Don Rehn and Jerry Taylor also presented their assessment of general Cape George equipment, building and office status. The presentation was followed by a short period of questions and answers. A meeting will be scheduled for further discussion when members have had a time to study the reports.

7. **Adjournment:** The meeting was adjourned at 8:53 pm.

Submitted By

  
Bob Marett  
Secretary 1/19/95

Approved By

  
Otto Sandberg  
President

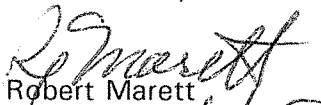
CAPE GEORGE COLONY CLUB  
SPECIAL BOARD OF TRUSTEES BOARD MEETING MINUTES  
February 6, 1995

1. **Call To Order:** President Otto Sandberg called the meeting to order at 7:06 pm.
2. **Roll Call:** Otto Sandberg, Bob LaBonte, Bob Maret, David Aldrich, Gordon Tandy, Don Rehn and Jerry Taylor in attendance. Wells Gibson and Carol Maynard were absent.
3. **Manager Applicants:** Otto provided a verbal report on the activities of the personnel committee made up of Gordon Tandy, Bob Labonte and himself. The committee has received over 15 applications, has interviewed 12 candidates and recommends that we hire Jerry Taylor for the half-time position of Club Manager. It was moved, seconded and approved (5-0) that we follow the recommendation of the personnel committee and hire Jerry Taylor. He will officially begin his new position on 1 April 1995.
4. **Lawsuit Re: Vacant Lots:** The following resolution was moved, seconded and carried (5-0). The original Corporate Resolution, signed by the Board members is attached.
  1. The Cape George Colony Club re-affirms its prior general policies and guidelines consistent with the community covenants, by-laws and guidelines that structures in the Cape George Colony are limited to suburban residences, and that structures unaccompanied by suburban residences on lots are prohibited.
  - 2) Cape George Colony Club shall temporarily defer any new legal action or enforcement procedures until a binding court order or settlement is entered into in the Roder matter.
  - 3) The Board of Directors direct that the Cape George Colony Club staff and officers meet with counsel immediately upon completion of trial court proceedings in the Roder matter to prepare and implement continued enforcement of the Cape George Colony covenants, by-laws and guidelines, consistent with the determination in the Roder matter.

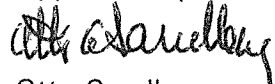
The above was voted on and duly recorded at a special director's meeting held on the 6th day of February, 1995.

5. **Administrative Matters:** Three AFE's were approved (5-0) as follows:
  - 1) Two AFE's for \$800 and \$1700 to support the new landscaping work.
  - 2) One AFE for the new water softener for the pool, which was a balance of \$2334.96.
6. **Adjournment:** The meeting was adjourned for an Executive Session at 8:36 pm. 7/ RPTM

Submitted By

  
Robert Maret  
Secretary 2/8/95

Approved By

  
Otto Sandberg  
President

**CAPE GEORGE COLONY CLUB  
BOARD OF TRUSTEES BOARD MEETING MINUTES  
February 15, 1995**

1. **Call To Order**: The meeting was called to order at 7:06 pm.
2. **Roll Call**: Otto Sandberg, Bob LaBonte, Bob Marett, David Aldrich, Wells Gibson, Gordon Tandy, and Jerry Taylor in attendance. Carol Maynard was absent.
3. **Lawsuit Report**: The agenda was changed to allow Mark Beaufait and Tom Jackson to report on the conclusion of the lawsuit involving the Roder matter. Mark reported that the Judge had ruled:
  - 1) Greenhouses and other small structures of a residential nature may be constructed on vacant lots adjoining the lot with the residential dwelling.
  - 2) Consolidation of lots by the county does not affect the original plat and, therefore, our present practice of assessing on a per lot basis.
  - 3) Construction on lots without accompanying residences is not permitted within the covenants.The court commented that:
  - 1) Stand alone structures with residences must be those related to normal residential uses, e.g., sheds for logging trucks would not meet this criteria.
  - 2) Violations of the covenants should be enforced in that inaction would endanger future attempts to enforce our covenants.Tom Jackson commented that his understanding of the court's ruling is that lot combination by the county does not preclude the board from applying Club rules to assess by lot in accordance with the plats.
4. **Action on Minutes**: The minutes of the January 18, 1995 Board Meeting were approved with the addition to the Roll Call paragraph of "In addition there were approximately 100 community members present."
5. **Treasurer's Report**: Jerry Taylor provided the financial report indicating that we have a current general fund balance of \$25,069.99. Jerry's written report, as well as all other written reports submitted to the Secretary, is filed with the original of these minutes in the Club office. *do not!*
6. **Committee Reports**: **Building**: Wells Gibson reported that 2 building permits were issued, 1 variance of height restriction was approved for Larry Williams, and Steve Simpson agreed to move his travel trailer from his adjacent lot. **Environmental**: Amy Brandon reported on the status of the new landscaping and clean-up of downed branches in the woodland area. **Harbormaster**: Dale Huselton reported on the status of Marina activities, including dock construction, clean-up, Marina Rules, dock lighting and dock safety ladders. **Marina**: Bud Critchfield reported on 2 months of marina activity, including bids to move sand and gravel south of the marina, as well as increased use of the marina. Bud also expressed appreciation to Wayne Skoien for being in charge during Bud's absence. **Membership**: Bob Marett read the new member report for the past month. The list of names is attached to these minutes. **Roads**: Erv Fortney reported that we've received 1 bid on spraying the roads and that we're expecting another bid next week. He expects that we'll spray the roads the first part of March. We have also received 1 bid on sweeping the roads. **Social Club**: Helen Ann Skowyra reported on recent and upcoming activities, including our participation in a travel club at no cost to members. **Nominating**: Dorothy Robinson (Committee Chair) reported on the formation of this committee, with members Dale Huselton, Kathryn Powell and Maitland Hardyman.
7. **Manager's Report**: Jerry Taylor requested approval of two AFE's to cover snow removal at \$632.12 and \$700 for marina dock repairs. It was moved, seconded and unanimously approved (6-0).
8. **Marina**: It was moved, seconded and unanimously approved (6-0) that the Marina Rules & Regulations be adopted. A copy is attached to the office copy of these minutes.

9. Rental Agreement: The proposed Club Rental Agreement was discussed, and it was moved, seconded and approved (6-0) that the draft agreement be sent to our lawyers for review. The letter transmitting the agreement will request information on animal control, realty agent's responsibilities and if it's possible to require a minimum of six months rental.

10. New Appointments: Dale Huselton was appointed for another year as Harbormaster starting March 1995.

11. Correspondence: Mr Fred Evan's letter of February 10, 1995 is attached as requested.

12. Announcements: The following meetings will be held at 7 pm, in the Clubhouse on the indicated dates.

1) There will be a Special Board Meeting on Tuesday February 21, 1995 to provide members with the opportunity to make comments and ask questions about the Economic Planning Committee's recommendations.

2) At the March 8 Board Study Session the Board will receive any changes to the Economic Planning Committee's recommendations.

3) At the March 15 Board Meeting the Board will finalize their recommendations to the membership for voting in April.

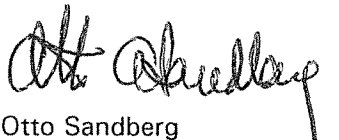
13. Adjournment: The meeting was concluded at 8:12 pm.

Submitted by



Robert Marett  
Secretary

Approved by



Otto Sandberg  
President

CAPE GEORGE COLONY CLUB  
SPECIAL BOARD MEETING MINUTES  
February 21, 1995

1. Call To Order: The meeting was called to order at 7:15 pm.
2. Roll Call: Otto Sandberg, Bob LaBonte, Bob Marett, and Jerry Taylor in attendance. Carol Maynard, David Aldrich, Gordon Tandy, and Wells Gibson were absent. There were approximately eighty members in attendance.
3. Proposed Assessment: Vic Gray presented a short summary of the Economic Planning Committee's report on the proposed assessment. After the presentation, approximately thirteen members presented their verbal comments. Much discussion involved the pool and how to fairly fund this asset. In addition, other items discussed were water growth, road maintenance, and the general fund.
4. Adjournment: The meeting was adjourned at 8:35 pm.

Submitted by



Robert Marett  
Secretary

Approved by



Otto Sandberg  
President;

**CAPE GEORGE COLONY CLUB  
BOARD OF TRUSTEES BOARD MEETING MINUTES  
March 15, 1995**

1. **Call To Order:** The meeting was called to order at 7:00 pm.
2. **Roll Call:** Bob LaBonte, Bob Marett, David Aldrich, Wells Gibson, Gordon Tandy, Carol Maynard and Don Rehn were in attendance. Otto Sandberg and Gerry Taylor were absent.
3. **Action on Minutes:** The minutes of February 15, 1995 were approved as written (6-0).

Note: All reports submitted are attached to the office copy of the these minutes.

4. **Treasurer's Report:** Carol Maynard, Treasurer, reported that the usable Gneral Fund Balance as of February 28, 1995, was \$34,396.24.

5. **Committee Reports:** **Environmental:** Amy Brandon reported on the clean-up of the common area across from the office. **Marina:** Bud Critchfield reported on marina & shop security, equipment purchase plans, dredge schedule, crushed rock placement plans in the shop area, donations to the marina and plans for their use, and year-to-date expenditures and revenues. **Social Club:** Lorrene Huselton reported on upcoming Social Club activities. **Pool:** Kathryn Powell reported on recent purchases for the pool with funds provided by fund-raising activities. **Membership:** Charles J. & Connie M. Berger, George A. Castaneda & Beverly E. Thomas were reported by the office staff as new members.

