

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
JANUARY 10, 2008

1. Call to Order and President's Comments:

Bill Stull, President, called the regular Board of Trustees meeting to order at 7:00 p.m.

Special Thanks to the Postmistress for her presentation and to Eric Thomas for his comments on our water system.

In Attendance:

Bill Stull, Leanne Ryan, Tom Ramsey, Marty Bluewater, Gary Nelson, David Stanko, and Robin Scherting.

2. Action on Minutes:

Tom Ramsey moved, Leanne Ryan seconded to approve the minutes of the Regular Board of Trustees Meeting of December 13, 2007 as submitted. Passed 6/0/0.

3. Membership Report: Gary Nelson

2 New Members

4. **Treasurer's Report:** As of December 31, 2007 the Checking Account total was \$1,787.84, the 5CD Accounts totals were \$400,000.00 and the 3 Money Market Accounts totals were \$108,718.13 for a Grand Total of \$510,505.97.

5. **Committee Reports:** Building: No Report, Election: No Report, Emergency Preparedness: No Report, Environmental: HEALTHY HABITAT, a series of programs offered during winter and spring on the 4th Thursday of each month, 7PM at the Clubhouse. Along with free cookies, we provide nourishing programs to enhance your enjoyment of Cape George's natural environment. The programs and dates include: Backyard Birds, January 24th, presented by Ron Sikes of Admiralty Audubon Landscaping with Native Plants, February 28th, David Deardorff Safer Alternatives for the Home and Garden, March 27th, Jill Silver, WA Toxics Helping your Septic System Thrive, April 24th, Linda Atkins, JC Health Dept. Worm Bin Composting, May 22nd, Jo Blair, Cape George and at a special time, Discovering the Amazing Marine Life on our Cape George Beach, Wednesday, June 4th, 10AM (at a minus tide of -3.9), led by docents from the Marine Science Center Financial: No Report, Fitness: No Report, Marina: No Report, Neighborhood Watch: No Report, Nominating: No Report, Pool: No Report, Roads: No Report, Social Club: The Social Club met to plan the activities for the next few months and to set dates on the Cape George calendar for the year. The next Social Club meeting is a salad luncheon on Monday January 28. Ann Candioto will speak about winter gardening and preparing for spring. On February 3, there will be a no host Super Bowl party. Please bring your own snacks and

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drinks and clean up afterward. We will have a wine tasting on February 23. More details will follow. Water: No Report

6. Manager's Report: Rick Peirson

- a. Members with accounts 30 days or more overdue at Dec. 31, 2007 have been contacted with request to bring their accounts current.
- b. Water meter installation will proceed at a greater pace upon approval of the Board to expend sums greater than the Managers \$ 5,000 spending limitation. The plan is to complete this process by years end.
- c. The Marina Shop is in need of repairs. A pest control contractor has submitted a quote on treating it for powder post beetle infestation. The balance of the repairs will be accomplished in-house by early summer.
- d. Heating in the pool showers has been an ongoing issue. The contractor that installed the system was here recently and a local contractor will be here shortly to attempt to remedy the problem.
- e. Scheduled road repairs were completed. I will be looking at roads again this summer for possible additional locations that may need attention.
- f. Puget Energy's sub-contractor will be in Cape George shortly to trim trees back from power lines. Trees along Colman Drive near the park are of concern and more information as to the disposition of these trees, and the sub-contractors possible role in removal of these trees, will be available shortly.
- g. The Board has been presented with a time line and other details for projects scheduled in 2008

7. New Business and Discussion Information Items:

- a. Possible need for Special Board Meeting to consider Swimming Pool proposal
- b. New "Table of Contents" for CGCC Governing Documents – Jeannie Wright
- c. Updated Form – Jeannie Wright
- d. Recorded By-Laws – Rick Peirson
- e. New septic tank State and County requirements to be communicated to membership
- f. Need to get legal interpretation on water rights issue
- g. Do we need to set specific performance dates for Water Well

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Contractor

- h. Mail Box issue

8. New Business Action Items:

- a. Motion 1: David Stanko moved, Robin Scherting seconded, passed 6/0/0 to deny the Gunning variance. This motion is based on the unanimous recommendation of the Building Committee to deny the variance, coupled with neighbor's concerns
- b. Motion 2: Leanne Ryan moved, David Sanko seconded, passed 6/0/0 to allow the Manager to exceed the \$5,000.00 limit to purchase all remaining water meters. The total amount is not to exceed \$ 85,560.00 per the 2008 operating budget.
- c. Motion 3: Tom Ramsey moved, Gary Nelson seconded, passed 6/0/0 to permit the Manager to purchase a utility truck with the cost to not exceed \$12,000.00
- d. Motion 4: Robin Scherting moved, Leanne Ryan seconded, passed 6/0/0 to permit the Manager to proceed with negotiations to secure new legal counsel with specific expertise in private communities and to bring the options before the Board at the February Board meeting.

