

**CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
11 January 2001**

- 1. Call to order:** The regular meeting was called to order at 7:00 p.m.
- 2. In Attendance:** David Sullivan, Joyce Skoien, Daniel David, Mark Morris, John Ryan, and Robin Scherting. Irma Noel absent.
- 3. Action on Minutes:** Morris moved (passed 5-0) to approve the minutes of the Regular Board of Trustees Meeting of 14 December 2000.
- 4. Treasurer's Report:** As of 31 December 2000 we have \$50,401.40 in the checking account, \$72,245.30 in the operational account, and \$328,647.18 in the reserve account. See list of members that are more than 30 days delinquent in their dues or special assessment. Efforts are underway to collect these monies.
- 5. Committee Reports:** Building -- Approved building permits for (a) Martin Lonnehi to install a manufactured home on Lot 21, Div 7 (106 Cole Ave.), Highlands and (b) Richard and Janet Isherwood to construct a residence on Lot 15, Div 2, Blk 4 (261 Sunset Blvd.), Colony. The Isherwood's further agreed that any costs related to the removal and replacement of asphalt paving installed over a portion of the 12-inch storm drain traversing the property from east to west will be borne by whoever owns the property at the time the problem surfaces. Environmental -- Recommend at least one member of the committee consult with the Building Committee on all tree removal permits on building sites and to have all other tree removal permits be processed by the Environmental Committee or a subcommittee consisting of members with expertise in land use issues. Memos sent to Manager regarding two high intensity lights in the Village that are in violation of the outdoor lighting regulation and also regarding Club lighting at the office, mailboxes, barn, and marina. Plans for deflectors on the marina lights have been promised. Recommend designating Lot 9, Div 2 of the Village as Cedar Park, move the bench at Cedar street to this lot, and install the beautiful sign donated by a member. Burn barrels are no longer legal in Jefferson County; David Sullivan will help any member take his barrel to the Peninsula Recycling Center. Robin Scherting agreed to coordinate with the Social Club and Marina Committee before asking for landscaping bids for the north side of the Clubhouse. Ten members weeded and pruned around the Clubhouse and a Cape George Road cleanup is scheduled for Jan 16. Marina -- Committee voted unanimously to allow dogs inside the building. An automatic door closer has been added to eliminate leaving door open. Members voted unanimously to approve no smoking in the "dayroom", but continue to allow smoking in the workshop itself. Lee is working on a one-day exemption to dredge in February; he is also continuing research into dredge permits for the interior basin. Fellows and Skoien working on methods to bulkhead our entrance and interior seawalls. Final bids this week on power installation on south dock, and work is almost completed on the electrical pedestals; anticipate late February installation. Membership -- Richard and Janet Isherwood purchased Lot 15, Blk 4, Div 2, Colony; John Jewett and

Norene Ennis purchased Lots 14 & 28, Div 4, Village; Martin and Christene Lorecki purchased 106 Cole Ave., Highlands; and Gregory Peterson purchased Lot 21, Blk 1, Div 1, Colony. Social -- A potluck Christmas Day function was hosted by Mary Ann Besel and Robin Scherting; about 40 people attended. The New Year's Eve party was attended by about 50 people. Upcoming events include a movie night on Jan 12, a no-charge luncheon on 22 Jan, and a Super Bowl Party on 28 Jan. Roads -- Harry Hider, Cliff Prout, Larry Southwick, David Sullivan, and George Castaneda met, with Harry and Cliff providing a brief history of the asphalt road project of 1994. At present we have \$42,795 in the reserves, which is well behind the projected need of about \$166,000 in 4 years; these estimates need updating. George will provide committee with costs and needs related to improving road and ditch maintenance; he will also look into current costs of fog sealing which could extend the life of the present road surface. Regarding horsetail, Fire Chief says new burn rules do not prohibit spot torching of weeds, and using calcium chloride may have minimal environmental impact. Some test areas will be setup. Road surface water runoff was discussed with directing runoff to ditches as needed. The 20-mph speed limit was discussed; David will look into County rules or standards or Fire Dept needs regarding traffic calming measures. George agreed to have a painted stop strip at the stop signs. Water Advisory -- Now have duplicate copy of our Water System Plan at the office that we sent to State health dept; when we have the State approved final document we will have several copies available at the office. Recommend changing wording in Building Guidelines in the Water section to read "Water Connections: All water connections shall comply with the latest edition of the Cape George Colony Club Inc. Water System Regulations." This will allow the Board to update this requirement without having to get the members to vote on it.

6. Manager's Report: Water meters have been read for the last quarter of the year; excessive amounts of water use will be billed next week. Unknown parties intentionally damaged the shower doors in the men's bathroom; the doors have been removed and shower curtains installed. Will be contacting those members who have not complied with the asphalt private driveway connection. Will be on vacation from Feb 13 – 22.

7. Member Participation: Problem with door lock on Pool; George will be informed. Suggest pool caps for long-haired members; clogging filter system. Not happy with present cleaning of Clubhouse; recommend hiring a professional cleaning service for 2 hrs/wk with an extra few hours once a month for heavier cleaning.

8. Business: Building Guidelines -- Many comments from the members regarding a proposed change to the location of manufactured/mobile homes. Further research, including a second legal opinion, will be pursued. Other changes were made based on members' input. Neighborhood Watch Program -- Ryan moved (passed 5-0) to approve the new charter for the Neighborhood Watch Program. Handbook -- Skoien moved (passed 5-0) to approve spending up to \$150 to print copies of "The Cape George Neighborhood Watch Program Handbook." End of Year Transfers -- Morris moved (passed 5-0) to approve the following end of year transfers to close out the 1999/2000 fiscal year: (a) \$5310 from General Operations to the Pool Dept; (b) \$3208 from Roads

Operations to General Operations; (c) \$123 from Marina Operations to General Operations; (d) \$12,907 from the Marina Operations to an interest earning Capital Improvement Account (for electrical installation project); (e) from Water Operations -- \$20,868 for the completion of the water filtration system and \$6,281 for completion of the emergency generator project into the 2000/2001 budget; (f) \$11,001 from Water Operations to the Water Operations Reserve Account; (g) \$24,008 from either the Checking Account or the Operational Investment Fund to the Water Growth Reserve Account (this is the last year of the 5-year special assessment); and (h) all but \$7,000 from the checking account (balance of \$50,401) to the General Operations Investment Account. Reserve Account -- David moved (passed 5-0) to transfer \$100,000 from our reserve account into a FIDC-insured, 1-yr, interest bearing account. Road Committee Members -- Skoien moved (passed 5-0) to approve Harry Hider, Clifford Prout, and Larry Southwick and consultants Wells Gibson, Victor Gray, and Bob Holtz to the Road Committee; David Sullivan will be liaison. Cedar Park -- Scherting moved (passed 5-0) to authorize naming community Lot 9, Div 2, Village, as "Cedar Park", placing a sign, and moving the bench from Cedar St. to the park. Field Trip -- Morris moved (passed 5-0) to authorize WSU sponsored field trip to Cape George as part of "Shorelines" course for realtors, Wed., Feb 28, 2:30-4:30; Cape George members are welcome. Weekend Coverage -- Postponed due to missing information. Building Committee Member -- Ryan moved (passed 5-0) to approve Brian Ritchie as a member of the Building Committee.

9. Announcement: Study Session on 13 Feb 2001 at 7:00 p.m. and Regular Board of Trustees meeting on 15 Feb 2001 at 7:00 p.m.; both at Clubhouse

10. Adjournment: President adjourned the meeting at 9:20 p.m.

Submitted by:

Approved by:

Joyce Skoien, Secretary

David Sullivan, Vice-President

**CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
31 January 2001**

- 1. Call to order:** The special meeting was called to order at 11:00 a.m.
- 2. In Attendance:** David Sullivan, Joyce Skoien, Robin Scherting, John Ryan, Mark Morris, and Daniel David.
- 3. Executive Session:** Morris moved (passed 5-0) to go into Executive Session with our attorney, Mr. Jackson, to discuss changes to the Building Guidelines and collection of delinquent accounts. After 90 minutes of discussion, the Board reconvened the Special Board meeting.
- 4. Business:** The following actions were taken based on the information gleaned from the Executive Session:
 - Morris moved (passed 5-0) to change the new wording in the proposed Building Guidelines to continue the restriction of mobile homes/manufactured homes in the entire Colony as this policy has been in effect for over 30 years.
 - Scherting moved (passed 5-0) to discontinue printing members names in the newsletter as we have met our goal of reducing the number of delinquent accounts. Our attorney is still pursuing the collection of outstanding association fees from the few remaining delinquent members.
- 1. Adjournment:** The Vice-President adjourned the meeting at 12:45 p.m.

Respectfully Submitted:

Joyce Skoien, Secretary

David Sullivan, Vice-President

**CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
15 February 2001**

- 1. Call to order:** The regular meeting was called to order at 7:00 p.m.
- 2. In Attendance:** David Sullivan, Joyce Skoien, Daniel David, Mark Morris, John Ryan, and Robin Scherting. Irma Noel absent.
- 3. Action on Minutes:** Scherting moved (passed 5-0) to approve the minutes of the Regular Board of Trustees Meeting of 11 January 2001 and Special Board of Trustees Meeting of 31 January 2001.
- 4. Treasurer's Report:** As of 2 February 2001 we have \$51,875.20 in the checking account, \$81,003.12 in the operational account, \$265,264.33 in the Bank of America reserve account, and \$100,000 in the Capital One reserve account. I will be transferring most of the funds in the checking account to our operational account. The Board has suspended printing delinquent accounts in the newsletter as we have met our goal of reducing the amount of outstanding assessments; however, we are continuing to pursue legal action against some members.
- 5. Committee Reports:** Building -- Visited Lot 11, Div 3, Blk 5 on No. Rhododendron Dr to review member's request for a 1-1/2-ft height variance. Site is a perimeter lot; thus any impact of the variance would be on the adjoining property to east and west. Owner believes elevating home would provide better drainage. It appears the same goal could be achieved by changing the roof pitch from 5:12 to 4:12. A storm water collection box and sump to handle runoff is another possibility. Approved his request to remove several trees. Visited Lot 12, Div 3, Blk 9 on the corner of No. Palmer Dr. and Vancouver Dr. to assess the variance request to place the garage about 5 to 8 feet from the Club right-of-way. The driveway would curve in from the west rather than opening directly onto Vancouver Dr. Committee endorses the variance request because it is a small lot difficult to develop if the 25-ft setback on two sides is required. Approved Kinney's request to remove trees on Lot 2, Div 6, Colony. Approved Steben's request to remove trees on east side of Huckleberry Pl. to provide access for machinery to dig perc holes. Approved Brandon's request to remove small holly tree on SW corner of her lot (400 Sunset, Colony). Environmental -- Recommend Road Committee revisit the Ravine project to make recommendations before any more work is done. A WU-sponsored field trip will start in the front of the Clubhouse on 28 Feb at 2:30; faculty member Jim Bolger will discuss issues along the shoreline. A Potato Party is planned for March 21; proceeds will benefit the Memorial Park and other environmental projects. The Hill's are still working on the Fred Evans memorial sign. Sullivan hauled to the landfill a truck load of debris that was cleared from Cedar Park and in front of the mailboxes in the Colony. Hill poured concrete to secure the bench, picnic table and sign in Cedar Park. Maltby and Brandon will plant primroses at the office. A March work party is being scheduled for cleanup and continuing implementation of the design for the Memorial Park. Cleanup of the Woodland Trail is part of the March work party. Marina