6. **Manager's Report:** Don Rehn reported on the activities of the staff, which included a major effort to clean out storage areas and pool upkeep.

7. **Old Business:**

**Assessment Package Adoption**

It is moved that a ballot be submitted to the members in accord with the following:

- 1) A measure to take road funds, when present contract work is completed, and incorporate remaining funds into the road maintenance account rather than returning those funds to the members in the amount of approximately \$41 per lot.
- 2) A measure to raise the allowable assessment from \$20 to \$33 per month per lot.

**Assessment Summary Plan for Allocation**

Add \$13.00 to present monthly assessment of \$20.00 per lot. Reduce present new building water hookup fee of \$2200 to \$500. Decrease the present operating water fee from \$14.00 per month to \$9.00 per month.

The plan for allocation of the \$13 is as follows:

- 1) Water Growth - \$3.00 per month per lot for ten years for water growth plan.
- 2) General Assessment - \$4.00 per month per lot to create operating/capital reserve.
- 3) General Assessment - \$3.00 per month per lot for road maintenance.
- 4) Pool Assessment - \$3.00 per month per lot for pool maintenance.

All funds will be segregated accounts, an independent Internal Audit Committee will be established and a Long Range Planning Committee will be formed. A plan to annualize our assessments is planned, allowing for semi-annual payment and hardship situations.

### **Cape George Area No Shooting Zones**

Jim Pickrell reported on activities relating to a new county ordinance involving the process for developing no-shooting zones around communities such as ours.

### **8. New Business:**

- 1) Animal Control was discussed and it was moved, seconded and passed (6-0) that the Secretary write a letter to the County authorizing entry of animal control personnel on to Cape George property.

### **9. Administrative:**

Two AFE's were approved (6-0) as follows:

- 1) \$730.32 from the Memorial Fund for marina security lighting.
- 2) \$1108.79 from the Bazaar proceeds for pressure washing equipment for the marina.

The Secretary placed a letter from Sheila Spears in the record to be attached to the office copy of the minutes.

**10. Announcements:** The following meetings will be held at 7 pm, in the Clubhouse on the indicated dates.

- 1) Board Study Session on April 12, 1995.
- 2) Membership Meeting for Assessment Voting on April 19, 1995.
- 3) Regular Board Meeting on April 19, 1995.

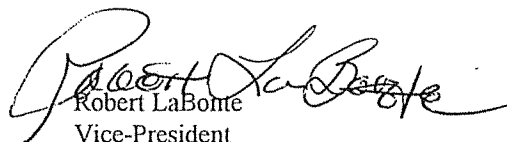
**11. Adjournment:** The meeting was adjourned at 8:06 pm.

Submitted By



Robert Marett  
Secretary

Approved By



Robert LaBonte  
Vice-President

**CAPE GEORGE COLONY CLUB  
MEMBERSHIP MEETING AGENDA  
April 19, 1995**

1. **Call To Order**: The meeting was called to order at 7:02 pm.
2. **Roll Call**: Otto Sandberg, Bob LaBonte, Bob Marett, David Aldrich, Wells Gibson, Gordon Tandy, Carol Maynard and Gerry Taylor were in attendance. Approximately 100 members were present.
3. **Assessment Vote and Report** - Esther Fortney reported the assessment vote as follows:  
The membership voted in favor of retaining remaining road funds to begin a road maintenance fund. All other measures were disapproved. Members voting were 409 with 10 ballots not being counted because the ballot signatures were not legible or they were members not in good standing.
4. **Adjournment** - The membership meeting was adjourned at 7:30 pm.

**CAPE GEORGE COLONY CLUB  
BOARD MEETING AGENDA  
April 19, 1995**

1. **Call To Order**: The meeting was called to order at 7:30 pm.
2. **Roll Call**: Otto Sandberg, Bob LaBonte, Bob Marett, David Aldrich, Wells Gibson, Gordon Tandy, Carol Maynard and Gerry Taylor were in attendance. Approximately 80 members were present.
3. **Action on Minutes**: The March 15, 1995 minutes were approved as written.
4. **Treasurer's Report**: Carol Maynard presented the treasurer's report, indicating that the general fund had a balance remaining of \$23,196.35 not including the fundraising money, which totaled \$13,902.00.
5. **Committee Reports**: **Building** report was provided by Wells Gibson indicating issuance of three fence building permits and a permit to Mary Spratt to place a mobile home on her lot at 23 Magnolia Ave. **Membership** report indicated that George Balaski, Ralph & Joyce Evalt, Phyllis Langdon, Susan Marett, Irma Noel, Virginia Rehn and Randall Widen are new members. **Environmental** report was given by Amy Brandon promoting a fundraising brunch to be given on May 6th, as well as the development of a long-range plan. **Marina** report by Dale Huselton indicated future projects, including entrance dredging scheduled for June 15th. **Memorial Fund** report, provided by Clare Lacy, was given by Ellis Slattery indicating the results of their February 21, 1995 meeting. **Nominating** report was given by Dorothy Robinson explaining that anyone wanting to run for the Board should submit a form (office has copies) to the nominating committee. People following this process will be placed on the ballot. **Rental** report by Esther Fortney indicated that the committee was close to submitting their recommendation to Bob LaBonte, Board Liaison for this committee. **Roads** report was given by Erv Fortney summarizing the Dennis Blvd. storm drain work at a total of \$32,959.35. **Social Club** report was provided by Lorrene Huselton indicating past and future club activities.



**Long-Range Planning** was reported by Carl Drow requesting Board approval of the following assignments - Carl Drow, chair; John Cooley, 2-year term; Jim Pickrell, 2-year term; Bob Forster, 1-year term; Gunnar Bersos, 1-year term. It was moved, seconded and approved by the Board that the committee be constituted as recommended. Board voted 6 in favor with 1 abstention.

**6. Manager's Report:** A verbal report was provided by Gerry Taylor including comments on the staff spraying road-sides and places where the weeds are penetrating the roads. Gerry asks anyone seeing road damage, due to weeds, to please call the office and let them know.

**7. New Business:**

1) It was moved, seconded and approved (7-0) that Orville Tostensen be reimbursed in the amount of \$400 for water bills incorrectly billed and paid.

2) It was moved, seconded and approved (7-0) that the Representative to Jefferson Co. Water Utility Coordinating Committee be Gerry Taylor, with Ed Skowrya as Alternate.

3) It was moved, seconded and approved (4 in favor, 2 nays and 1 abstention) that the Board provide \$200 (paid back out of proceeds) to support a Wells Gibson fund-raiser for a snow plow blade for the Club's truck. Subsequent contributions by members present provided the required seed money and therefore deleted the need to use money from Club funds.

**8. Administrative:**

1) Fred Evans letters placed in minutes for record.

2) AFE's were approved (7-0) in the following amounts. 1) \$600 added funding for marina lights. 2) \$692.48 for the office reproduction machine lease costs.

**9. Announcements:** The following meetings will be held at 7 pm, in the Community Center on the indicated dates.

1) Board Study Session on May 10, 1995.


2) Regular Board Meeting on May 17, 1995.

**10. Old Business:**


Cape George Area No Shooting Zones. Jim Pickrell reported that he thought that it would be difficult to provide coverage for this outside the Cape George area. Further discussion is planned.