9. **Announcements:** Study Session, February 12, 2008 at 3:00 pm. Board Meeting, February 14 , 2008 at 7:00 pm.

10. Adjournment:

Motion moved by David Stanko, seconded by Marty Bluewater. Passed 6/0/0 to adjourn the meeting at 8:15 pm

Submitted by:

Approved by:

Gary Nelson, Secretary

William Stull, President

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7:00 PM

- 1) President Bill Stull called the meeting to order at 7:00 PM.
- 2) In Attendance: Bill Stull, Leanne Ryan, Tom Ramsey, Marty Bluewater, Gary Nelson, Action on Minutes:
- 3) Tom Ramsey moved, Marty Bluewater seconded to approve the minutes of the Regular Board of Trustees Meeting of December 13, 2007 as submitted. Passed 4/0.

- 4) Membership Report: Gary Nelson, Secretary
Nils & Laurie Anderson – Lot 21-4 Maple Drive

Jean Pierre & Sue Adrien Baccarat – 180 Colman Drive

Albert & Frances Shintaku – 91 Victoria Loop

Treasurer's Report: Marty Bluewater, Treasurer

As of January 31, 2008 the Checking Account total was \$46,905.77, the 5CD Accounts totals were \$400,000.00 and the 3 Money Market Accounts totals were \$209,022.13 for a Grand Total of \$655,927.90.

- 5) Committee Reports: Building: No Report, Election: No Report, Emergency Preparedness: No Report, Environmental: No Report Financial: No Report, Fitness: No Report, Marina: Moorage is almost full – We have sent offers to 5 members. We've collected approx. \$31,000 with \$1,500 - \$2,000 more to come. Rampage renewal has been slow. A long range planning committee is being renewed, those interested should contact John Cooley. As build plan for marina and surrounding areas is nearly complete. Slip holders are reminded that our new rates are low because we do our own maintenance. We need work party help on Tuesdays at 9:00 AM. Marina garage sale is set for May 9th & 10th in the clubhouse, donations are wanted and greatly appreciated. We are saving for a new work boat. Slip assignments, with phone numbers, etc have been posted in the Marina office and on the new bulletin board at the south end., Neighborhood Watch: No Report, Nominating: No Report, Pool: No Report, Roads: No Report, Social Club: The Social Club purchased a new microwave for the kitchen, and as a budget item we were able to buy 12 round tables. Many members asked us for those as it is a preferable dinner arrangement to the rectangular tables. They are light weight and easy for members to set up and take down. We are keeping the rectangular tables for the quilters, Granny's Attic, for buffet tables, etc. We are looking forward to our second wine-tasting on February 23. Reservations are due at the office by February 20. Cost is \$15.00 per person and includes food and wine. Dick Kint, one of our resident wine experts will be hosting the

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event. In March, there will be a St Patrick's Day Corned Beef and Cabbage dinner. We need volunteers to help cook the meat and potatoes. If you are interested, please call Jeannie Ramsey at 385-1263. Looking forward to the June elections for Social; Club officers, we are looking for people who would like to be on the nominating committee and to run for office. Please call Jeannie if you are interested. It is a great opportunity to get involved and also to have a lot of fun. Water: No Report