-- All moorage for 2001 has been assigned; some economy slips available. Thanks to Bob and Joyce Skoien for donating the new microwave oven for the dayroom in the shop. Thanks to Don Lee for his persistence in obtaining the permit that allowed us to dredge the entrance last week. Recommend making a \$50 donation to the Marine Science Center; two of their workers tested our marina entrance for Sand Lance spawning. Their help enabled us to dredge the channel. Decided to purchase a winch and a beadblaster cabinet from donation funds. Plan to purchase a new welding machine when funds become available. Electrical contract for the south docks given to Ellan Electric; if weather cooperates the project should be finished within two weeks. Membership -- Charles Buchko and Jackie Hardin purchased 41 Sequim Pl, Colony; Margaret Friedman purchased 102 N. Rhododendron Dr., Colony; Gary and Jean Kinney purchased Lot 2, Blk 13, Div 6, Colony; and Robert and Sharon Schlentner purchased Lot 27, Div 7 and N ½ Lot 25, Highlands. Social -- About 40 members attended the business luncheon on 22 January where the Charter and By-Laws were ratified. Members approved the following projects to be paid out of their fund-raiser monies: add a wallpaper border in the kitchen, add a screen/shade to cover the pass-through window; add some faux finish to the women's bathroom walls; provide bricks for a new fire pit. Swimming Pool -- Thanks to Mac and George for the great job done on painting the pool and other pool repairs; the project amounted to \$2277.73 which was paid for out of the pool fund-raiser account. Discussed the cost of pool operations and the fact the pool has never been self-sustaining. Recommend the Board consider this problem during the budget planning for next fiscal year. Water Advisory -- To date we have not had any requests for additional information from the State Health Dept. Continuing to look for a valve for the discharge side of our filters that will minimize the load spike the we place on our pumps at the start of the backwash cycle. Will publish in the next newsletter an article explaining how our new filter system works.

6. Manager's Report: Signed contract with Ellan Electric for the dock-wiring project. Received three bids, with the lowest bidder of \$10,500 receiving the contract. Planning an open house at the tank farm for our Board and interested members to see the new filtration system and our new generator. The water analysis from Twiss Analytical Laboratories indicates our filtration system is working well. The manganese reading went from 0.44 to 0.2 and iron from 0.1 to <0.01 (not detectable). Need to plan a pre-budget meeting for the membership; received good input last year. Excess water use fees totaled \$2,692.00.

7. Information: (a) Irmal Noel has resigned from the Board due to personal obligations. (b) Transferred \$100,000 from Banc of America Investment Services to Capitol One 12-month CD to obtain higher interest. Variance hearings will be held at 6:45 p.m. at community center on 15 March for Lot 12, Div 3, Blk 9, Colony (Palmer and Vancouver Drs.) and Lot 11, Div 3, Lk 5, Colony (N. Rhododendron Dr.).

8. Business: Board Vacancies -- Skoien moved (passed 5-0) to appoint Brian Ritchie to serve as a Trustee for the remainder of term ending July 2001. Scherting moved (passed 6-0) to appoint Sullivan as President. Morris moved (passed 6-0) to appoint Scherting as Vice-President. Board Liaisons -- Morris moved (passed 6-0) to appoint

Brian Ritchie to the Neighborhood Watch Committee, John Ryan to the Water Advisory Committee, and Joyce Skoien to the Nominating Committee. Social Club Charter – Scherting moved (passed 6-0) to approve the revised Social Club Charter and By-Laws. Building and Property Regulations -- Morris moved (passed 6-0) to approve the Building and Property Regulations (aka the Building Guidelines) as amended for submittal to the membership; ballots to be disseminated in about 2 weeks with the election on 12 April 2001. Renter Policy – Morris moved (passed 6-0) to approve memo to committee chairpersons to begin dialogue about the Club's policies regarding renters.

9. Announcement: Study Session on 13 March 2001 at 7:00 p.m. . Variance hearings at 6:45 p.m. on 15 March 2001 with the Regular Board of Trustees meeting following the hearings. All meeting at Clubhouse.

10. Adjournment: President adjourned the meeting at 7:50 p.m.

Submitted by:

Approved by:

Joyce Skoien, Secretary

David Sullivan, President

**CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
7 March 2001**

- 1. Call to order:** The special meeting was called to order at 1:30 p.m.
- 2. In Attendance:** David Sullivan, Robin Scherting, Joyce Skoien, John Ryan, Mark Morris, Daniel David, Brian Ritchie, and George Castaneda.
- 3. Executive Session:** Skoien moved (passed 6-0) to go into Executive Session with George Castaneda, our Manager, to discuss his pending resignation.
- 4. Business:** George Castaneda informed the Board he plans to resign at the end of his present contract, which occurs at the end of August 2001. The Board decided on the following procedure:
 - Each Board member and the manager will review previous job descriptions and present their recommended changes, comments, etc., at an executive session to be held an hour before the regular study session on March 13th. We hope to finalize the job description at that meeting.
 - The manager's position will be advertised in our in-house newsletter only, starting with the April edition. If we are unable to obtain qualified applicants, we will pursue advertising outside our community.

- 1. Adjournment:** The President adjourned the meeting at 2:30 p.m.

Respectfully Submitted:

Joyce Skoien, Secretary

David Sullivan, President

**CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
13 March 2001**

- 1. Call to order:** The special meeting was called to order at 6:00 p.m.
- 2. In Attendance:** David Sullivan, Robin Scherting, Joyce Skoien, Brian Ritchie, and George Castaneda. John Ryan, Mark Morris, and Daniel David were absent.
- 3. Executive Session:** Skoien moved (passed 4-0) to go into Executive Session with George Castaneda, our Manager, to finalize the Manager's job description.
- 4. Business:** The Board took the following actions after reconvening:
 - Ritchie moved (passed 4-0) to accept the Job Description for the Manager as amended.
 - Scherting moved (passed 4-0) to accept the amended ad for the manager's position to be placed in the April newsletter.
- 2. Information:** Skoien will attach the benefits section from EMP01 to the job description package to be given to interested applicants.
- 3. Adjournment:** The President adjourned the meeting at 6:55 p.m.

Respectfully Submitted:

Joyce Skoien, Secretary

David Sullivan, President

**CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
15 March 2001**

- 1. Call to order:** The regular meeting was called to order at 6:45 p.m.
- 2. In Attendance:** David Sullivan, Robin Scherting, Joyce Skoien, John Ryan, and Brian Ritchie. Daniel David and Mark Morris absent.
- 3. Variance Hearing:** Two variance requests were presented. The following actions were taken:
 - 4.** Skoien moved (passed 3-0, 1 abstain) to approve the 18-inch height variance for Lot 11, Div 3, Blk 5, Colony.
 - 5.** Skoien moved (passed 4-0) to approve the setback variance for Lot 12, Div 3, Blk 9, Colony.
- 6. Fire District #6:** Mike Eliason, Administrator, gave a presentation on the status of Fire District #6.
- 7. Action on Minutes:** Ritchie moved (passed 4-0) to approve the minutes of the Regular Board of Trustees Meeting of 15 February 2001. Scherting moved (passed 4-0) to approve the Special Board of Trustees Meetings of 7 March and 13 March 2001.
- 8. Treasurer's Report:** As of 2 March 2001 we have \$43,503.34 in the checking account, \$81,304.11 in the operational account, \$266,260.02 in the Bank of America reserve account, and \$100,000 in the Capital One reserve account. \$33,000 has been transferred from checking to operational investment account; will be reflected on next month's statements. Have not received notification of the interest earned on the Capital One investment. Delinquent accounts are appended to the minutes.
- 9. Committee Reports:** Environmental – Asphalt plant appeals hearing is Mar 22, at 9:00 a.m. in PT High School Auditorium. Robert Forbes, Kingston professor of geology, PTMSC will be speaking on Mar 30 from 7:00-8:30 p.m. at Marine Science Center. Many ideas are being discussed for landscaping around the clubhouse; recommend proposals for landscaping all common areas be processed by the environmental committee and approved by the Board. Recommend presenting new beach rules in a positive manner; Barb Hill/Robin Scherting will meet with Bob Skoien to discuss having marina guys prepare these signs. Carl Hill/Jack Scherting looking into replacing decaying log barrier at Memorial Park with post and chain fencing similar to that at marina. The trash barrel and dog box will be moved so as not to disrupt the view. Carl/Jack will also erect the brass plaque donated to the Memorial Park. The Gibsons have donated their time and skills in doing the lettering for the Fred Evans Woodland Trail signs; Carl Hill will stain the signs.

The First Day of Spring Potato Party will be held on Wed, Mar 21, at 5:00 p.m. in the Clubhouse. Steve Minta presented information on eliminating the three noxious weeds Scotch Broom, Tansy Ragwort, and Horse Tail; a weed torch/propane tank is at the office for loan. Recommend that no work should continue on the Ravine project until an in-depth assessment has been conducted. Fourteen members worked 28 hours at the Woodland Trail and Memorial Park. A schedule is being worked out to review all common areas of Cape George. Another work party is scheduled for Wed, Apr 16, at 1:00 p.m.; meet at the Colony mail boxes. Discussion on renters policy was postponed until the April meeting.

Marina -- Electrical installation on South Docks is complete and waiting for inspection and for Puget Sound Energy to make the final connection. We purchased a new welder from Key Electric; we would like to thank Don Thorne, the owner, for his advice and his substantial price reduction. Don provided a top of the line welder for less than 50% of its retail value. It pays to have friends and members in the right place. Building three new moorings to be placed outside the entrance to the marina to replace the ones lost in the winter storms; attempting to replicate same type used by the Washington State Park. Most of the dock water supply has been repaired; hope to complete the job within the next week. Have altered the parking and traffic pattern around the shop. Enables members to get their boats to the back of the shop more easily and the rubbish truck driver, and propane truck driver can easily service the shop and pool. Ryan read thank you letter from the Marine Science Center for our \$50 donation; will be posted at the workshop.

Membership -- Robert and Dawn Madden purchased 151 Vancouver Dr., Colony; Dawn Santo purchased 181 N. Palmer, Colony; and Donald and Beatrice Thorne purchased Lots 10 and 11, Cresthaven, Colony.