**11. Adjournment:** The meeting was adjourned at 8:37 pm.

Submitted By

  
Robert Marett  
Secretary 4/25/95

Approved By

  
Otto Sandberg  
President

**CAPE GEORGE COLONY CLUB  
BOARD MEETING MINUTES  
May 17, 1995**

1. **Call To Order:** The meeting was called to order at 7:07 pm.
2. **Roll Call:** Otto Sandberg, Bob LaBonte, Bob Marett, Carol Maynard, David Aldrich, Wells Gibson, Gordon Tandy and Gerry Taylor were in attendance.
3. **Action on Minutes:** The minutes of April 19, 1995 were approved as written.
4. **Treasurer's Report:** Carol Maynard presented the treasurer's report, indicating that the general fund had a balance remaining of \$15,826.60.
5. **Committee Reports:** All written reports submitted are attached to the office copy of these minutes. **Building** - Wells Gibson reported on permits granted for fences, tree removal and one setback variance. **Environmental** - Amy Brandon presented a report that included a request for volunteers to help maintain our common areas. **Marina** - Bud Critchfield reported on present as well as future activities, including new lighting and dock boxes. He also recommended that the dredge insurance be canceled until September when use of the dredge is planned. **Membership** - Arthur & Colleen Pullen, Larry & Karen Southwick, Joseph Deady and Jerry & Sue Abercrombie were recognized as new members. **Nominating** - Dorothy Robinson reported that William Bruce, Linda Cooley, Bud Critchfield, Fred Evans, Dale Huselton, James Westall and Marvin Woolsey are candidates for Board positions to be voted on in July. **Rental** - Esther Fortney reported that the new rental agreement has been submitted to the Board for their review/action. **Roads** - Erv Fortney related activities, including drainage and safety problems. **Social** - Lorrene Huselton reported on the Fashion Show and asked that anyone interested in serving on the Social Club Board please contact a Board member. **Water** - Ed Skowyrza provided a verbal report on water system planning involving near-term system improvements required by the State-approved water system plan. **Long Range** - Carl Drow provided a verbal report on initial committee organizing activities. **Newsletter** - Sue Marett reported that Barbara Hinchliff would be putting together the June Newsletter and that inputs are due May 26th.
6. **Manager's Report:** Gerry Taylor reported on weed control on the roads, brush removal in the Highlands and lot mowing. He requested that residents call the office with the location if they notice weed problems in the roads. Gerry also reported that the Community Center roof requires some repair (estimate \$1280) and dredging costs estimated at (\$3958.60). AFE's in those amounts were unanimously (7-0) approved.
7. **Old Business:**
  - 1) No Shooting Ordinance - Jim Pickrell recommended that a no-shooting zone be defined to include Cape George proper. The Board unanimously approved a motion to this effect (7-0).
8. **New Business:**
  - 1) Businesses On Club Property - A general discussion was held on this subject describing our policy of 1) applying for Board approval when members want to have a home business and 2) enforcing the policy of not having businesses when complaints are submitted by members.
  - 2) Assessment Submittal - The Board unanimously approved (7-0) a motion to hold an assessment vote along with Board member elections in July.
9. **Letters:** The following letters were received. They are being evaluated by the Club Manager and the Board.
  - 1) Kevin McArthur - Water Tank/Easement
  - 2) Galen Peterson - Water Hook-Up Fee
  - 3) Joanina Brandkamp - Assessment
10. **Administrative:**

No additional administrative activities were before the Board.
11. **Announcements:** The following meetings will be held at 7 pm, in the Community Center on the indicated dates.
  - 1) Board Study Session on June 14, 1995.
  - 2) Regular Board Meeting on June 21, 1995.
12. **Adjournment:** The meeting was adjourned at 8:10 pm.

Submitted By



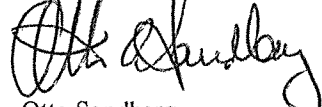
Robert Marett

Secretary

5/18/95

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Approved By



Otto Sandberg

President

**CAPE GEORGE COLONY CLUB  
SPECIAL BOARD MEETING MINUTES  
June 14, 1995**

1. **Call To Order:** The meeting was convened at 7:20 pm.

2. **Roll Call:** Otto Sandberg, Bob LaBonte, Bob Marett, Carol Maynard, David Aldrich, Wells Gibson, and Gerry Taylor were in attendance. Gordon Tandy was absent.

3. **Action on Minutes:** The minutes for May 17, 1995 were approved as written.

4. **New Business:**

1) It was moved, seconded and approved (6-0) that the annual meeting be held at 2 pm July 15, 1995 at the community center.

2) Change Election Procedure - It was moved, seconded and approved (6-0) that the Election Committee Procedure be revised to require mail ballots, for election of Board Members, be mailed not less than 10 and not more than 50 days prior to the election date.

3) It was moved, seconded and approved (6-0) that the ballot for Board Elections be mailed on June 15th as written.

4) It was moved, seconded and approved (6-0) that the following ballot issues be submitted to the membership.


- a) Establish an assessment of \$3.00 per month per lot for five years to fund the State-approved Water growth plan.
- b) Establish an assessment of \$4.00 per month per lot for 2 years to create a general fund operating reserve.
- c) Establish an assessment of \$1.50 per month per lot for 1 year to provide pool operation and maintenance funds.

5. **Announcements:** The following meetings will be held in the community center as indicated.

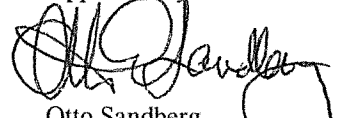
- 1) Regular Board Meeting on June 21, 1995 at 7 pm, with candidates' evening to follow.
- 2) Board Study Session on July 12, 1995 at 7 pm.
- 3) Regular Board Meeting on July 15, 1995 at 1 pm.
- 4) Annual Membership Meeting on July 15, 1995 at 2 pm.

6. **Adjournment:** The meeting was adjourned at 8:10 pm.

Submitted By

  
Robert Marett  
Secretary 6/15/95

Approved By

  
Otto Sandberg  
President


**CAPE GEORGE COLONY CLUB**  
**BOARD MEETING MINUTES**  
**June 21, 1995**

1. **Call To Order:** The meeting was called to order at 7:08 pm.
2. **Roll Call:** Otto Sandberg, Bob LaBonte, Bob Maret, Carol Maynard, David Aldrich, Wells Gibson, and Gerry Taylor were in attendance. Gordon Tandy was absent.
3. **Action on Minutes:** The June 14, 1995, minutes were approved as written.
4. **Treasurer's Report:** Carol Maynard presented the Treasurer's report indicating that there is a balance of \$36,459.00 in the general fund available for general operating expenses.
5. **Committee Reports:** **Building:** Wells Gibson presented the report indicating that permits were issued for a garden shed, a garage, a fence and a deck. **Environmental:** Amy Brandon reported that the committee had approved removal of some non-native trees blocking views and had helped neighbors come to agreement on this issue. She reported that volunteers were patrolling our beaches for any signs of Spartina Grass and could use additional volunteers. **Marina:** Dale Huselton reported on the activities in the marina, including dredging and installation of lights and scales for weighing fish. **Long Range:** Carl Drow provided a verbal report indicating that the total value of our Club assets is approximately \$4,137,890. **Membership:** The membership report included Laurence & Carole Halseth, Lewis & Susan Hanke, Jim & Maureen Knowles and Richard & Cecelia Landes. **Social Club:** Helen Ann Skowrya reported on upcoming activities and the addition of salad forks and glasses to our kitchen. **Rental:** Esther Fortney submitted a draft of a new rental agreement and asked the Board to approve it prior to use. **Swim Pool:** Sid Johnson provided a brief verbal report indicating that volunteers were opening and closing the pool in support of the staff.

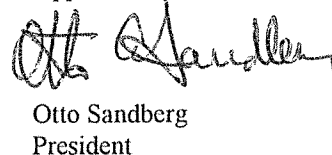
It was moved, seconded and approved (5-0) that the Treasurer's report be accepted as presented.

6. **Manager's Report:** Jerry Taylor presented a verbal report including a recommendation for the Board to add \$2 million in liability insurance. He also reported that Steve Wright had passed his exam for State Certified Water Operator.
7. **Announcements:** The following meetings will be held in the Community Center as indicated.
  - 1) Board Study Session on July 12, 1995 at 7 pm.
  - 2) Regular Board Meeting on July 15, 1995 at 1 pm.
  - 3) Annual Membership Meeting on July 15, 1995 at 2 pm.
8. **Adjournment:** The meeting was adjourned at 7:45 pm in order to proceed with the introduction of candidates and our traditional strawberry shortcake.

Submitted By

  
Robert Maret  
Secretary

Approved By

  
Otto Sandberg  
President

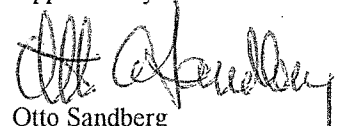
**CAPE GEORGE COLONY CLUB**  
**BOARD MEETING MINUTES**  
**July 15, 1995**

1. **Call To Order:** The meeting was convened at 1:05 pm.
2. **Roll Call:** : Otto Sandberg, Bob LaBonte, Bob Marett, Carol Maynard, David Aldrich, Wells Gibson, Gordon Tandy and Gerry Taylor were in attendance.
3. **Action on Minutes:** The June 14, 1995, Board Meeting Minutes were approved (7-0) as written.
4. **Old Business:** Otto Sandberg led a discussion of the proposed No Shooting Ordinance as applied by Kala Point.
5. **Administrative:** Gerry Taylor presented four AFE's for Board approval. They were all approved (7-0). See attached letter from G. Taylor to Otto Sandberg. Summary as follows:
  - 1) \$868 to complete dredging.
  - 2) \$600 for tree removal.
  - 3) \$800 for a printer for the office.
  - 4) \$540 for a fax for the office.
6. **Announcements:** The following meetings will be held in the Community Center as indicated.
  - 1) Board Study Session on August 16, 1995, at 7 pm.
  - 2) Regular Board Meeting on August 23, 1995, at 7 pm.
  - 3) Meeting to Elect Board Officer's - Weds., July 26, 1995, at 7 pm.
7. **Adjournment:** The meeting was adjourned at 1:19 pm.

Submitted By

  
Robert Marett  
Secretary

Approved By

  
Otto Sandberg  
President

**CAPE GEORGE COLONY CLUB BOARD MEETING MINUTES**  
**SPECIAL BOARD MEETING**  
**JULY 19, 1995**

1. **Call to Order:** The meeting was called to order at 7:00 p.m.
2. **Roll Call:** David Aldrich, Linda Cooley, Bud Critchfield, Fred Evans, Dale Huselton, Bob LaBonte, Bob Marett and Gerry Taylor were in attendance.
3. **Election of Officers:** Officers were elected for the 1995-1996 year as follows:

President:	Bob Marett
Vice President:	Bob LaBonte
Secretary:	Linda Cooley
Treasurer:	Bud Critchfield

4. **August Meetings:**

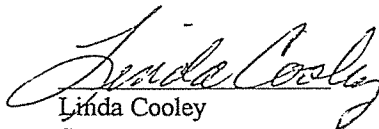
1. Board Study Session will be held at 7:00 p.m. on August 9, 1995, and will be followed by a Special Board Meeting so that the Board can go into Executive Session to meet with Attorney Tom Jackson.
2. Regular Board Meeting at 7:00 p.m. on August 23, 1995.