6) Manager's Report: Rick Peirson

- 1) Tree Removal Coleman Dip – Puget Sound Energy recently acquired the signatures of three members owning property along this area in which they granted permission for tree removal by Asplundh, a contractor for Puget Sound Energy. These trees have been removed. Ownership of the remaining trees that are of concern is unclear and will need to be established. Once it is determined as to which trees are on Club property. We will obtain bids for their removal.
- 2) We are still working with our attorney in Sequim to arrange for the decommissioning of wells #1 and #3. He is working with State Ecology Department to address this issue.
- 3) We have received a portion of the first batch of water meters for 2008 and will begin installation shortly. Members will be notified of the planned installation of their meter.
- 4) I recently completed a homeowner association class in Settle. This course emphasized a common sense approach to communication with members, Board members, and other stakeholders in the community. Satisfactory completion of a test plus my experience at CG will result in my first level of certification as a Community Association Manager. The training and educational materials used in this class are available for members to review if they are interested. I will be attending a second class at the end of February.
- 5) The existing heaters for the shower rooms have apparently never worked properly and have now failed. I've acquired a bid to replace them with a different type of heater and have given a copy to the Board for review, along with other electrical work that has become necessary. If approved, this work will begin immediately.
- 6) Our water well drillers are will be back on the job on 19th of February.
- 7) Jeannie, our Office Assistant, will assume the duties associated with the rental of the Club House.

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- 8) The generator building roof at the water tank farm has been replaced.
- 9) We purchased a replacement utility vehicle for Cape George, a red 1999 Ford Ranger 4x4 4 door pickup. You'll recognize it by the Cape George Colony logo on the doors.
- 10) The Clubhouse renovation project is complete with the exception of a couple windows that need to be replaced. An estimate has been obtained for this and we will proceed in replacing these..
- 11) The entry door lock to the Clubhouse was vandalized and has been repaired.
- 12) Obtained an estimate for the replacement of a window in the exercise room and pool and will proceed in replacing this window.
- 13) Dry rot has been discovered in the exterior wall of the pool on the water side. I will pursue estimates for repair shortly. In addition, in order to accomplish the necessary inspection and needed repairs to these walls, the electric feed to the sub-panel in the exercise room needs to be removed. I've obtained an estimate for this work and have presented it to the Board. If approved, this work will begin immediately.
- 14) We had some water diversion dams installed in our roads recently by Lakeside Industries and a couple of these are failing due to poor quality of materials and, or workmanship. This issue will be addressed with Lakeside.
- 15) Larry Southwick & I will be out driving the roads soon to look for any other necessary road repairs. Repairs that are needed, will be scheduled for later in the year.
- 16) As reported last month, the Marina Shop building is in need of preservation work. Elimination of powder post beetles is the primary focus. Exterior and interior work will also involve repair of chinking, beetle and rot affected areas and new seal-coat. The Marina volunteers have agreed to help with this project this summer.
- 17) The contract with our janitorial service has been terminated because of quality of service provided. . Donnie will assume these duties on a temporary basis while we secure the services of another cleaning vendor.
- 18) The electrical service panel in the pool mechanical room is failing and needs to be replaced. I have obtained an estimate and presented it to the Board. If approved, this work will begin immediately.

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- 19) Obtained an estimate to repair the ventilation system in the exercise room and have presented this to the Board. If approved, this work will begin immediately.
- 20) Our Water Manager has resigned due to health and time issues and is assisting us in obtaining a replacement. He will continue to oversee our system for awhile. In the mean time, we have the option to contract out for this service, should there be a delay in hiring a new Water Manager. One of those contractors is the PUD and I have made contact with them regarding this possibility. .

7) New Business and Discussion Information Items:

- 1) Thanks to Jim Pickrell for information on Protectors of the Sound – Aquatic Reserves. Jim, along with Marty Bluewater and Tom Ramsey will keep up with what is going on with this subject and keep the Board informed.
- 2) Don't forget to insert new materials into your Board Notebooks.
- 3) Lock re-keying efforts and availability to Board Members. New keys will be provided to all Board members.
- 4) New filing system in the office for all members' records. This project is in progress and will be mostly completed by the end of February..

8) New Business Action Items:

Motion 1: Tom Ramsey moved, Leanne Ryan seconded, passed 4/0 for the Board to authorize the Cape George Manager to proceed with final contract negotiations with the three vendors who have expressed an interest in bidding on the following swimming pool renovation project:

- 1) Obtaining necessary permits
- 2) The installation of dual drains in the main pool per the Dept of Health requirements
- 3) Replacing waterline tiles in both the main pool and the wading pool with a single course of tile.
- 4) Installation of depth markers as per the Department of Health requirements.
- 5) Installation of lane markers.

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- 6) Preparation for and re-plastering of both the main pool and the wading pool.
- 7) Refilling both the main pool and the wading pool; testing, and instruction on proper care and maintenance.

These negotiations will result in a contract with a specific vendor that will include all of the items identified above. The contract will require signatures of the Manager, Board President and Board Secretary prior to commencement of work.