Social -- Our Silent Auction in February was attended by 89 people who enjoyed a potluck dinner and bid on about 70 items. Net profit for the event was \$1300. A second fire pit is being built on the north side of the clubhouse; should be completed in time for the salmon BBQ. A large thanks to George Balaski and Bill Magrillo for all their effort. Our input for opening the clubhouse and social functions to renters will be reported at the Board's May meeting as we won't have a business meeting until April 23. Coming events include Easter Services, Sunday, April 15 at 7:00 a.m. and Granny's Attic, May 4-5 at the Clubhouse.

Swimming Pool -- Discussed declining pool membership, partly due to the increase in the user fee, and the need for additional funds due to the rising energy costs. Need to address this problem during the next budget cycle. In response to the Board's request for committee input regarding renters using the pool, we voted unanimously to allow renters to use the pool by paying the user fee now in effect or, if in the future, we allow all property owners access to the pool through our yearly assessments, then renters should pay a nominal fee determined by the Board for its use. We will no longer supply pool toys since the basket for holding them has been taken and the balls and water toys have either been broken or taken too. A new shower door has been installed in the men's dressing room. \$8.65 spent on cleaning supplies.

Water Advisory -- Waiting on word from the State Health Dept on our Water System Plan. Our aquifer is fine, but it is recharged from rainfall. Conservation will be a must this summer to save both water and energy to pump it. We must continue to demonstrate our dedication to conservation if we hope to have our additional water rights approved.

10. Manager's Report: Most of my time spent on preparing the 2001/2002 draft budget

which has been distributed to the Board. Two members in the Colony experienced car prowls, but both cars were left unlocked. Three of our new road signs in the village were stolen. Vehicles, garages and storage sheds need to be locked at night and nothing of value left out in the yard. I have officially notified the Board of Trustees that I will be resigning as Club Manager effective the 31st of August. This will allow the Board sufficient time to find a new Manager.

11. Member Participation: A member requested pool table be moved away from wall so it can be used. Also requested the renter's policy be voted on by the membership; President stated we are only in the early stages of collecting information. Windowing versus topping of trees was discussed.

12. Information: (a) George Castaneda, our Manager, has resigned, effective 31 August 2001. (b) Study session has been changed to 3:00 p.m. on the second Tuesday of each month beginning 10 April 2001. (c) Agendas for study sessions and Board meetings will be posted on bulletin boards prior to meetings. (d) Board members plan to attend the monthly meeting of Fire District #6 on Tuesday, April 10th at 7 p.m. to represent Club concerns. (e) Members are encouraged to notify the office of any crime or vandalism in the Club so a summary can be published in the newsletter. (f) Week-end schedule of Board members on call for emergencies will be posted in the newsletter. (g) President will return to publishing the "From the President" column in the newsletter to help with membership communication. (h) A prebudget meeting is scheduled for Tuesday, April 19th, at 7:00 p.m. at the Clubhouse to listen to ideas from the members.

13. Business: Nominating Committee – Ryan moved (passed 4-0) to renew Don Lee as chairman of the Nominating Committee. Beadblaster -- Ryan moved (passed 4-0) to approve the purchase of a Trimline Beadblaster, Cabinet, and Trigger gun at a cost of \$650 from account #8010-007 (fundraising monies) for the Marina. North Dock Electrical – Skoien moved (passed 4-0) to approve an AFE for \$1013.50 + tax to update the electrical on the north docks. Clubhouse – Scherting moved (passed 4-0) to close the clubhouse from Apr 30th through May 4th for Granny's Attic.

14. Announcement: Study Session on 10 April 2001 at 3:00 p.m. . Variance hearing at 6:45 p.m. on 12 March 2001 with the Regular Board of Trustees meeting following the hearings. All meetings at Clubhouse.

15. Adjournment: President adjourned the meeting at 8:25 p.m.

Submitted by:

Approved by:

Joyce Skoien, Secretary

David Sullivan, President

**CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
12 April 2001**

- 1. Call to order:** The regular meeting was called to order at 6:45 p.m.
- 2. In Attendance:** David Sullivan, Robin Scherting, Joyce Skoien, Daniel David, Mark Morris, John Ryan, and Brian Ritchie.
- 3. Variance Hearing:** Skoien moved (passed 6-0) to approve the 2-foot height variance for Lot 16, Div 6, Village, Huckleberry Place.
- 4. Action on Minutes:** Scherting moved (passed 6-0) to approve the minutes of the Regular Board of Trustees Meeting of 15 March 2001 as amended -- the date for the environmental work party is Monday, April 16th instead of Wednesday, April 16th.
- 5. Treasurer's Report:** As of 2 April 2001 we have \$7,171.08 in the checking account, \$104,680.96 in the operational account, \$267,280.13 in the Bank of America reserve account, and \$100,000 in the Capital One reserve account. Delinquent accounts are appended to the minutes.
- 6. Election Results:** Marilyn Hider, election chairperson, reported that 243 ballots were cast -- 204 approved, 39 disapproved. Thus, the proposed Building and Property Regulations are ratified with a 12 April 2001 effective date.
- 7. Committee Reports:** Building -- Approved Charles Boulay application to construct a residence on N. Rhododendron, Colony (Div 3, Blk 5, Lot 11). Referred to the Environmental Committee Jean Farlow's request to remove a dead tree on Club common property at 150 Ridge Dr, Village. Approved Virginia Thompson and Stewart Pugh's request to build a residence at 184 Colman Dr., Colony. Approved Carl and Barbara Hill's application to construct an addition to their residence at 141 Maple Dr., Village. Disapproved Dawn Santo's request to install a metal carport in front of the attached garage at 181 N. Palmer Dr., Colony and, by letter to the applicant, suggested what the Building Committee members regard as preferable alternatives. Environmental -- Recommend that if reports given to the Board to be included in the Newsletter are edited and the meaning is changed the committee should approve those changes. It was also noted that the wrong date for the weeding/clean-up party was given. The date is Monday, April 16, 1:00 p.m. not Wednesday, April 18, 1:00 p.m. Notices have been put on the bulletin boards with the correct information. A packet is being prepared concerning beach/bluff monitoring issues and will be given to all bluff home owners. Recommend renters be allowed to use out-door common areas only. A list of common areas was reviewed. Committee will review common property at the 4-stop at the Colony entrance after meeting. When completed, a report will be given to the Board. Barbara Hill reported that the spring potato party netted over \$450. Noxious weeds were discussed. A propane

tank and torch are available at the office for community use. Membership -- Larry and Laura Coupe purchased 134 San Juan Dr., Colony. Nicholas Gerich purchased 150 Maple Dr., Village. Jerry and Marsha Keen purchased 150 Hemlock, Village. Pamela Morton purchased lot 64, Div 3, Village. Social -- On April 23rd there will be a "coffee" business meeting of the Social Club -- shall discuss a few matters, one of which will be the opening of club amenities to renters at Cape George. There will be an Easter Sunday service at the clubhouse at 7:00 a.m.; following the service will be a light brunch. Granny's Attic will be held May 4th & 5th; donations will be accepted at the clubhouse beginning the week of April 30th.

8. Manager's Report: Water meters have been read for the 1st quarter of the year. Water conservation seems to be working as I will be sending excess water use letters to only 21 of our members. Mac and Dave Frazier picked up around 200 feet of chain from the Coast Guard in Seattle; some will be used at Memorial Park and some around the Marina and picnic area. Overhanging tree branches in the Club were trimmed and chipped. The chips are piled near the wooded area in back of the Colony's mail boxes; anyone that needs chips can just help themselves. There will be more available when Asplund contractors come to do the trimming around the power lines. John Ryding and Jerrod Davis, two engineers from the State Dept of Health were here last week to conduct what will probably become an annual sanitary survey; this is a routine inspection of our water facilities and a review of our maintenance operations. I have ordered the street signs to replace the three stolen from the Village and the one from Marina Dr.

9. Member Participation: Ray Pierson reported that there are still areas needing tree trimming; George indicated there will be more done since rain curtailed the trimming operation. Kathy Ritchie thanked George and Mac for striping the parking lot at the clubhouse/marina. Ed Skowyra explained what a great job Mac does with our water system and that the entire community should be very thankful -- our entire filtration system was installed without any bacterial contamination and that is directly related to Mac's careful work.

10. Information: (a) Zane Wyll has been appointed Fire Commissioner for District #6. (b) Applications for the Manager's position are available at the office. Applications are due by 21 April. (c) A Pre-budget hearing will be held at 7:00 p.m., Thursday, April 19th, at the Clubhouse; members should attend to let their members know what items they would like to see in the budget. (d) A member has offered to sell to the Club his lot in the Colony; the President will be meeting with the owner at 1:00 Sunday, April 14th, to check out the property -- members are invited to attend.

11. Business: Well #6 -- Morris moved (passed 6-0) to approve a contract for \$2080 to NTI to design the plumbing and electrical plans for well #6. Pool Table -- Morris moved (passed 6-0) to terminate the trial period of the donated pool table in the Clubhouse and return it to the Social Club for Granny's Attic. Fire District Liaison -- Scherting moved (passed 6-0) to approve the President as the Club's liaison with Fire District #6 to advocate maintaining adequate fire protection and emergency medical services.

12. Announcement: Pre-budget hearing on 19 April 2001 at 7:00 p.m. Study Session on 8 May 2001 at 3:00 p.m. Regular Board of Trustees meeting on 10 May 2001 at 7:00 p.m. All meetings at Clubhouse.

13. Adjournment: President adjourned the meeting at 8:00 p.m.

Submitted by:

Approved by:

Joyce Skoien, Secretary

David Sullivan, President

**CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
8 May 2001**

- 1. Call to order:** The special meeting was called to order at 3:00 p.m.
- 2. In Attendance:** David Sullivan, Robin Scherting, Joyce Skoien, Brian Ritchie, John Ryan, Mark Morris, Daniel David, and George Castaneda.
- 3. Business:** Sullivan announced the Manager Selection Panel interviewed five candidates last week. The Panel has made its recommendation to the Board. George Castaneda asked the Board to hold off making any decision for two weeks because his plans may change. Ryan moved (passed 6-0) to delay further action on replacing the Manager until George gets back to the Board with his decision. George will inform candidates of delay.
- 4. Adjournment:** The President adjourned the meeting at 3:15 p.m.

Respectfully Submitted:

Joyce Skoien, Secretary

David Sullivan, President

**CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
10 May 2001**

- 1. Call to order:** The regular meeting was called to order at 7:00 p.m.
- 2. In Attendance:** David Sullivan, Robin Scherting, Joyce Skoien, Mark Morris, John Ryan, and Brian Ritchie. Daniel David absent.
- 3. Action on Minutes:** Ritchie moved (passed 5-0) to approve the minutes of the Regular Board of Trustees Meeting of 12 April 2001. Scherting moved (passed 5-0) to approve the minutes of the Special Board of Trustees Meeting of 8 May 2001.
- 4. Treasurer's Report:** As of 1 May 2001 we have \$25,627.60 in the checking account, \$105,039.79 in the operational account, \$268,196.32 in the Bank of America reserve account, and \$100,000 in the Capital One reserve account. Delinquent accounts are appended to the minutes.