5. **New Business:**

1. Bud Critchfield will research possible investment options for club accounts and will present a plan to the Board for review.
2. Board members reviewed some potential Board activities for the year and will each work on adding goals to be reviewed and discussed at the earliest possible study session.
3. The format of the Board meetings will be modified, beginning with the August meeting, to include an "Owner's Forum" time when members are invited to present any issue they wish to have the Board address. This portion of the meeting will be held right after presentation of the committee reports.

6. **Adjournment:** The meeting was adjourned at 7:38 p.m.

Submitted by:

  
Linda Cooley  
Secretary

Approved by:

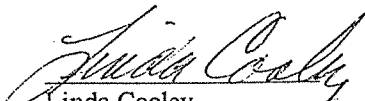
  
Bob Marett  
President

**CAPE GEORGE COLONY CLUB BOARD MEETING MINUTES  
SPECIAL BOARD MEETING  
AUGUST 10, 1995**

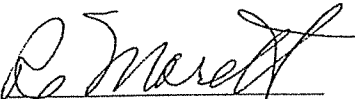
1. **Call to Order:** The meeting was called to order at 12:30 p.m.
2. **Roll Call:** Linda Cooley, Bud Critchfield, Fred Evans, Dale Huselton, Bob LaBonte, Bob Marett and Gerry Taylor were in attendance. Approximately 10 members were present.
3. **Adoption of Assessment:** It was moved and seconded that the new assessments be adopted and go into effect October 1, 1995. The motion passed with 4 voting in favor and 1 against.
4. **Water Hook-up Fees:** It was moved and seconded that the water hook-up fee be reduced from the current \$2,200.00 to \$500.00 and that \$1,700.00 be refunded to those who paid the \$2,200.00. The motion passed with 4 votes in favor and 1 against.
5. **Budget:** The proposed budget for 1995-96 will be ready for board review on Monday, August 14. A series of board meetings for consideration of the Manager recommended budget were set as follows:

Monday, August 21, 1995	7:00-9:00 p.m.
Tuesday, August 22, 1995	7:00-9:00 p.m.
Wednesday, August 23, 1995	7:00-9:00 p.m., Regular Monthly Meeting
Thursday, August 24, 1995	7:00-9:00 p.m.
6. **Agenda for August Board Meeting:** A number of matters were considered for possible agenda items for the August Board Meeting and it was decided that the main concern will be the proposed budget and presentation of the Long Range Planning Committee report.
7. **Right-of-Ways:** It was brought to the Board's attention that some members are paving the right-of-way in front of their houses for RV storage which may a violation. Gerry Taylor will research this matter further and report to the Board at a future meeting.
8. **Closed Executive Session:** It was moved , seconded and approved (5-0) that the Board adjourn to a closed executive session with legal counsel to discuss the Wilson legal case, recent legislation and other legal matters.
9. **Adjournment:** The regular meeting was adjourned at 1:00 p.m.

Submitted by:

  
Linda Cooley  
Secretary

Approved by:

  
Robert Marett  
President

**APPROVED  
FOR POSTING**

**CAPE GEORGE COLONY CLUB BOARD MEETING MINUTES**  
**BOARD MEETING**  
**AUGUST 21, 1995**

1. **Call to Order:** The meeting was called to order at 7:05 p.m.
2. **Roll Call:** David Aldrich, Linda Cooley, Bud Critchfield, Fred Evans, Dale Huselton, Bob Marett and Gerry Taylor were in attendance. Approximately 10 members were present.
3. **Budget Adoption Process:** Bob Marett read the bylaws regarding the budget approval process and the new law pertaining to membership ratification of the budget. After board approval of the proposed budget, it must be mailed to the membership for their ratification. A majority of the total membership must disapprove the budget or it is ratified.

4. **Assessments and Fees:** The board reviewed the current fees and assessments and discussed options for annualizing fees or other methods of avoiding mailing out monthly statements.

It was moved, seconded and approved unanimously to implement a system of billing where members are sent 4 coupons at the first of the fiscal year for them to make quarterly payments for the general assessment, special assessment and water service fees.

5. **Organizational Structure:** The board reviewed the revisions to the accounting organizational structure proposed by the manager for clarification of accounts.

It was moved, seconded and approved unanimously that the accounting structure model recommendation on page 9 of the 1995-96 Budget Plan be approved.

6. **Overhead Allocation:** A review was conducted of the proposed allocation of certain items of overhead to different cost centers in the club. The board generally supports the principal of this overhead allocation and will review the appropriate percentages at a later point in the budget discussion.

7. **Employee Salaries:** Salary increases for employees will be discussed in a closed session of the Board at a later date. Funds budgeted for the purpose of salary increases will be put into a separate "holding" account to be allocated after a review process has been completed.

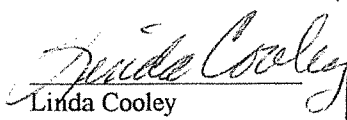
8. **Budget Recap and Reserve Allocations:** The board reviewed with the manager the overall 1995-96 budget plan and discussed the proposed reserve allocations. The specific amounts allocated to individual reserve accounts will be discussed further.

9. **General Operations:** There was a review with the manager of the individual proposed budget line items for the general operations budget.

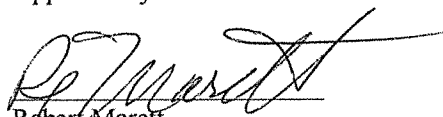
The board moved, seconded and unanimously approved a capital expenditure out of the 1995-96 budget of \$1895.00 plus tax for the purchase of a sorter/collator for the office copy machine.

10. **Adjournment:** The regular meeting was adjourned at 9:17 p.m.

Submitted by:

  
Linda Cooley  
Secretary

Approved by:

  
Robert Marett  
President

**APPROVED**  
**FOR POSTING**



**CAPE GEORGE COLONY CLUB BOARD MEETING MINUTES**  
**BOARD MEETING**  
**AUGUST 22, 1995**

1. **Call to Order:** The meeting was called to order at 7:05 p.m.
2. **Roll Call:** David Aldrich, Linda Cooley, Bud Critchfield, Fred Evans, Dale Huselton, Bob LaBonte, Bob Marett and Gerry Taylor were in attendance. Approximately 5 members were present.

3. **Water Operations:** The water operations section of the budget was reviewed.

It was moved, seconded and unanimously approved that the new pumphouse construction project in the 1995-96 budget plan, page 47, be accepted at an estimated cost of \$3,000.00.

There was discussion on the advisability of using volunteer labor to do this project due to the electrical and pump exposure. The manager will pursue this matter further.

4. **Marina:** The board reviewed the proposed marina budget and discussed the possibility of a "slush fund" for small expenditures to avoid the problem of getting reimbursement for individual money expended. The dredge and insurance were discussed and it was reported that the marina committee is working on getting the dredge operational and are investigating different options for insurance.

5. **Pool:** The board reviewed the pool budget and discussed the fee structure for the pool. The long range planning committee will be including inquiries about the pool in their questionnaire in hopes of determining what can be done to increase pool usage.

It was moved, seconded and approved unanimously that the new pool fee schedule be \$156.00 per year to be paid quarterly by coupon or \$25.00 per month for anything less than one year.

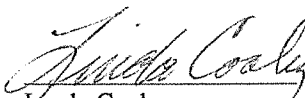
A proposed cardlock system for the pool was discussed. The system allows monitoring of pool usage, eliminates the necessity of locking up at night, does not allow duplication of keys and is expandable to other areas if necessary at a later date.

It was moved, seconded and approved (5-1) that a cardlock system at a cost of \$3,000.00 for use on the pool entry door be purchased out of the 1995-96 budget.

6. **Roads:** A review was started on the roads budget. A chip seal will be required in 7 years and the manager will provide information on that cost at the next meeting.

7. **Adjournment:** The regular meeting was adjourned at 9:00 p.m.

Submitted by:

  
Linda Cooley  
Secretary

Approved by:

  
Robert Marett  
President

APPROVED  
FOR RECORDING

**CAPE GEORGE COLONY CLUB BOARD MEETING MINUTES**  
**BOARD MEETING**  
**AUGUST 23, 1995**

1. **Call to Order:** The meeting was called to order at 7:02 p.m.
2. **Roll Call:** David Aldrich, Linda Cooley, Bud Critchfield, Fred Evans, Dale Huselton, Bob LaBonte, Bob Marett and Gerry Taylor were in attendance.
3. **Action on Minutes:** Minutes of the following meetings were approved as written: July 15, 1995, Annual Membership Meeting, Board of Trustee meetings on July 15, 1995, July 19, 1995, August 10, 1995, August 21, 1995, and August 22, 1995.
4. **Treasurer's Report:** As of August 8, 1995, fund balances:

Cash	\$37,591
Savings	\$ 7,382
Water Growth	\$95,701
Roads	\$75,328
Memorial	\$ 2,367

Projections: As a result of estimated expenses and collections in August, the projected cash balance on September 1 is \$40,101. And, as a result of estimated expenses and collections in September, the projected cash balance on October 1 is \$25,829.

Budget: Regarding our fiscal year budget as of July 31 (being mindful that two months remain in our budget year) we have received \$35,913 less than expected, the main shortfall being in pool use fees. The current expenses are \$39,561 less than budgeted, the differences mainly due to savings in Manager fee and reductions in various overhead items. An expense well over original budget, of course, is attorney's fees.

Inasmuch as these figures may be vague and unclear to some of the members, the Treasurer welcomes a meeting with any member at a later time. He wants the finances of our club to be an open book to everyone - not just a lot of figures offered in this brief presentation. This is his part in this board's effort to improve communications with the community.

5. **Committee Reports:**

**Building Committee:** Wells Gibson reported that approximately \$1500.00 was raised toward the purchase of a snow plow blade at the pig roast fund raiser. The committee issued a permit for a single family residence to Harry Dost, a permit for a fence and deck addition to Gerald Anderson, deck permit to Jane & Raymond Burke, permit for deck and outbuilding to Clarence Campbell and permit to replace deck to Marvin Woolsey.

Wells discussed a situation where a resident refuses to discuss the problem of his trees blocking the view of a neighbor. In addition, he noted a problem with trees in the right-of-ways in some areas. He asked that the board address these issues and see if there is some way that they can be handled.

**Environmental Committee:** Amy Brandon reported that our landscape developer, John Barr, is preparing to start on the second phase of the community landscape. The committee has raised the money for this planting but welcomes any additional contributions.

Marina Committee: Dale Huselton announced that Bud Critchfield has resigned as Marina Committee Chairman and acknowledged the good work Bud has done. The committee is recommending Ellis Slattery to the Board as the new chairman. Work completed last month in the marina was the last of the dock decking was put on, some dock storage boxes were completed, new ramp gate installed and more piling caps installed.

Membership Committee: New members include *Craig and Reisha Bryan*, Lots 18 & 19, Block 11, in the Colony, *John and Betty Cherrett* purchased 221 Dennis, *Joanne Etheridge* purchased 111 Quinault Loop, *Donald and Charlene Jackson*, 240 Dennis, *Hillis Kay*, 60 Maple Drive, *Diane Claire Kelly* purchased 60 Fir Place, and *William & Donna White* purchased lot 51, Block 14 in the Colony.

Long Range Planning Committee: Carl Drow has resigned as Chairman and the board is considering a replacement for him. His excellent work so far was acknowledged. The committee is primarily focusing on preparation of a questionnaire to gather information from the community on their thoughts and concerns. A draft of the questionnaire will be presented to the board soon.

Pool Committee: Tom Harris reported that the sign up form has been revised to include a sign-in time to provide a clearer picture of pool usage. A new fluorescent lamp was installed in the outer entrance area and revised and updated signs (emergency, phone numbers, hours and rules) will be installed next month. The committee is working on ways to expand pool usage and is looking into special pool days - water polo, etc. They welcome any suggestions from the community.

Rental Committee: Esther Fortney reported that a new Rental Agreement has been reviewed by the attorney and is now being submitted to the board for approval. Two more rental agreements were received this past month.

Road Committee: Ervin Fortney reported that they are awaiting the bid from Lakeside Industries on the drainage project at the lower end of Dennis Blvd. which was submitted to them after the design was completed by ADA engineers.

Newsletter: Sue Marett stated that she will not be getting the October newsletter out until the 10th of October. Therefore, anything that is scheduled in October prior to the 10th should be included in the September newsletter. Deadline for that is August 28.

6. Manager's Report: The manager reported that work on the proposed budget and the pending Wilson lawsuit has been the primary focus this past month.

7. Member Participation: All members were invited to come forward to present any matter to the board. No members came forward at this time.

8. Old Business: There was no old business.

9. New Business:

The review of the new Rental Agreement was held over for the meeting on August 24.

10. Budget Review: The board continued their review of the proposed 1995-96 budget plan.

Roads: The manager reported that the chip seal for the road maintenance is scheduled in about 7 years and the estimate of that cost is \$102,000 at current dollars and, adjusting for inflation, is proposed to be in excess of \$160,000 at that time.

There was a discussion of a snow plow blade and the problem of overgrowth in the Highlands right-of-way. Gerry Taylor stated that we could probably use volunteers to move out brush, do slash

burns, compost, etc. He is working now with Puget Power to see if there is some work that they can do on some of the trees that may threaten power lines.

**Buildings & Grounds:** The budget plan proposes raising the mowing cost to \$40.00 for two mowings. The manager reported that a brushhog needs to be replaced and a knife blade gang mower is needed.

There was a discussion of the need for a workshop storage addition. The Marina Committee has projected a cost of \$600-700 with volunteer labor.

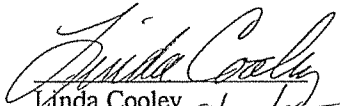
**Water Growth Fund:** A discussion of the funds necessary to complete the current work that needs to be done and whether it makes any difference what time of the year the work is completed. Our current water plan calls for installation of a 12" super main during the upcoming budget year. If the work is done early in the year there will not be enough money in the fund to complete the work.

There was a discussion of whether certain funds, such as water growth, should be made restricted accounts. This would be a policy, however, and readily changeable by each board.

**Other:** An office remodel estimated at \$5490 for materials and furniture with volunteer labor was discussed. Also, a discussion was held on the possibility of part time security patrols in the area, along with optional security methods of lights and alarms. Both of these issues will be held over for a future review by the board.

11. **Adjournment:** The meeting was adjourned at 9:00 p.m.

Submitted by:

  
Linda Cooley  
Secretary 8/27/95

Approved by:

  
Bob Marett  
President

**CAPE GEORGE COLONY CLUB BOARD MEETING MINUTES**  
**BOARD MEETING**  
**AUGUST 24, 1995**

1. **Call to Order:** The meeting was called to order at 7:00 p.m.
2. **Roll Call:** David Aldrich, Linda Cooley, Bud Critchfield, Fred Evans, Dale Huselton, Bob LaBonte, Bob Marett and Gerry Taylor were in attendance. Approximately 3 members were present.
3. **Rental Agreement:** A Rental Agreement that Esther Fortney and the rental committee had prepared was presented. It had been reviewed by the attorney. It was moved, seconded and unanimously approved to adopt the rental agreement as proposed.
4. **A.F.E.:** The board approved an A.F.E. for \$735.76 for the office copier maintenance contract.
5. **Overhead Allocation:** It was moved, seconded and approved (6-0) that the percentage allocation of overhead proposed in the 1995-96 Budget Plan, page 14, be adopted.
6. **Reserves:** A review was conducted of the planned reserve allocations. It was noted that there are roofing problems in the clubhouse and the shop building and both will require work this year. Thus, some funds need to go into buildings and grounds for that work. There was also discussion of work that is ahead on the marina such as the south wall. The south bank is eroding.

It was moved and seconded that the reserve fund allocation outlined in page 31 of the 1995-96 Budget plan be adopted. The motion passed (6-0).

7. **Overall Budget Review:** The overall budget was again reviewed. The manager expressed that he will need some flexibility in implementing the new billing system and wanted the motion to read in such a way as to allow him to research and adjust the system to the most cost effective method.

The motion in paragraph 4 of the minutes of the meeting of August 21, 1995 was rescinded by unanimous consent.

It was moved, seconded and approved unanimously to have the club manager implement annual assessment and pool and water fee collection, allowing for quarterly payments, and to consider billing systems such as coupons.

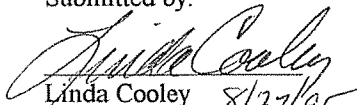
By unanimous consent it was agreed that the manager will determine the billing due date and that a late charge of 5% will be charged for payments over 30 days past due.

By unanimous consent it was implemented that \$1.00 per month per lot will be transferred from the general assessment to the road operations fund.

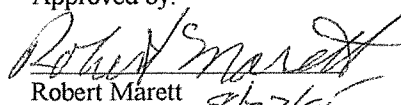
It was moved and seconded that the snow blade purchase be removed from the 1995-96 budget plan. Motion passed (4-2).

8. **Adjournment:** The meeting was adjourned at 9:30 p.m.

Submitted by:

  
Linda Cooley  
Secretary 8/27/95

Approved by:

  
Robert Marett  
President 8/27/95

**CAPE GEORGE COLONY CLUB BOARD MEETING MINUTES**  
**BOARD MEETING**  
**AUGUST 31, 1995**

1. **Call to Order:** The meeting was called to order at 7:05 p.m.
2. **Roll Call:** David Aldrich, Linda Cooley, Fred Evans, Dale Huselton, Bob LaBonte, Bob Marett and Gerry Taylor were in attendance. Approximately 8 members were present.
3. **Wilson Lawsuit:** Attorney Tom Jackson agreed to come in on Friday, Sept. 1, to brief the Board on the Wilson decision. The Board decided not to have a meeting with him at this time. It was also noted that the Findings on the case will be entered at 8:30 a.m. on Friday, Sept. 15.

4. **General Budget Issues:** The board reviewed the prior motion on annualizing assessments and fees. Clarification was needed on the motion of August 24, 1995, regarding the effect of annualizing water use fees. The practice of shutting off water for a few months and not paying for water will be discontinued. The current system of billing for lot mowing will continue unchanged.

By unanimous consent, the Budget Summary, pages 1 of 2 and 2 of 2 were adopted. These pages will be sent to the membership for their approval.