Committee Reports: Building – Approved permit for Terry Steben to fill driveway area on Huckleberry Place (Lot 10, Div. 6). Approved permit for Gary and Jean Kinney to build a residence on West Vancouver Place, Colony (Block 13, Lot 2, Div 6). Approved earthwork permit for Todd Esklin to prepare lot on Sunset for construction of a residence (Block 4, Lot 7, Div. 2). Approved permits for Patrica Murray to construct a residence on Huckleberry Place (Lot 16, Div. 6). Marina – A new tool room in the workshop has been completed and two new mooring buoys have been deployed; two more buoys are being prepared. Need gate to Marina Drive set to open at 5:00 a.m. due to halibut season opening 17 May. Membership – Dale Huselton is the new owner of Lot 20, Div 3, Village. Bruce Strobridge and Vi Raddatz purchased Lot 31, Div 3, Village. Neighborhood Watch – Bob Tilley, a retired police officer and crime prevention practitioner, volunteered to lead the NWP training. Block perimeters are now being set; each block can contact Bob to reserve a training date. Materials will be provided by the Club the night of the training. Started a monthly newsletter report of any vandalism, suspicious behavior or criminal activity occurring in the Club. All incidents should be reported to the Club office and, if witnessed, reported immediately to the sheriff. In response to Board's request for committee input on granting renters privileges and how that could benefit or deter the effectiveness of the NWP, we recommend changing the current rules to allow renters (a) access to trails, parks, beaches and office, (b) ID decals for vehicles with an expiration date, (c) visit by the welcoming committee on move in to explain the community, (d) open invitation to all social/fundraising events, (e) expectation of participation in the NWP, (f) to volunteer for fundraising events and scheduled common area gardening, weeding, and clean up activities, and (g) swimming pool privileges. We recommend the following remain unchanged: (a) use of marina, workshop and clubhouse rental and (b) voting privileges or committee membership. All above privileges would be contingent upon the homeowner's agreement to allow their renter privileges and homeowner bearing all financial responsibility, including all fees, fines, and damage assessments. Social – The big event for May was Granny's

Attic with approximately 300 shoppers attending; through tremendous effort of our members we netted \$2065.78. These monies will be held to combine with our profit from the Christmas Bazaar, and then distributed to the various committees and charity. Upcoming events: a possible picnic at the beach on Memorial Day and a luncheon/installation of officers for 2001/2002 on June 25th (reservations required by June 18). New officers for 2001/2002 are: Co-chairs – Mary Bruce, Linda Morris, Kathy Ritchie; 2nd Vice President – Mary Maltby; Treasurer – Barb Hinchliff; Secretary – Geri Barnett. Efforts are underway for a cover over the front entry to the clubhouse and ramp. Still awaiting the new BBQ fire pit for the Salmon BBQ. First Salmon BBQ meeting was held on May 7; event is planned for July 15th. In response to Board's request for input on renters policy, we recommend that renters not be allowed in the Social Club. Water Advisory – State Dept of Health has reviewed our Water System Plan Update and has requested 19 changes or additional information. These range from minor editing changes to some very major studies that we had hoped to avoid to reduce our costs in preparing our WSP. We are working with NTI to determine the most appropriate way to address the various issues. Many of the issues raised are procedural in nature and the Dept of Health did state in their cover letter that our WSP was very well prepared. The changes are to be submitted by July 6th.

5. Manager's Report: I have the paint for the pool entry area and, if weather permits, it will be done next week. We will be installing a pedestal type sink in the outside pool bathroom. Last Saturday we had some vandalism on three boats in the marina. No serious damage, but fuel lines were cut and some items are missing. We also lost three more of our street signs in the Village. Each sign costs about \$30; we have lost about 10 signs. According to the Sheriff's Dept., this is considered a 2nd degree class C felony, punishable up to 5 years in prison. Deputy Anderson will ask his officers to drive through the Club when possible. I would like Board's authorization to post a reward of a \$100 or more for the identification and conviction of the person(s) doing this vandalism. If anyone has any ideas on how to solve this problem, please let me know.

6. Member Participation: Ben Fellows asked how we are doing on executing this year's budget; a general discussion followed. Members were encouraged to attend the Budget meeting to be held on 23 May, both this year's budget and next year's budget will be discussed in detail.

7. Information: The Selection Panel for the Manager's position has made its recommendation to the Board. The Board has deferred any action for 2 weeks to allow George Castaneda time to decide whether he will be leaving the area or not.

8. Business: Lot Purchase – Scherting moved (passed 5-0) to rescind authority for Manager to negotiate for Club purchase of Lot 1, Div 3, Blk 9 in the Colony; funds are not available. Trustee Candidates – Skoien moved (passed 5-0) to accept the list of candidates submitted by the Nominating Committee. Candidates are: Mark Morris, Duane Nail, Brian Ritchie, and Robin Scherting. "Meet the Candidates" will occur one hour prior to the 12 June Study Session. An orientation for Board members will be held prior to the

Study Session in August. Ravine Project – Skoien moved (passed 5-0) to direct our Manager, with the assistance of our consultant Herb Armstrong, to share our plans for the ravine with the Planner at the Community Development Center to determine any requirements that need consideration. Comprehensive Drainage Plan – Skoien moved (passed 5-0) to postpone any action due to lack of funds; will be considered for possible inclusion in the 2001/2002 budget. Jet Ski – Skoien moved (passed 5-0) to approve Ervin Fortney's written request to use the marina's boat ramp to launch his grandson's and guest's jet skis. Treasurer's Position – Skoien moved (passed 5-0) to appoint Brian Ritchie as the Treasurer to replace Daniel David, who will be resigning as he is moving away. Reward – Scherting moved (passed 5-0) to post a \$250 reward for the identification and conviction of the person(s) responsible for our vandalism and thefts; funds to come out of general operations.

9. Announcement: Budget hearing on 23 May 2001 at 3:00 p.m. Study Session on 12 June 2001 at 3:00 p.m.; "Meet Candidates" to occur 1 hour prior to meeting. Regular Board of Trustees meeting on 14 June 2001 at 7:00 p.m. All meetings at Clubhouse.

10. Adjournment: President adjourned the meeting at 8:15 p.m.

Submitted by:

Approved by:

Joyce Skoien, Secretary

David Sullivan, President

**CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
23 May 2001**

1. Call to order: The special meeting was called to order at 3:00 p.m.

2. In Attendance: David Sullivan, Robin Scherting, Joyce Skoien, Brian Ritchie, Mark Morris, and George Castaneda. John Ryan absent.

3. Business:

- **New Manager:** Sullivan reported that George Castaneda has decided to resign, effective 31 August 2001. Therefore, the Board decided to continue with the process of replacing the Manager. Skoien moved (passed 4-0) to hire Zane Wyll as the new Manager as recommended by the selection panel, effective 1 August 2001. The Board wants to thank all the applicants – we had four excellent candidates, anyone of whom would have been a very good Manager.
- **Bluff Property:** As recommended by the Environmental Committee, Scherting moved (passed 4-0) to approve the expenditure of \$750 to have Mr. Elliot Menashe, an expert in bluff management, to look at the vegetation on our bluff common area and recommend whether to remove, thin, leave alone, etc. any of the material. He will also provide a community education program. Funding is to be split with the Environmental Committee's fundraiser monies and the budgeted Club common area maintenance funds.
- **New Trustee:** Skoien moved (passed 4-0) to appoint Gary Smith as the replacement for Daniel David, who left the Board due to selling his home and moving to North Carolina. Gary joined the Board for the rest of the meeting.
- **Web Site Liaison:** Scherting moved (passed 5-0) to appoint Joyce Skoien as the Board's liaison to the Web Master, Jerry Taylor. She will review the content of the site and recommend changes, additions, etc.

2. Adjournment: The President adjourned the meeting at 3:30 p.m. The Budget Planning Study Session immediately followed.

Respectfully Submitted:

Joyce Skoien, Secretary

David Sullivan, President

**CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
14 June 2001**

1. **Call to order:** The regular meeting was called to order at 7:00 p.m.
2. **In Attendance:** David Sullivan, Robin Scherting, Joyce Skoien, Brian Ritchie, Mark Morris, John Ryan, and Gary Smith.
3. **Action on Minutes:** Scherting moved (passed 6-0) to approve the minutes of the Regular Board of Trustees Meeting of 10 May 2001. Ryan moved (passed 6-0) to approve the minutes of the Special Board of Trustees Meeting of 23 May 2001.
4. **Treasurer's Report:** As of 1 June 2001 we have \$11,908.32 in the checking account, \$105,386.50 in the operational account, \$269,081.57 in the Bank of America reserve account, and \$100,000 in the Capital One reserve account. Delinquent accounts are appended to the minutes.
5. **Committee Reports:** Environmental – *Bluff Monitoring* -- A proposal to invite Elliott Menashe a bluff expert to walk the beach and provide an information program on the bluff and trees on the hillsides was approved; time and date will be in newsletter. *Budget* --\$ 3,000 in the budget for landscaping maintenance needs to be used before end of Sept or it will be lost. Decided to ask Castaneda to find someone to do the work and a member of this committee would show them the areas we want done. *Light Pollution* -- The marina has turned the lights to a downward position and shielded them which has helped a lot. *Memorial Park* -- Scherting reported that the potato feed netted \$481.66 for plants for the common areas. Besel has decided not to donate the concrete table to the Park. The bronze artwork has been installed and some plantings have been put around it. The Marina is moving forward with the post and chain barrier. Robin, Mary and Barb will be meeting with Castaneda to learn how to turn on the water and the watering schedule. *Dog Waste Disposal* – The box will be moved from Marine View Dr. to Cedar Park. *Newsletter* – Barb Hill will do the article this month. *Volunteers* – Need to track the hours volunteers work. There is a form that Mary Maltby will maintain. Each member responsible for giving her the hours each month at the committee meeting. Also a long overdue thanks to Bill Bruce for the use of his riding mower that volunteers use to mow Memorial Park and area around Clubhouse. Marina – Work accomplished this month included extension of our concrete work pad, dock maintenance, and shop reorganization. The Aux Coast Guard came out today to do safety check of some of our boats; about 8 boats were given a sticker of approval. We can get them out again for those interested in having their boats checked. Request permission to improve horseshoe pits; no cost to Club. Dredging will be July 20-21; bids have been sent out. Membership -- Dick and Margaret Elam purchased 172 Colman Dr., Colony; Norris and Jennifer Johnson purchased 151 Johnson Ave., Highlands; Robert and Jane Stebbins purchased 221 Ridge Dr., Village; and Roger and Barbara Wiemann purchased 194 Victoria Loop, Colony. Social – the Memorial

Day picnic was attended by approximately 20 people; held inside due to weather. On June 25th, a luncheon business meeting will be held to install officers for 2001/2002; lunch is catered at no cost to members. Need a chairperson for the scheduled 4th of July beach picnic; give Leanne Ryan a call if interested. The Salmon BBQ is scheduled for July 15th, with serving from 1:00-3:00 p.m. Reservations are a must by July 6th; limited to 350 people. A big thank you goes to George Balaski for building the new BBQ pit at the Clubhouse. Swimming Pool – Casteneda presented pool operation costs for the present year and we discussed proposed budget plans for 2001/2002. Members stressed the fact the pool is used for therapy as well as for recreation; we believe the pool should be accessible to all property owners. Outside entrance to the pool has been repainted and the south end of the building is being prepared for repainting. Some banners over the pool have been damaged and will be replaced. Discussed pool parties and the need for participants to obtain official form from the office; form is to indicate that no private parties are allowed. Expenditures by committee include cleaning supplies, 3 crates for storage, and banner for a total of \$24.76. Water Advisory – Skowyra presented the 19 changes the Dept of Health wants in our Water System Plan; the detailed changes are attached. Had our routine sanitary inspection by DOH in May; found only four minor issues. Their statement that “overall your system is well built and very well maintained” says a great deal about the efforts of Mac and George.