It was moved, seconded and unanimously approved that the 1995/96 Planning Budget, as modified in board meetings from August 21 - 24, 1995, be adopted.

5. **Dennis Blvd. Drainage Project:** Gerry Taylor reported that firm costs are now in on the project: \$27,205.37 plus contingency and engineering of \$6,807.65.

It was moved and seconded to approve \$34,100.00 expenditure for the Dennis Blvd. drainage project. Motion passed unanimously.

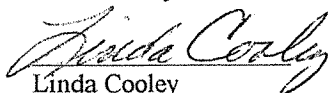
6. **Board Meetings:** It was clarified that the new statute continues to allow the board to meet as necessary to conduct club business. The board welcomes input from the membership as to how they can better notify members of sudden, previously unscheduled meetings.

7. **Club ByLaws:** Bob Marett has discussed revision of the bylaws with attorney Tom Jackson. He is also encouraging all members to review the existing bylaws and present any comments to the board for consideration in the review process.

8. **Study Session:** Jim Pickrell will be presenting input on the no shooting zone at the next study session. Other study session issues include committee chairmen, Board liaisons, use of right of ways for storage of recreational vehicles and possible schedule of board meetings for year.

9. **Adjournment:** The meeting was adjourned at 8:15 p.m.

Submitted by:

  
Linda Cooley  
Secretary

Approved by:

  
Robert Marett  
President

**CAPE GEORGE COLONY CLUB  
SPECIAL BOARD MEETING MINUTES  
September 12, 1995**

1. **Call To Order**: The meeting was convened at 7:02 pm.
2. **Roll Call**: : Dale Huselton, Fred Evans, Bob LaBonte, Bob Marett, David Aldrich, Bud Critchfield, Gerry Taylor.
3. It was moved, seconded and approved (5-0) to move into executive session to discuss pending litigation with our lawyer, Tom Jackson.
4. After discussion was complete, it was moved, seconded and approved (5-0) to move back to open session.
5. The meeting was adjourned at 8:05 pm.

Approved by

  
Robert Marett  
President, Board of Trustees 9/12/95

**Cape George Colony Club  
Membership Meeting  
September 20, 1995**

1. **Call to Order:** The meeting was convened at 7:05pm.
2. **Roll Call:** David Aldrich, Linda Cooley, Bud Critchfield, Fred Evans, Dale Huselton, Bob LaBonte, Bob Marett and Gerry Taylor were in attendance.
3. **Question Period:** Several members asked questions of clarification, which were answered by the Board of Trustees.
4. **Election Results:** The membership met to ratify the 1995-96 budget. The budget was ratified with 207 votes cast as follows:

Approve	Disapprove
152	55
5. **Adjournment:** The meeting was adjourned at 7:32pm.

Approved by:



Robert Marett  
President, Board of Trustees



**Cape George Colony Club**  
**Board of Trustees Meeting - September 20, 1995**  
**Minutes**

1. **Call to Order:** The meeting was convened at 7:36pm.
2. **Roll Call:** David Aldrich, Linda Cooley, Bud Critchfield, Fred Evans, Dale Huselton, Bob LaBonte, Bob Marett and Gerry Taylor were in attendance.
3. **Action on Minutes:** The minutes for the following meetings were approved as posted (6-0): August 23, 1995 regular Board meeting; August 24, 1995, special Board meeting; August 31, 1995 special Board meeting; and September 12, 1995, executive Board meeting

4. **Treasurer's Report:** As of August 29, 1995, fund balances are as follows:

Cash	\$45,370
Savings account	7,382
Water Growth Fund	95,701
Road Fund	72,733
Memorial Fund	2,367

The end of August cash balance projection is \$39,524 and the estimated end of September balance is \$24,048. Regarding the budget update, with one more month left in our budget year, the end of August figures show a shortfall of \$38,189 in revenue, due mainly to lower than expected water hookup fees and pool use fees. Current expenses to date show \$20,646 less than the total budget. Bud Critchfield reiterated his call for interested members to serve on the Finance and Audit Committee.

5. **No-Shooting Zone:** The no-shooting zone has been described as the Cape George Colony Club property perimeter. Petitions are available for signature of members in precincts 104 and 105. We need a minion of 10 signatures per precinct to take to the county to establish our no-shooting zone.

6. **Committee Reports:** **Environmental:** Amy Brandon reported on the stepping stones project by the Community Center. The stepping stones will be extended to include the pool walkway. Dick and Margie Kint have offered some weeping birches to be planted at the foot of Marina Drive. **Long-Range Planning:** Bob LaBonte, standing in for acting chair John Cooley, reported that the Committee is seeking a chairman and another member. **Marina:** Ellis Slattery reported on the last month's activities of the Committee. **Membership:** New members include MaryAnn Besel, Catherine Haapala and Creech Hardee, Jr., Ronald Hawk and Rich and Rebecca Maki. **Social Club:** Vivian LaBonte reported that up-coming Social Club events include a lunch meeting on September 25, the Bazaar on November 3 & 4 and the Christmas party on December 9. **Swim Pool:** Sid Johnson reported that the pool area will receive a housecleaning in the near future. He asked that pool users not prop open the outside doors to the pool because it interrupts the running of the dehydrators that help control the water temperature. He thanked the many pool volunteers. **Water Advisor:** Bob LaBonte reported for Ed Skowyra that the time is drawing near when the design and construction of the 12" super main along the county road. The Committee offered its service in providing construction inspection.

7. **Manager's Report:** Manager Gerry Taylor reported on gravel installation at the south end of the Community Center parking lot, the second lot mowing, road inspection by ADA Engineering and Lakeside and a bid for accounting and audit services from Baker, Overby and Moore of Port Angeles. While Lakeside is in the community with their paving equipment, the handicapped parking spaces in front of the Community Center will be paved. The perc holes will be filled after a second notification is made to lot owners. In future, perc holes will be filled after 1 month by the Club if they have not been filled by the lot owner.

The Manager requested the following AFE's: It was moved, seconded and carried (6-0) that \$750 be expended from Environmental Committee funds for stepping stones in the Community Center landscape project. It was moved, seconded and carried (6-0) that \$400 be expended from Environmental Committee Memorial funds for completion of the stepping stones project. It was moved, seconded and carried (6-0) that the Club hire NTI for \$1500 to write a legal description of properties contained in Cape George Colony Club. It was moved, seconded and carried (6-0) that the Board authorize the president to enter into an agreement with Baker, Overby and Moore for accounting services, including the yearly audit required by the new State statute governing private communities.

8. **Member Participation:** Carl Drow asked the Board to consider changing the name of the Club to reduce confusion. Esther Fortney agreed. Sue Marett encouraged requested the Board to appoint a woman to the Long-Range Planning Committee and the Finance Committee

9. **New Business:** Fred Evans reported on his findings regarding perc holes, paving the Club right-of-way by property owners and the use of RV's on vacant lots. Perc holes: see Manager's report. Paving the Club right-of-way and RV's on vacant lots require further study and discussion.

It was moved, seconded and carried (6-0) that John Cooley be appointed Long-Range Planning Committee chair.

10. **Announcements:**

Board of Trustees Study Session - October 11, 1995, 7:00pm, Community Center

Board of Trustees Board Meeting - October 18, 1995, 7:00pm, Community Center

11. **Executive Session:** It was moved, seconded and carried (6-0) that the Board adjourn to Executive Session for the purpose of discussing legal matters.

12. **Board Meeting Reconvened:** Regular Board meeting reconvened at 8:45pm. It was moved, seconded and approved (6-0) that the Board authorize the president to release all outstanding liens againsts Cape George property.

13. **Adjournment:** The meeting was adjourned at 8:55pm.

Approved by:



Robert Marett  
President, Board of Trustees

# CAPE GEORGE COLONY CLUB BOARD OF TRUSTEES

## MINUTES OF SPECIAL BOARD MEETING OCTOBER 4, 1995

1. Meeting was called to order at 1:35 P.M.
2. Roll Call - Bob LaBonte, Dave Aldrich, Bud Critchfield, Dale Huselton, and Fred Evans were in attendance. Bob Marett and Linda Cooley were not present.
3. A motion was made to enter into Executive Session to discuss legal matters with our attorney. The motion was seconded and passed unanimously.
4. After discussion with the Club's attorney a motion was made to adjourn from Executive Session and return to Open Session. The motion was seconded and passed with a unanimous vote.
5. During Open Session a motion was made to direct our attorney to vigorously oppose Wilson's appeal in the Wilson matter. The motion was seconded and passed with a unanimous vote.
6. A second motion was made to direct our attorney to vigorously pursue enforcing the court directed decision concerning the Wilson matter. The motion was seconded and passed with a unanimous vote.
7. A motion was made and seconded to adjourn. The motion carried. The meeting was adjourned at 2:40 P.M.

Approved for Posting

A handwritten signature in cursive script, appearing to read "Bob LaBonte", written in dark ink.

Bob LaBonte--Acting President

**CAPE GEORGE COLONY CLUB MEETING MINUTES  
BOARD MEETING AGENDA  
OCTOBER 18, 1995**

**1. Call to Order:** The meeting was called to order at 7:03 p.m.

**2. Roll Call:** David Aldrich, Linda Cooley, Bud Critchfield, Fred Evans, Dale Huselton, Bob LaBonte, Bob Marett and Gerry Taylor were in attendance. Approximately 20 members were present.

**3. Action on Minutes:** The minutes of the following meetings were approved (6-0) as written: September 20, 1995, Board meeting, September 20, 1995m, Membership meeting, and October 4, 1995, special Board meeting.

**4. Treasurer's Report:** Subject to year end adjustments by the accountant, the final financial statement for budget year 94/95 is as follows:

Current Assets	\$ 250,703	Current Liabilities	\$ 21,276
Fixed Assets	<u>1,224,741</u>	Total Equity	<u>1,454,168</u>
Total Assets	\$1,475,444		\$1,475,444

Our final budget figures showed a revenue shortfall of approximately \$19,500, due principally to lower than predicted water hook-up fees and lower pool use fees. Total expenses were approximately \$17,000 in excess of estimated budget. The overage was due to attorney's fees.

The operating and reserve accounts indicate a total of only \$202,000. This is alarmingly low in view of the potential exposure of failing roofs, structurally unsound buildings, and the long-term viability of the pool, the marina, the roads and water system. I believe we should consider reserve funds in terms of our individual home values, should there be a serious failure or interruption of one of these systems. We must continue to build up our reserve accounts.

Past due accounts over 60 days: 10 accounts for a total of \$19,297.


**5. Committee Reports:** **Building:** Wells Gibson reported one height variance granted, approval for hedge removal, fence construction, porch construction and dead tree removal. One request for a variance was referred to the board. **Environmental:** Amy Brandon reported that a work party will be held on Oct. 26 to spread wood chips on the trails. The Kints have donated 9 small birch trees to be planted along the road-side margin of the community picnic area. **Long-Range Planning:** John Cooley reported that the committee continues to develop a community questionnaire and working on reserve requirement calculations. They still need another member. **Marina:** Ellis Slattery reported that the flag pole was raised in the marina, poles & chains installed for car & trailer parking. They are still looking into dredge insurance. He reminds all boaters to check their lines and bail out their boats for the winter. **Social:** Doris Seeley reported for the club that the welcome committee visited ten new residents this month. 53 attended the 9/25 luncheon. Christmas party is set for December 9 and a New Year's party is being planned. **Pool:** Sid Johnson reported that a portion of the bazaar proceeds are going to the pool. Upcoming projects include refurbishing the women's shower stalls, upgrading the general pool area, painting the main pool. **Membership:** New members include James A. Schiffer and John Snyder.

**CAPE GEORGE COLONY CLUB MEETING MINUTES  
SPECIAL BOARD MEETING  
OCTOBER 25, 1995**

1. Meeting was called to order at 7:10 P.M.
2. Roll Call - Bob Marett, Bob LaBonte, Linda Cooley, Dave Aldrich, Bud Critchfield, Dale Huselton, and Fred Evans were in attendance.
3. A motion was made to enter into Executive Session to discuss personnel matters. The motion was seconded and passed unanimously.
4. After discussion in Executive Session a motion was made to adjourn from Executive Session and return to Open Session. The motion was seconded and passed with a unanimous vote.
5. It was moved, seconded and approved (5-1) to award the following salary adjustments:

Allan Marriott (Mac)	\$500.00 bonus
Linda Fitzpatrick	\$500.00 bonus
Steve Wright	\$500.00 bonus
Dana Vischer	\$200.00 bonus
	and \$0.50 per hour pay increase
6. The No Shooting Zone issue was discussed. The County Commissioners will have to hold a hearing on the matter and want information from us on a date and location so that they can publish notice of the hearing. Bob LaBonte will notify them that we can send a couple of representatives to a hearing in town whenever they wish to set it.
7. A motion was made, seconded and carried unanimously to adjourn. The meeting was adjourned at 9:05 P.M.

Submitted by:

  
Linda Cooley, Secretary

Approved by:

  
Robert Marett, President

**6. Manager's Report:** Manager Gerry Taylor reported that Puget Power has been cutting trees in the Colony to clear brush from the power lines. Stumps in front of the office will be ground out and the shoulder reworked. Puget Power will return to the Village at a later date. Lakeside will begin construction on the Dennis Blvd. drainage project soon with completion set for 11/15 /95.

**7. Member Participation:** Otto Sandberg asked the board to consider the possibility of providing housing to Cape George residents where living assistance can be provided to them. Wells Gibson inquired about the status of the Board's review of dealing with overgrown trees obstructing views of neighbors and was advised that a legal determination is required and that this matter is also be considered in conjunction with the by-law rewrite. Bill Bruce updated the Board on his progress with repairing a large brush that can be used on the tractor for road clean-up and snow removal.

**8. New Business:** Bob Marett reported that Gerry Taylor will be leaving this week and thanked him for his efforts for the club. Applicants for the position are being interviewed and, in the interim, Linda Cooley will oversee the office functions and Dale Huselton will be in charge of the outside crew. A draft of new by-laws has been prepared by the attorney and the Board is currently carefully reviewing these. A series of meetings will be held in November to work over the by-laws and community meetings will be held thereafter.

It was moved, seconded and approved (5-1) to adopt the charter submitted by the Treasurer for the Finance and Audit Committee. It was moved, seconded and approved unanimously to approve the proposed membership of the committee.

It was moved, seconded and approved (6-0) to approve, as amended, the Resolution of the Board of Trustees regarding collection of delinquent accounts.

Two AFE's were approved unanimously: \$3400.00 for cardlock system for pool and trade in existing office photocopier on reconditioned unit with sorter and new lease payment of \$280 per month.

The request of Randall Widen for a variance for a temporary permit to place a 500 square foot mobile home on his property at Lot 2, Division 7, Cape George Highlands was denied unanimously.

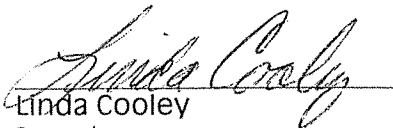
**9. Announcements:** The following Board meetings will be held at 7 p.m. in the Clubhouse on the indicated dates:

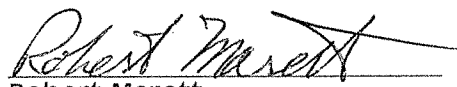
- 1.) October 25, 1995, closed Executive Session to review staff salaries
- 2.) November 8, 1995, Board Study Session
- 3.) November 15, 1995, Regular Board Meeting
- 4.) November 20, 21, 22, 1995, Board Review of By-Law Draft

**10. Adjournment:** The meeting was adjourned at 8:45 p.m.

Submitted by:

Approved by:

  
Linda Cooley  
Secretary

  
Robert Marett  
President

**CAPE GEORGE COLONY CLUB MEETING MINUTES  
SPECIAL BOARD MEETING  
OCTOBER 30, 1995**

1. Meeting was called to order at 5:58 P.M.
2. Roll Call - Bob Marett, Bob LaBonte, Linda Cooley, Dave Aldrich, Bud Critchfield, Dale Huselton, and Fred Evans were in attendance. Gordon Tandy was in attendance as a member of the employment committee.
3. A motion was made to enter into Executive Session to discuss personnel matters. The motion was seconded and passed unanimously.
4. After discussion in Executive Session a motion was made to adjourn from Executive Session and return to Open Session. The motion was seconded and passed with a unanimous vote.
5. It was moved, seconded and approved (6-0) to hire George Castaneda as the new part time manager to begin immediately.
6. Discussion was held on the contract and job description for this position and Bob Marett will be handling that with the attorney in the morning.
7. It was moved, seconded and unanimously approved to adjourn. The meeting was adjourned at 7:40 P.M.

Submitted by:

  
Linda Cooley, Secretary

Approved by:

  
Robert Marett, President

**CAPE GEORGE COLONY CLUB  
BOARD MEETING MINUTES  
NOVEMBER 15, 1995**

1. The meeting was called to order at 6:00 p.m.
2. Roll Call: Bob Marett, Bob LaBonte, Linda Cooley, Bud Critchfield, David Aldrich, Fred Evans, Dale Huselton and Manager George Castaneda were in attendance. Approximately 20 members were present.
3. A motion was made, seconded and unanimously approved to go into Executive Session to discuss legal matters with the attorney. After discussion with attorney Tom Jackson a motion was made to adjourn from Executive Session and return to Open Session. The motion was seconded and passed unanimously.
4. It was moved, seconded and approved (6-0) that in the absence of any offer of settlement acceptable to the Board, counsel is instructed to: (1) continue to vigorously oppose the Wilson's appeal, and (2) continue efforts to assure the filing of adequate security to cover the Club's attorneys fees and costs on appeal as well as interest as a condition to staying execution on the judgement.
5. The meeting was recessed until 7:00 p.m.
6. Action on Minutes: The minutes of the meetings of October 18, 1995, October 25, 1995, and October 30, 1995, were approved (6-0) as written.

7. Treasurer's Report: The report was approved as follows: November 14, 1995:

Cash	96,211	Road Fund	72,115
Savings	7,423	Memorial Fund	1,980
Water Growth	103,467		

The cash balance is inflated due to 52 lot owners prepaying assessments to the end of the 95/96 budget year. Approximately 13 lot owners have made advance payments to the second quarter. Projected cash balances indicate a balance of \$83,000 at the end of November and \$75,000 at the end of December. These are very rough estimates due to lack of past history on collections.