6. Manager's Report: Reported the vandalism that occurred in the Village on Jun 2nd and 3rd. Detailed report is attached and will appear in the Newsletter. A report was made to the Sheriff's Dept; they will make a pass through the community whenever possible. Also several volunteers and I are patrolling the streets on the weekends. We suspect children because nothing is being taken; just destroyed or damaged. Still receiving complaints about driving habits of our members; speeding and failing to stop at stop signs. Requesting Board consider placing speed bumps at the 4-way stop in the Colony. Will be placing “Caution Children at Play” signs at several locations. Several members of Gray Wolf Ranch, under Mac's supervision, have been working removing Scotch Broom from the Club entrance and Memorial Park, clearing the trail from Victoria Loop down to Marina Drive and other work around the Club's common areas. Most of my time this month has been spent on the 2001/2002 Budget. The final draft is ready for the Board's review.

7. Member Participation: Huselton asked if roofing the workshop was in the new budget. The workshop roofing project is in this year's budget and bids are being requested.

8. Information: (a) FIRE WISE, a DNR training program on reducing wildfires, 8:00 a.m. to 5:00 p.m. at WSU in Port Hadlock on 27 Jun 01. Consultation on management of Club-owned bluff property by Elliott Menashe is scheduled for 9:00 a.m., 6 Jul 01. A summary of recommendations will be presented at the Clubhouse at 2:00 p.m., with a Q&A period. Information packets will be available. All members are invited. (c) All members are encouraged to visit www.capegeorge.org to see the improvements our

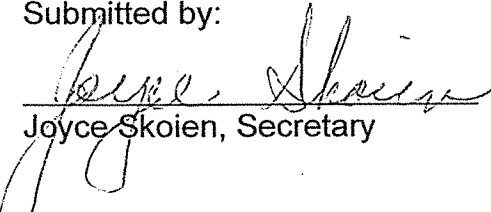
Webmaster Gerry Taylor has implemented and to get on our e-mail list.

9. Business: Water Advisory Appointment – Skoien moved (passed 6-0) to appoint Larry Southwick to the Water Advisory Committee. Environmental Appointment – Scherting moved (passed 6-0) to appoint Bob Tilley as chairperson for the Environmental Committee. Cross Connection Control Program – Skoien moved (passed 6-0) to adopt the Cross Connection Control Program as outlined in Chapter 6, section 6.8, of the year 2000 update of the Water System Plan. Lot Maintenance – Discussed needs for equipment and frequency of mowing of unimproved lots. Issue placed on the To Do List; Morris assigned responsibility for collecting data. 2001/2002 Budget – Reviewed new draft of budget. Set Thursday, 7:00 p.m., 28 June as a special board meeting to finalize the budget. Morris presented a motion that read “move that the members be asked to vote on a change in the Bylaws at the same time they vote on the budget but as a separate item. The change required is: Article III, Section B1, para 2, ‘the Board may impose and collect payments (\$20.00) per month per lot, and may be adjusted to an increase equal to or less than the Consumer Price Index increase since the last adjustment. The actual amount of the annual assessment is determined by the Board.’ “. After Board discussion, Morris asked to postpone any action on the motion. Horseshoe Pits – Ritchie moved (passed 6-0) to approve Marina Committee’s request to improve the horseshoe pit area; no funds needed.

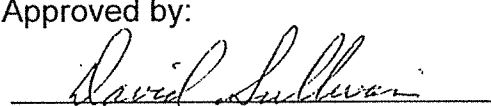
10. Announcement: Special Board of Trustees meeting on 28 June 2001 at 7:00 p.m. to finalize the budget. Study Session on 10 July 2001 at 3:00 p.m.; Regular Board of Trustees meeting on 12 July 2001 at 7:00 p.m. The Annual Membership meeting on July 14th at 2:00 p.m. All meetings at Clubhouse.

11. Adjournment: President adjourned the meeting at 8:30 p.m.

Submitted by:


Joyce Skoien, Secretary

Approved by:


David Sullivan, President

**CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
28 June 2001**

1. **Call to order:** The special meeting was called to order at 7:00 p.m.

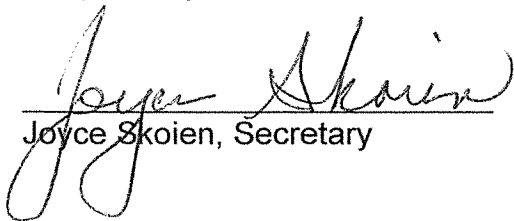
2. **In Attendance:** David Sullivan, Robin Scherting, Joyce Skoien, Brian Ritchie, Mark Morris, Gary Smith, and George Castaneda. John Ryan absent.

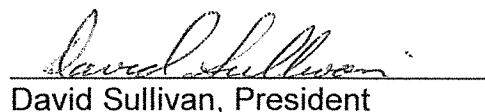
3. **Business:**

- **Fireworks:** Skoien moved (passed 4-1) to delineate an area north of the Clubhouse for all Cape George residents to set off legal fireworks on the 4th of July from 6:00 p.m. to 11:00 p.m. The fire department will supply a volunteer fireman and a fire truck to man the area during this time. The Board highly recommends no fireworks be set off on private property or on the Club's roads/right-of-ways due to the very high fire hazard in effect now. Mailboxes will be stuffed with this notice.
- **2001/2002 Budget:** Morris moved (passed 5-0) to accept the finalized budget for ratification by the members. The budget includes a \$5.00 per month special assessment for general operations. Detailed information on the reasons for the assessment will be available at the General Membership meeting on 14 July 2001. This information will also be included in the August newsletter and will be stuffed with the ballot. The ballot will be mailed out to the membership around the middle of July.
- **Budget Ratification:** Skoien moved (passed 5-0) to set 16 August 2001 as the hearing/poll date for ratifying the budget.

2. **Adjournment:** The President adjourned the meeting at 8:40 p.m.

Respectfully Submitted:


Joyce Skoien, Secretary


David Sullivan, President

**CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
12 July 2001**

- 1. Call to order:** The regular meeting was called to order at 7:00 p.m.
- 2. In Attendance:** David Sullivan, Robin Scherting, Joyce Skoien, Brian Ritchie, Mark Morris, John Ryan, and Gary Smith.
- 3. Action on Minutes:** Scherting moved (passed 6-0) to approve the minutes of the Regular Board of Trustees Meeting of 14 June 2001 and the Special Board of Trustees Meeting of 28 June 2001.
- 4. Treasurer's Report:** As of 1 July 2001 we have \$4,829.54 in the checking account, \$105,667.89 in the operational account, \$269,800.03 in the Bank of America reserve account, and \$100,000 in the Capital One reserve account. Delinquent accounts are appended to the minutes.
- 5. Committee Reports:**
 - Building** – (a) Approved Ken Slattery's request to clear trees and do earthwork necessary to prepare a home site on Lot 9, Div 5 (Highlands). County must approve converting the property from forest to residential before a CGCC permit will be issued. (b) Approved Imre Horvath's request to install a drain pipe and fill the ditch along the road at 275 Quinault Loop. (c) Approved David Powell's request to remove five trees at the rear of their home (91 E. Rhododendron) to provide a fire break and reduce the potential for damage due to wind throw. (d) Approved Chris Adam's request to landscape lots 61 and 62, Div 4 (Village). (e) Approved Sherry Smith's request to remove two trees (51 Sequim Pl) to restore neighbor's view. (f) Approved Todd Esklin's application to construct a residence on Sunset Dr (Lot 7, Blk 4, Div 2). (g) Approved Justin Gray's application to install a manufactured home on Lot 19, Div 7 (Highlands). (h) Approved Charles Buchko's request to remove trees at 41 Sequim Pl to restore a neighbor's view. (i) Approved Peter Basich's request to construct a garage adjacent to his residence at 83 Ridge Dr (Village). (j) Approved Dawn Santo's request to add an 8-foot extension to the attached garage at 181 N. Palmer Dr (Colony). (k) Dan Graczyk's request to cut trees on the bluff behind his residence at 73 W. Vancouver Dr (Colony) referred to the Board because the proposed activity may have a negative impact on CGCC common interests. The request should be approved or denied on the basis of findings which the Building Committee is not qualified to discover. **Environmental** – No committee meeting; a future report will be made on the findings from the bluff survey. **Marina** – Fellows reported Zane Wyll has resigned as Harbormaster to take the position of Manager of the Club. Dale Huselton has agreed to become the Harbormaster. Wish to thank Zane for all his work at the Marina. **Membership** -- Valerie Hampson purchased 181 Ridge Dr, Village; Justin Gray purchased Lot 19, Div 7, Highlands; William and Carol McFarland purchased Lot 32, Blk 4, Div 2, Colony; Tony and Heather Polizzi purchased 150 Hemlock, Village; Mark Peil and Sherry Erickson purchased Lot 52, Blk 5, Div 3, Colony; and Charles and

Dee Dee Murphy purchased Lot 47, Blk 5, Div 3, Colony. Roads -- Committee recommends: (a) *Sealing* - Need to set aside adequate reserves to chip seal roads in approximately 4 years. (b) *Speeding* - Speed bumps have not been as effective as desired. Failure to stop at 4-way intersection in Colony has led to many near misses. Paint lines on road where drivers should stop. (c) Colman -- Install either a "no thru way" or "no outlet" . (d) *Gravel* -- continues to be spread from shoulders and driveways, decreasing life of roads; solutions include adding asphalt to increase the radius of turns at intersections, replacing gravel with a crushed rock that would be less mobile, sweeping problem areas more frequently, and driving *on* the road. (e) *Horsetail* -- Roadside spraying of herbicides has been counterproductive in controlling horsetail, killing only the competitive plants; An acidic product from wine vinegar is being researched and holds promise. A few volunteers have checked out the weed torch, but not enough to solve the problems. (f) *Trees* -- trees growing in the roadways should be removed before they cause damage and the Manager should be able to make this decision. (g) *Ravine* -- ravine needs surface contouring done to allow drainage into catch basins or to the side and revegetated before the next storm season. Trash rack with easily removable, cleanable screen needs to be installed and dispersal rock at exit of Huckleberry drain as well. Riser and cleanout on the Marine View PI drain where it starts down into the ravine hasn't been added. Stormwater Management Permit Supplemental Application has not been submitted. Social -- Last business meeting held on 25th of June; about 60 guests attended the salad luncheon. It was decided that the storage area in the clubhouse, next to the pool would be revamped to make a better storage area. One bid has been obtained; seeking a second bid. Will vote on contractor and then approach the Board for approval. New officers were introduced, along with new Club members. June Skoien and Freda Woolsey supplied the entertainment. Salmon BBQ will be held on Sunday, July 15. Swimming Pool -- Nancy Stilbert has catalog from WMS Aquatics that has pool exercise equipment at a very reasonable price; members interested in equipment should contact Marilyn Hider to get the catalog. Need members in the pool to help keep the banners out of the water while changing out the damaged banners. Joyce Skoien will coordinate installation after the 4th of July. Voted to buy 10 coral red floor mats from WMS Aquatics at a cost of \$3.38 each to replace the wooden platform in front of the women's showers from pool fund-raiser monies. Skoien updated committee members on the status of the 2001/2002 Club budget. Water Advisory -- None; will give full report at the membership meeting.

6. Manager's Report: None; annual report will be given at Membership meeting on Saturday, July 14th.

7. Member Participation: Skowyra requested the Board keep the membership better informed on upcoming projects; especially for those members who do not reside here. The Board will address methods to improve information dispersal.

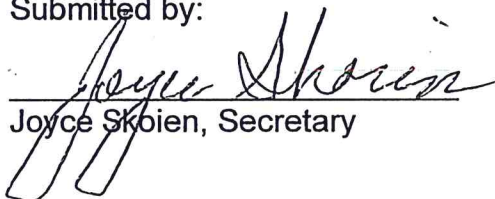
8. Information: A part-time cleaning person is needed for the swimming pool area and dressing rooms; please contact office.

9. Business: Harbormaster – Ritchie moved (passed 6-0) to appoint Dale Huselton as Harbormaster, replacing Zane Wyll. Neighborhood Watch – Skoien moved (passed 6-0) to allow the committee to spend part of funds allocated for printing training material (\$150) on other items needed for program implementation. Barn Replacement – Due to the unacceptable condition of the Barn, Morris moved to construct a shop/garage building in the southwest corner of the common area (behind the Barn) at a cost of \$17,000 out of Capital Reserves and to make a decision on whether to tear down the barn (demolition part of replacement costs) or to maintain the Barn as an historical building (costs incurred would require special assessment) after receiving input from the membership. Morris agreed to postpone motion for one month in order to inform members of planned action. Building Permit – Skoien moved (passed 6-0) to authorize Manager to start permit procedure for new shop/garage building.


10. Announcement: (a) Annual Membership Meeting, 2:00 p.m., July 14th, at the Clubhouse. (b) Regular Study Session on August 14th at 7:00 p.m. in the Clubhouse. (c) Vote on the 2001/2002 Budget at the regularly scheduled Board Meeting, 7:00 p.m., Thursday, August 16th at the Clubhouse.

11. Adjournment: President adjourned the meeting at 8:00 p.m.

Submitted by:


Joyce Skoien, Secretary

Approved by:


David Sullivan, President

**CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
14 July 2001**

1. Call to order: The special meeting was called to order at 3:40 p.m.

2. In Attendance: David Sullivan, Robin Scherting, Joyce Skoien, Brian Ritchie, Gary Smith, and Duane Nail. Mark Morris absent.

3. Business:

- Selection of new Board officers.

Sullivan moved (passed 5-0) to appoint Joyce Skoien as President
Skoien moved (passed 5-0) to appoint Robin Scherting as Vice-President.
Skoien moved (passed 5-0) to appoint Gary Smith as Secretary
Skoien moved (passed 5-0) to appoint Brian Ritchie as Treasurer

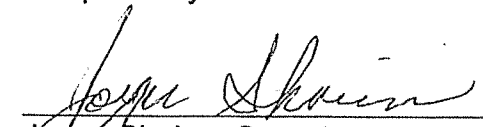
- Board Liaison assignments:

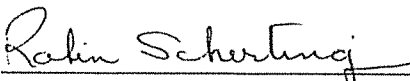
Building	Brian Ritchie
Environmental	David Sullivan
Finance.....	Brian Ritchie
Financial Overseer*	Mark Morris
Long-Range Planning.....	Joyce Skoien
Marina	Duane Nail
Membership.....	Gary Smith
Memorial.....	Robin Scherting
Neighborhood Watch	Mark Morris
Nominating	Duane Nail
Roads	David Sullivan
Social Club	Robin Scherting
Swimming Pool	Joyce Skoien
Water Advisory	Gary Smith

*Reviews each month's financial transactions

4. Adjournment: The President adjourned the meeting at 5:00 p.m.

Respectfully Submitted:


Joyce Skoien, Secretary


Robin Scherting, Vice-President

**CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
16 Aug 2001**

- 1. Call to order:** The regular meeting was called to order at 7:20 p.m.
- 2. In Attendance:** Joyce Skoien, Robin Scherting, , Brian Ritchie, Gary Smith, David Sullivan, Mark Morris, and Duane Nail.
- 3. Action on Minutes:** Scherting moved (passed 6-0) to approve the minutes of the Regular Board of Trustees Meeting of 12 July 2001 and the Special Board of Trustees Meeting of 14 July 2001.
- 4. Treasurer's Report:** As of 1 Aug 2001 we have \$33,980.25 in the checking account, \$90,932.56 in the operational investment account, \$270,548.31 in the Bank of America reserve account, and \$100,000 in the Capital One reserve account. \$25,848.85 of the operational investment account are fundraising monies and are not part of the Club's budget. Delinquent accounts are appended to the minutes.
- 5. Committee Reports:** Building – (1) Reported by separate memo on the committee's review of variance request on Victoria Loop (Lot 8 Blk 1, Div 1) (2) Approved permits for Terry Steben to prepare lots 17 & 18 Div. 6 (Huckleberry Place) for construction of residence. (3) Approved permit for Fred and Sally Esson to construct a new residence on Marine View (Lot 3, Div 3, Village). (4) Approved permits to cut trees for following members Spence Floyd, 320 North Palmer; William and Carol McFarland, South Palmer (Lot 32, Blk. 4, Div2); and Lonnie Phillips 170 Johnson, (Highlands). Environmental – Approved Carl Hill to replace 4x4's along driveway of Memorial Park with post & chain as well as other changes. Jack Scherting and Hill will strip and relacquar the brass sculpture to prevent corrosion. Will obtain new timer for sprinkler system and a gazebo to provide shade. Barb Hill will coordinate transplanting of plants at the North Village entrance to the South Village entrance. A verbal report was given on the bluff vegetation with a written report at the next meeting. Picnic table storage in the shelter north of the clubhouse will be discussed by Judy Hagen with the Social Club to see if other arrangements would be better. Any Tansy Ragwort has been seen in the community and members are encouraged to remove it before it goes to seed. Work parties are arranged for Mondays at 1pm on 9/10, 9/17, and 9/24. Long Range Planning – Cooley reported that Carl Drow and Jerry Taylor have agreed to serve on the committee. Marina – Entrance was dredged 7/20 & 7/21. Don Lee has obtained an extension of the Wash. State Dept of Fisheries Hydraulic permit until July 1, 2005. All permits now expire on that date except the annual Jefferson County permit. Marina volunteers completed construction of a new horseshoe pit in the picnic area. Membership -- Lloyd Cooper purchased 31 Vancouver Pl.; Don and Janice Needham purchased lot 1, Div 5 (High-lands); Gary and Elaine Nelson purchased 284 Sunset Blvd.; Gregory and Marilyn Rutz purchased 511 Dennis Blvd. Roads -- (no report) Social – Reported on the July 4th bring-your-own picnic with the fireworks being cancelled due to weather. Thanks to Zane and the fireman volunteers. First meeting of the Fall will be 9/24 at 10:30am. Mentioned some of the problems with recent Clubhouse rentals that

will be presented to the Board at the next meeting. Swimming Pool – (no report) Water Advisory – Reviewed the revised Water System Plan that has been forwarded to the state. This document is quite lengthy and can be reviewed by visiting the Cape George Office.

6. Manager's Report: Zane has begun his On the Job Training with George as he assumes the duties of Manager. Zane reported progress on the clean-up of the barn yard and the Tank Farm. A recent accident took out a power pole that cut the power supply to the tank farm. The back-up generator worked fine. Costs are being recovered from the insurance companies involved. Some cars have been towed from Club property. Mac is to attend a water school course as part of the State requirement.

7. Election The membership passed the budget as submitted by the Board by a ballot vote of 199 Yes, 31 No.

8. Member Participation: Ben Fellows asked about the beginning date of the open-swim brought about by the passage of the 2001-2002 budget. The problem came up that the pool fees have been on a Jan-Dec cycle and the CG Budget is Oct-Sept. The Board will resolve the question at its next meeting.

9. Information Skoien related that the current expenses are very close to budget and with careful management we can finish out the year on budget.

10. Business: Committee Members -- Scherting moved (passed 6-0) to approve Carl Drow and Jerry Taylor as members of the Long-Range Planning Committee. Office Copier -- Morris moved (passed 6-0) to purchase a new copier to replace the 7-year old machine at the office. The cost is not to exceed \$13,000 including the trade in value of the old machine. The funds are to be drawn equally from each of the eight reserve accounts (approx \$1,625. each). An AFE has been prepared and signed accordingly.

Barn Replacement – Current plan being discussed is to replace the function of the barn by building a structure behind the existing barn. A tour of the barn by the Board members (8/15) was completed. Zane reported that renovation by a local contractor could be very expensive with more detailed information to be provided at the Special Board meeting scheduled for 8/23 (Thurs) at 7:00 p.m .

11. Announcement: (a) Special Board Meeting Aug. 23rd at 7:00 p.m. to finalize plans for the barn replacement. (b) Regular Study Session on Sept 11th at 3:00 p.m. (c) Regular Board of Trustee meeting on Sept. 13th at 7:00 p.m. All meetings in the Clubhouse.