The recently formed Finance and Audit Committee will establish a different banking and investment policy. At this time we have five bank accounts earning an average of 2.4% interest. This will be changed to two accounts with a current yield of 5.2%. Our next task is to assist the manager in simplifying our bookkeeping system.

An ongoing, extremely critical problem is the establishment of a reserve policy that adequately addresses future replacement expenditures. In spite of the recent special assessment approval, the club still lacks the necessary reserves to insure financial stability and to protect our community investment, as well as our individual home values. An association without a reserve policy is like driving a car without a fuel gauge - you don't know when you will run out of gas and when you do, no gas to be found.

8. Committee Reports: Building: Wells Gibson reported 3 permits issued for new residences and one permit for removal of overgrown hedge and tree and replace hedge with fence. Marina: Ellis Slattery report continued work on marina spruce up and framing the workshop extension. Membership: New members: Mable & Neville Campbell, Gary & Sherie Dills, Lynn Garrison. Environmental: Amy Brandon reported



on the successful work spreading chips on the trails. Another work party is scheduled for Dec. 2. The committee has recommended that the handicapped parking spaces be paved to be in compliance with county code. Roads: Irv Fortney reported that the Dennis Blvd. drainage project is underway. Warranty work will be done in the spring. The spots where growth is coming through the pavement need to be marked to get an estimate for the repair. Social Club: The new stove has been installed; a Kirby vacuum cleaner and apple peeler were purchased from the bazaar by the club. The marina committee will make two new picnic tables and benches at a cost of \$100 from the club. Bazaar: Nancy Stilbert reported a net profit of over \$5,900 before payment of sales tax (approximated at \$400).

9. Manager's Report: The handicapped parking spaces at the community center will be paved by Lakeside while they are here. The cardlock system will be installed at the swimming pool this week. The annual audit has been completed and a report is expected later in the month.

10. Member Participation: No members participated.

11. Old Business: There was no old business.

12. New Business: The following motions were made, seconded and approved:

- To adopt the fiscal management policy proposed by the finance committee which will simplify banking procedures and maximize return on club funds. (6-0)
- To adopt the new election procedure. (6-0)
- To rescind the Corporate Resolution passed at the February 6, 1995 meeting. (6-0)
- To have the water committee and the manager obtain a written proposal from NTI for engineering of the super main project. (5-1)
- To extend the workshop by enclosing the overhang area of the existing building with the work to be done by the Marina committee. (6-0)
- To build and install a bike rack in the Highlands with cost to be taken from the general fund. (6-0)
- To make reimbursement available to Board members who attended the CAI seminar on Nov. 11 for the tuition cost of the meeting. (4-2) At his request it is noted that Fred Evans voted against this motion and that he will not accept reimbursement for the tuition paid by him.
- To renovate the road brush. (6-0)

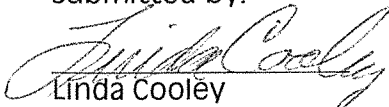
13. Administrative: AFE for \$745.50 approved for road brush renovation (6-0).

14. Announcements: The following Board meetings will be held at 7 p.m. in the Clubhouse on the indicated dates:

November 20, 21, 1995 - Board Review of new Bylaw Draft (6:00 p.m. start)  
December 13, 1995 - Board Study Session  
December 20, 1995 - Monthly Board Meeting

15. Adjournment: The meeting was adjourned at 8:20 p.m.

Submitted by:

  
Linda Cooley

Approved by:

  
Robert Marett

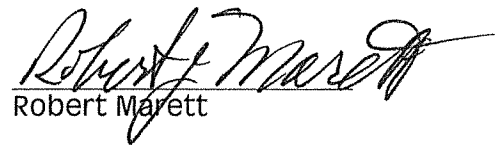
**CAPE GEORGE COLONY CLUB  
BOARD MEETING MINUTES  
NOVEMBER 20, 1995**

1. The meeting was called to order at 6:00 p.m.
2. Roll Call: Bob Marett, Bob LaBonte, Linda Cooley, Bud Critchfield, David Aldrich, Fred Evans, Dale Huselton and Manager George Castaneda were in attendance. 1 member was present.
3. The draft of the proposed new by-laws was reviewed on a line by line basis with revisions noted.
4. The meeting was adjourned at 8:45 p.m.

Submitted by:

  
Linda Cooley

Approved by:

  
Robert Marett

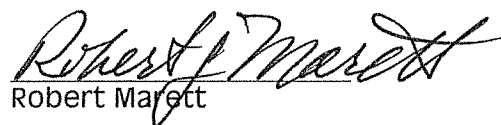
**CAPE GEORGE COLONY CLUB  
BOARD MEETING MINUTES  
NOVEMBER 21, 1995**

1. The meeting was called to order at 6:00 p.m.
2. Roll Call: Bob Marett, Bob LaBonte, Linda Cooley, Bud Critchfield, David Aldrich, Fred Evans, Dale Huselton and Manager George Castaneda were in attendance. 1 member was present.
3. The draft of the proposed new by-laws was reviewed on a line by line basis with revisions noted.
4. The meeting was adjourned at 8:35 p.m.

Submitted by:

  
Linda Cooley

Approved by:

  
Robert Marett


**CAPE GEORGE COLONY CLUB  
BOARD MEETING MINUTES  
DECEMBER 6, 1995**

1. The meeting was called to order at 6:00 p.m.
2. Roll Call: Bob Marett, Bob LaBonte, Linda Cooley, David Aldrich, Fred Evans, Dale Huselton and Manager George Castaneda were in attendance. Attorney Tom Jackson was in attendance. No members were present.
3. The proposed rental agreement was reviewed with the attorney and some modifications were made.


It was moved, seconded and unanimously approved to adopt the Rental Agreement as modified in this meeting.

4. Additional discussion was held with the attorney on the proposed new by-laws.
5. The meeting was adjourned at 7:25 p.m.

Submitted by:

  
Linda Cooley

Approved by:

  
Robert Marett

1. The meeting was called to order at 7:02 p.m.
2. Roll Call: Bob Marett, Bob LaBonte, Linda Cooley, Bud Critchfield, David Aldrich, Fred Evans, Dale Huselton and Manager George Castaneda were in attendance. Approximately 12 members were present.
3. Action on Minutes: The minutes of the meetings of November 15, 1995, November 20, 21, 1995 and December 6, 1995 were approved (6-0) as written.
4. Treasurer's Report: The report was approved as follows: Cash balances to 11/30  
Petty cash - \$376                                      Checking - \$8,007  
Operation, Investment - \$94,187                      Reserve, Investment - \$179,017  
As a result of a resolution of Fiscal Management Policy adopted last month  
On November 21 the treasurer closed six of the seven bank accounts.  
Currently there are three accounts: checking at Seafirst in Port Townsend,  
and two accounts with Seafirst Investment Services.
5. Presentation of Financial Audit - Diane Cvitkovich of Baker, Overby & Moore, Inc. presented the audit of the club financial reports as of September 30, 1995. The auditor found the club books to be in good order and made suggestions for improvements in some procedures.
6. Committee Reports: Building: One permit was received and granted for a fence. Environmental: Mary Maltby reported on landscaping plans at the community center and work on the ravine trail. Pool: Sid Johnson reported that pool attendance is dropping and that some rule changes may be necessary for pool usage. Long Range Planning: John Cooley reported that they intend to present reserve study calculations to the Board at the January study session. Social Club: Vivian LaBonte submitted a report on the many recent activities of the club including generous gifts given to the family adopted by the club in the Holiday Magic Project. Membership: New members: Norman R. & Nancy Jones, Phyllis Kessler and John & Robin Scherting. Marina: Dale Huselton reported on many projects completed including bike for the Highlands and the Colony, replacement of bulletin boards, completion of addition to storage area, etc.
7. Manager's Report: George Castaneda reported on the continued efforts to resolve the cardlock problem for the pool.
8. Member Participation: No members participated.
9. Old Business: It was moved, seconded and unanimously approved to adopt the 12/17/95 draft of the bylaws for presentation to the membership for review.
10. New Business: The following motion were made, seconded and approved:  
  
To appoint Doris Hamby as Nominating Committee Chair and Harry Hider as Roads Committee Chair (6-0)  
  
To amend current water connection charges to eliminate \$25.00 fee to turn off water (6-0)

To provide the staff with a small food gift no to exceed \$125.00 (5-1)

To approved resolutions to move memorial funds in the amount of \$1,988.59 from reserve account to general account and to move funds in the amount of \$28,958.06 designated as Road Fund to pay Lakeside Industries for work completed. (6-0)

To approve extending the sidewalk by the pool to the blacktop area (6-0)

To approve placement of pole and chain road barriers along the east side of the club house parking area and on the west side from the bend in the road to the clubhouse as these donated materials become available (6-0)

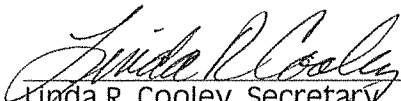
11. Administrative: An A.F.E. for \$600.00 for 4-drawer lateral file cabinet was approved (6-0)
12. Announcements: The following Board meetings will be held at 7 p.m. in the Clubhouse on the indicated dates:

January 10, 1996 - Board and entire community meeting to study  
proposed new bylaws

January 17, 1996 - Regular Monthly Meeting

13. Adjournment: The meeting was adjourned at 8:05 p.m.

Submitted by:

  
Linda R. Cooley, Secretary

Approved by:

  
Robert J. Marett, President