12. Adjournment: Meeting adjourned at 8:45 p.m.

Submitted by:

Approved by:

Gary K. Smith, Secretary

Joyce Skoien, President

**CAPE GEORGE COLONY CLUB
VARIANCE HEARING
16 August 2001**

1. **Call to order:** The meeting was called to order at 6:45 p.m. by Skoien
2. **In Attendance:** Joyce Skoien, David Sullivan, Robin Scherting, Brian Ritchie, Mark Morris, Duane Nail, and Gary Smith.
3. **Presentation:** Mr. Coffey (prospective purchaser of lot) presented to the Board a verbal description of the two variances requested for Lot 8, Blk 1, Div 1, Cape George Colony (Victoria Loop):
 - (A) The Board to cede to the lot owners the common property at the south edge of the adjoining road. This is an area that was originally platted more as a cul-de-sac than as it was built.
 - (B) The Board to reduce the setback from the front property line from 25 ft to 20 ft.

Skoien stated request (A) could not be granted by the Board since it required a change in the Platt plans of the Club. This type of change requires the approval of the entire membership. She also noted that it was in the scope of duties of the Building Committee to grant relief on the 25-foot setback requirement "where the contour of the ground prohibits such a setback" as stated in the Dedication and Restrictions (Covenants) for Cape George Colony. The Board further stated that nonmembers may not be granted variances and that variances are nontransferable.

4. **Motion:** Sullivan moved (passed 6-0) to deny both requests.
5. **Adjournment:** Meeting adjourned at 7:18 p.m.

Submitted by:

Approved by:

Gary K. Smith, Secretary

Joyce Skoien, President

CAPE GEORGE COLONY CLUB VARIANCE HEARING
13th September 2001

1. **Call to order:** The meeting was called to order at 6:45 p.m. by Scherting.
2. **In Attendance:** David Sullivan, Robin Scherting, Mark Morris, Duane Nail, and Gary Smith.

Presentation: Scherting reviewed the requested Variance Request as submitted by Marjorie Johnson and James Kunst the owners of Lot 8 Victoria Loop. Jack Scherting of the Building Committee summarized the stipulations as reported in his memo (and added to motion) to the board to make the request acceptable.

3. **Motion:** Morris moved and seconded by Nail, that the request be accepted with the following conditions:
 - a) That any structure on the subject property will maintain a 5-foot setback from the Club right-of-way delineated on the plat as turnaround space.
 - b) That no structure on the subject property will be sited further north (toward the road) than a line extended from east to west along the north edge of the roof line of the residence on Lot 7 and from there straight across Lot 8 to the radius of the Club right-of-way.

Discussion included clarification of the request including several of the property owners of the adjacent properties.

Motion was called and passed (5-0)

4. **Adjournment:** Meeting adjourned at 7:29 p.m.

CAPE GEORGE COLONY CLUB BOARD OF TRUSTEES MEETING
13th September 2001

1. Call to order: The regular meeting was called to order at 7:30 p.m. by Scherting.

2. In Attendance: Robin Scherting, Gary Smith, David Sullivan, Mark Morris, and Duane Nail.

Scherting opened the meeting by stating the only objective of this meeting is to handle a financial resolution needed by the office. Out of respect for Mac Marriott all other business has been delayed.

3. Business: Motion by Nail (seconded by Morris) for the Cape George Colony Club Board officers Gary K. Smith, Secretary and Robin Scherting, Vice-President to sign the attached resolution. Motion passed 5-0.

The resolution is necessary for the day-to-day financial transactions and is the same as what has been in place for previous Cape George Colony Club managers.

4. Calendar: Special Board Meeting - Sept. 27th 7:00pm

5. Adjournment: Meeting adjourned at 7:37 p.m.

CAPE GEORGE COLONY CLUB
VARIANCE HEARING
OCTOBER 11, 2001

1. **Call to Order:** The meeting was called to order at 6:45 p.m. by Skoien.
2. **In Attendance:** Mark Morris, Duane Nail, Joyce Skoien, Robin Scherting, Brian Ritchie, David Sullivan.
3. **Presentation 1:** Skoien reviewed the requested Variance request as submitted by Mr. and Mrs. Larry Southwick. Jack Scherting stated that the Building Committee has reviewed the Southwick's request for a variance from the standard 17-maximum height for structures to accommodate the home they plan to have built on Queets Place (Lot 32; Blk 4; Div. 10). The Committee is of the opinion that granting height variance on this lot would have little if any negative impact on nearby property.

Motion: Ritchie moved (passed 5-0) that the height variance request be approved..

4. **Presentation 2:** Skoien reviewed the Application for Tree Cutting as submitted by Mr. and Mrs. Larry Southwick. Jack Scherting stated that the Building Committee has reviewed the Southwick's Application for Tree Cutting and has approved the cutting of trees for the placement of the home, but referred the application to the Board for the cutting of the madrona trees on the Club's road right-away on Queets Place.

Motion: Morris moved (passed 5-0) to approve the Application for Tree Cutting on the adjacent road right-away on Queets Place.

5. **Presentation 3:** Skoien reviewed Mr. and Mrs. Larry Southwick's request to temporarily cross club property on the east side of their property, near the Huckleberry Mailboxes, to gain access to construct their house. They would also like the Board to consider making the access from the mailboxes permanent; this would allow them to park their recreation vehicle at the rear of their property.

Motion: This request was postponed until a later date (within one week of variance hearing) so that Wyll could gather specific information to clarify county and club property lines.

6. **Adjournment:** Meeting was adjourned at 7:30 p.m.

Submitted by:

Approved by:

Gary K. Smith, Secretary

Joyce Skoien, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
OCTOBER 11, 2001

1. **Call to order:** The regular meeting was called to order at 7:30 p.m. by Skoien.
2. **In Attendance:** Mark Morris, Duane Nail, Joyce Skoien, Robin Scherting, Brian Ritchie, David Sullivan.
3. **Action on Minutes:** Sullivan moved (passed 5-0) to approve the minutes of the Regular Board of Trustees Meeting of Sept. 13, 2001. Scherting moved (passed 5-0) to approve the minutes of the Variance Hearing Sept 13, 2001.
4. **Treasurer's Report:** As of Sept. 1, 2001 we have \$6,210.90 in checking; \$91,162.83 in the operational investment account, and \$260,233.44 in the Bank of America reserve account, and \$100,000 in the Capital One reserve account. Ben Fellows requested that these accounts be discussed in depth at each meeting. Skoien stated that there will be a quarterly report in the Nov. Newsletter.
5. **Committee Reports:** Building - Reported on 13 items handled by committee. (as detailed in their written report attached). Environmental - Reported on their progress during the month. The Memorial Park improvements for watering and to examine the possibility of building a gazebo. Report attached. Marina - Reported on their meeting with Ann Shaffer of the Washington State Fisheries regarding permits for the marina entrance as well as other projects. Report attached. Membership - Added to members Mary Jo and Paul Wikel, 450 Palmer Dr. and James and Norine Gibbons, 11223 Rhody Dr. Report attached. Water Advisory - Reported on progress on project to tie well #6 into our system. Report attached.
6. **Manager' Report:** Reported on the difficult time since Mac's passing. Much effort has been expended to pick up on the various aspects of his job. He reported that they have interviewed 6 candidates for Mac's replacement. Report attached.
7. **Member Participation:** none
8. **Information:** (a) Joe Kenyon has been hired as the new water operator/maintenance person. He has extensive experience in water systems and operating large equipment. Kenyon expects to be water certified by January, Six applicants were interviewed for this position. (b) Wyll and Skoien attended an all-day HOA seminar in Bellevue. Both came back stating that our community is "right-on" in budgeting and reserve management.
9. **Business:** Barn Replacement -- Ritchie moved (passed 5-0) to approve resolution for \$30,000 to replace barn function with the proposed wooden shop; funds to come from Buildings and Grounds reserve fund. Also allocate \$7,000 from same fund to demolish present barn when it is determined it has become a safety hazard, to be reviewed annually. Clubhouse Usage -- Scherting moved (passed 5-0) to approve changes to CP-02 and its supporting reservation form and detailed usage regulations as requested by the Social Club. Clubhouse Coordinator -- Scherting moved (passed 5-0)

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
OCTOBER 11, 2001

to approve hiring of a clubhouse rental coordinator at \$25 per rental session. Social Club to handle selection of coordinator and implementation of the system in cooperation with the Manager. Remodeling of Clubhouse Storage Area -- Scherting moved (passed 5-0) to approve remodeling of the clubhouse storage area adjacent to the swimming area as per the bid from Stephen Greenwood in the amount of \$4,420.70, using funds provided exclusively by the Social Club. Signs -- Sullivan moved (defeated 4-1) to approve placement of Neighborhood Watch signs in qualified areas. No motion was needed to continue the refurbishment of the marina warning signs. Tree Removal -- Sullivan moved (passed 5-0) to approve Graczyk's request to remove trees from his property. Truck/Tractor Repair -- Morris moved (passed 5-0) to approve Manager's request for \$5,000 from the Equipment reserve to make major repairs to the large truck and tractor and to hire Lonny Phillips, a member, to make repairs. Pickup truck -- Scherting moved (passed 5-0) to authorize Manager to spend up to \$3,000 from the Equipment reserve to replace pickup. Computer -- Sullivan moved (passed 5-0) to authorize Manager to spend up to \$600 from Water Operations to buy a computer for our water operator so he can computerize water operations. Office -- Scherting moved (passed 5-0) to authorize Manager to spend up to \$3,000 from fund raising monies (includes donations) allocated to general operation to improve the office. Audit -- Ritchie moved (passed 5-0) to authorize Manager to send a Letter of Engagement to Joseph Vandall to conduct an audit before the end of the current year with a fee set at \$1,540. New Neighborhood Watch Chairman -- Nail moved (passed 5-0) to approve Mikel Stull as Neighborhood Watch Chairman. Smoking -- Ritchie moved (passed 4-0, 1 abstain) to approve a nonsmoking policy within all Club buildings -- office, clubhouse, swimming pool, and workshop.

10. Announcements: (a) Regular Study Session on Nov. 13 at 3:00 p.m. (b) Regular Board of Trustees Meeting on Nov. 15 at 7:00 p.m. Both meetings in clubhouse.

11. Adjournment: Meeting was adjourned at 9:00 p.m.

Submitted by:

Approved by :

Gary K. Smith, Secretary

Joyce Skoien, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
November 15, 2001

1. **Call to order:** The regular meeting was called to order at 7:03 p.m. by Skoien.
2. **In Attendance:** Joyce Skoien, Robin Scherting, Brian Ritchie, David Sullivan, Gary K Smith.
3. **Action on Minutes:** Scherting moved (passed 4-0) to approve the minutes of the Regular Board of Trustees Meeting of Oct. 11, 2001. Scherting moved (passed 4-0) to approve the minutes of the Variance Hearing Oct 11, 2001.
4. **Treasurer's Report:** Oct. 2001 Treasurer's report: Checking \$22,674, Operational investment account \$111,538, Reserve account \$261,428, and Reserve account \$103,000. Fundraising accounts have been moved to a separate account at FFS in Port Townsend. Balance at 10/31/01 \$17,591. Ritchie reported the financials for the month are in line with the budget.
5. **Committee Reports:** Building – (no report). Environmental - Reported on its progress during the month. The ravine planting of native, low maintenance will not start until next Spring and is expected to take up to 2 yrs to finish. Memorial Park improvements will include the building of a gazebo. It will be located in the north end of the park. The committee will provide the labor. Committee will now meet at CG office, 2nd floor meeting room, at 3pm on the Monday of the week prior to the monthly board meetings. (in Dec. it will be the 3rd). Marina - Suggested rule changes (see board action later in meeting). Requested John Cooley be acting Harbormaster/Chairman to fill in for vacations (*Note:* Skoien made the appointment). Reported that the new meeting date will be the 2nd Tues of each month at 11:00am in the workshop. Report attached. Membership - Stephen and Barbara Blair purchased Lot 11, Blk 3, Div 2 in the Colony from John and Nancy O'Heron. James Gibbons purchased home from Phil and Suzy Allan. Russell and Sui Johnson purchased Lot 22, Blk 4, Div. 2 in the Colony. William and Carolina Sery purchased 321 Dennis Blvd Weyman and Carol English. Report attached. Water Advisory – (no report). Long Range Planning – (no report). Neighborhood Watch – Have identified approx. 25 Block Captains. Orientation meeting for Block Captains Nov 26th at 7pm at the Clubhouse. Report attached. Pool – Mentioned that the office can issue PIN# codes to any members requesting them. Report attached. Social Club – Reported on plans for the up coming Thanksgiving dinner at the Clubhouse. Will be working on the donations for the Christmas family support in Dec. Report attached. Roads – Sullivan reported that Landis Morgan has agreed to join the committee. (*Note:* Skoien accepted the offer.)
6. **Manager' Report:** Reported on the rebuilding of a section of the pump building at the tank farm.
7. **Member Participation:** Dale Huselton, Harbormaster, asked about the progress on replacing the marina workshop roof. Zane to handle --bids have been received. Also, paving of marina end of the parking lot is to be done as soon as weather permits (Spring?). Audit 2001 needs to be completed to be sure the 2000-2001 portion of the money is available.
8. **Information:** Mr. Southwick has rescinded his request for access from Huckleberry to his property.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
November 15, 2001

9. Business: Committee Fundraising/memorial funds: Scherting moved (passed 4-0) to give Committees unlimited spending authority on those monies collected through fundraisers and memorial donations. Pet Regulation: Scherting moved (passed 4-0) to approve updated PP01 to require leash control at all times while on Cape George common property, except for that area below Marina Dr (north of clubhouse to south end of marina) where dogs can be exercised off leash, but under voice control. See attached regulation for details. Pool Regulation: Sullivan moved (passed 4-0) to approve modifications to CP01 to remove any mention of fees and was rearranged for clarity. New regulation attached. Renter's policy: This issue has been brought up for discussion by some members and each of the committees has responded on the topic during the past year. The Board agreed to recommend to the membership to allow renters to walk on our beaches and trails and picnic at our park areas if their landlords are willing to sponsor (pay) for the privilege. President will ask for membership response; issue will be on the agenda for the January 2002 meeting. Mailboxes: Discussion on the ways to improve the current mailboxes that are in need of repair. Replacement criteria: Should they be locked for added security? Could be built by our able Marina guys or bought manufactured. Remove the lower slot? A message board for posting notes has been suggested. Ben Fellows will present a suggested plan and possibly build one module for the Board to see. Assessment collection authority: Scherting moved (passed 4-0) to approve the changes to FIN03 (01) Rules and Regulations – Finance Accounts which extends blanket authority for Manager to pursue collection of assessments. Gazebo: Scherting moved (passed 4-0) to approve placing a 12-foot-wide, octagonal cedar gazebo on the north side of Memorial park; monies to come from undesignated memorial and environmental funds. Ravine plants: Sullivan moved (passed 4-0) to approve environment committee planting native plants in the ravine over the next 2 years. Monies to come from environment fundraiser funds. Music honor students: Sullivan moved (passed 4-0) to approve request from Patricia Gunning to host approximately 20 students and 6 adults from Spokane overnight in the clubhouse on May 17th 2002. Board forgives the fee, but continues to require damage deposit. New Marina rules: Sullivan moved (passed 4-0) to incorporate in CP03 the following additions: (1) Members shall attach a copy of their current boat registration with their annual renewal form. (2) New user members shall have 90 days from time of acceptance of an assigned slip to provide the boat registration. (3) A member whose boat occupies its slip for less than one month of the year is responsible for informing the Harbormaster at the time the boat is first moored. Slips that are not used at least one month may not be renewed.

10. Announcements: (a) Regular Study Session on Dec. 11th at 3:00 p.m. (b) Regular Board of Trustees Meeting on Dec. 13th at 7:00 p.m. Both meetings in clubhouse.

11. Adjournment: Meeting was adjourned at 9:20 p.m.

Submitted by:

Approved by :

Gary K. Smith, Secretary

Joyce Skoien, President

CAPE GEORGE COLONY CLUB
VARIANCE HEARING
DECEMBER 11, 2001

1. **Call to Order:** The meeting was called to order at 2:45 p.m. by Skoien.
2. **In Attendance:** Mark Morris, Duane Nail, Joyce Skoien, Robin Scherting, David Sullivan, and Gary Smith.
3. **Presentation :** William McFarland, owner of Lot 32, Div 2, Blk 4 in the Colony (So. Palmer Dr.), presented the reasoning for their request for a 30-inch variance to the 17-foot height restriction as describe in the attached form. The building committee has reviewed the plans and has submitted a written report in support of the request. No one spoke in opposition of the request.

Request: Passed 5-0

4. **Adjournment:** Meeting was adjourned at 3:00 p.m.

Submitted by:

Approved by:

Gary K. Smith, Secretary

Joyce Skoien, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
DECEMBER 13, 2001

1. **Call to order:** The regular meeting was called to order at 7:02 p.m. by Skoien.
2. **In Attendance:** Joyce Skoien, Robin Scherting, Brian Ritchie, Gary K Smith, Mark Morris, Duane Nail, David Sullivan
3. **Action on Minutes:** Scherting moved (passed 6-0) to approve the minutes of the Regular Board of Trustees Meeting of November 15, 2001.
4. **Treasurer's Report:** As of November 2001 we have \$398.17 in checking; \$126,710.68 in the operational investment account, and \$261,797.72 in the Bank of America reserve account, and \$103,615.95 the Capital One reserve account. Fundraising accounts in First Federal Savings total \$17,626.39. There will be a quarterly report published in the February newsletter for the period October – December.
5. **Committee Reports:** Building – Scherting gave a verbal summary of the attached Building committee report. Actions included permits for storage shed, tree removals as well as reviewing the request for a height variance. Environmental – (none) Long Range Planning (none) Marina - Ben Fellows gave a verbal account of the monthly activities as detailed on the attached report. They are working on the picnic benches that is supported by donations from the Social Club. The new mailbox prototype has been completed (see Business section). Slip renewal notices being sent out, payment due by Jan 31. Don Lee will be leading the effort to begin the process of getting permits for repair and possible expansion anticipated in 3 – 6 years. Membership - Added members Bert & Else Holverson, Joseph & Linda Mackie, Carol Mayer and Ronald & Alice Vanbeuzekom. Report attached. Water Advisory – Ed reported that we have final approval of our water system with a build-out of 480 connections. The next update is due in November 2007 which will require \$6,000/yr in our budget to meet this requirement. When we get well number 6 on-line we will request an increase to 525 connections. Well number 6 is expected to be working and approved by the end of the first quarter of 2002. Report attached. Neighborhood Watch – the committee has held orientation/training for over 20 Block Captains as well as work on the guidelines and forms. Report attached. Pool Committee submitted a written report outlining the progress on new risers for the locker rooms. New mats will be ordered. It was requested that the new clubhouse coordinator to review the rules/regulations for pool party users at the time of rental. Roads – David Sullivan gave a verbal report on the progress of reviewing the condition of the roads within the community, looking for areas of need repair. Social Club – The Thanksgiving dinner served 32 meal and delivered 1. The cost of the turkey was donated by the Social Club. Karole Evans will be the new clubhouse coordinator. She will keep the schedule in line with other CGC functions with the help of the office. The Christmas Gift Project has generated more then \$1,600 to support families and persons in the area for this Christmas. The new storage area in the clubhouse is almost complete. The fogged windows in the swimming area have been replaced under warrantee. Report attached.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
DECEMBER 13, 2001

6. **Manager' Report:** Zane reported that the new collection process has reduced the number of delinquent accounts. Tank Farm building clean-up and painting project is nearing completion. The remodel of the office space is going well and will allow the manager to be available more readily to all. Report attached.

7. **Member Participation:** Ben Fellows asked about the recent moving of the recycle bins. Zane reported that the barrels have been removed because they were abused by the dumping of trash. The newspaper bin has been moved nearer the barn. We will be considering removal of the cardboard container; it gets filled up too quickly and the overflow is a problem. We have been unable to get a larger bin.

8. **Information:** CG Club will pursue court injunctions on the use of roads and water service in addition to placing liens on property for those accounts that are seriously delinquent.

9. **Business:** Renters' Policy -- Skoien updated the membership on this issue. To determine the Board's latest position, Sullivan moved to allow renters access to the beach, trails, and parks and present this concept to the membership for vote; (3 Yes / 3 No, motion failed). Sullivan moved (passed 6-0) to delay a final decision until after the January board meeting to hear further discussion from the membership. Christmas bonus -- Morris moved (passed 5-0; 1 abstain) to give Christmas bonuses to the staff in the amounts recommended by the manager; the manager declines the gift. TOPS 2000 Software -- Scherting moved (passed 6-0) to purchase the windows-based upgrade to our financial computer program at a cost of \$715 to be split between general operations and water operations. Parking Regulation -- Sullivan moved (passed 6-0) to approve changes to CP 12 as attached. Mailboxes -- One mailbox module will be finished and placed at the Huckleberry entrance to get members responses. No motion required. Annexation of Property -- Morris moved (passed 6-0) to authorize the manager to negotiate on our behalf if needed to annex the properties located in the Ingersoll parcel as outlined in the attached resolution. Skowyra reported on the importance of the small lots being combined to a single lot to conserve on water connections. Memorial Park --Scherting moved (passed 6-0) to allow Wyll to complete the negotiations to quitclaim the 5-foot-wide area designated on the plot plan to Bersos with Bersos to pay all legal fees and the surveying of the lot line, to construct a rock retaining wall and to provide on-going maintenance. It was accepted by the Board that a prior verbal agreement by a previous manager allowed Bersos to build the walkway and CGC would be responsible for maintenance and upkeep.

10. **Announcements:** (a) Regular Study Session on January 8th at 3:00 p.m. (b) Regular Board of Trustees Meeting on January 10th at 7:00 p.m. Both meetings in clubhouse.

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

Submitted by:

Approved by :

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
DECEMBER 13, 2001

Gary K. Smith, Secretary

Joyce Skoien, President