This motion also authorizes the Manager to:

- 1) Drain both the main pool and the wading pool prior to commencement of work
- 2) Install a stair and rails to the wading pool
- 3) Take \$5,878 of the projected cost out of General Reserves, with the remaining \$70,000 from the 2008 Capital Budget.

President Bill Stull asked Marty Bluewater to act as the temporary Board Chair so that he could actively participate in the discussion regarding the pool motion.

Bill Stull Moved, Leanne Ryan seconded, passed 4/0 to amend Motion 1 to move item #2 from the bottom portion of the motion (Install stair and rails to the wading pool.) to become item #8 at the top portion of the motion

Bill Stull moved, Leanne Ryan seconded, passed 4/0 to amend Motion 1 to delete item #3 from the bottom portion of the motion (dealing with the specific financial information.)

The final motion that passed including the amendments reads as follows:

Motion 1: Tom Ramsey moved, Leanne Ryan seconded, passed 4/0 for the Board to authorize the Cape George Manager to proceed with final contract negotiations with the three vendors who have expressed an interest in bidding on the following major elements included in the swimming pool renovation project:

- 1) Obtaining necessary permits.
- 2) The installation of dual drains in the main pool per the Department of Health requirements.

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- 3) Replacing waterline tiles in both the main pool and the wading pool with a single course tile.
- 4) Installation of depth markers per the Department of Health requirements.
- 5) Installation of lane markers.
- 6) Preparation for and re-plastering of both the main pool and the wading pool.
- 7) Refilling both the main pool and the wading pool; testing, and instruction on proper care and maintenance.
- 8) Installing stairs and a rail in the wading pool.

These negotiations will result in a contract with a specific vendor that will include all of the items identified above. The contract will require signatures from the Manager, Board President, and Board Secretary prior to the commencement of work.

This motion also authorizes the manager to drain both the main pool and the wading pool prior to the commencement of the renovation work.”

Bill Stull resumed the Board Chair position for the remainder of the meeting.

Motion 2: Leanne Ryan moved, Gary Nelson seconded for Cape George to approve Double D Electrical to perform the following electrical repairs to:

- 1) Pool Boiler room
- 2) Pool dressing room
- 3) Fitness room
- 4) Outside of pool building

The cost not to exceed \$4,988 plus WA tax per Double D Electrical bid 8764-LM dated 2/7/08

Motion 3: Gary Nelson moved, Tom Ramsey seconded, passed 4/0 at 8:16 PM to Adjourn to an Executive Session for the purpose of discussing Personnel matters.

- 9) Executive Session (All personnel discussions are confidential.)
- 10) Resume Regular Board Meeting: 9:35 PM, motion was made by Tom

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Ramsey to resume Regular Board Meeting. Motion was seconded by Marty Bluewater. Motion passed 4-0.

- 11) Executive Session Results: The following motion was made by Marty Bluewater and seconded by Tom Ramsey. The CGCC Board President is instructed to proceed with the Board's recommended personnel action concerning the Cape George Manager. Motion passed 4-0.
- 12) Announcements: March Study Session on March 11th, 2008, with Board Meeting on the 13th. Newsletter deadline is March 20th. Please submit to Jeannie in office.
- 13) Adjournment:: Motion to adjourn was made by Marty Bluewater and seconded by Tom Ramsey. Motion passed 4-0.

(1) Submitted by:

Approved by:

Gary Nelson, Secretary

Robin Scherting, Vice President

CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
FEBRUARY 26, 2008
7:00 PM

LOCATION: MEETING ROOM UPSTAIRS IN OFFICE BUILDING

- 1) Call to Order: Special Board Meeting was called to order by Bill Stull at 7:00pm. In Attendance: Bill Stull, Leanne Ryan, Tom Ramsey, Marty Bluewater, Gary Nelson, (Dave Stanko & Robin Scherting were not present but participated in the final vote by telephone)
 - 2) General Session: Motion 1: Moved by Marty Bluewater, seconded by Leanne Ryan to adjourn to an executive session to discuss personnel issues. Passed 4/0 with David Stanko & Robin Scherting not on-line by telephone
 - 3) Executive Session: Discussion of personnel issues is confidential and limited to Board Members only.
 - 4) Resume General Session: Motion 2: Moved by Marty Bluewater, seconded by Gary Nelson to resume general session of Board Meeting, passed 4/0
- Results of Executive Session: Motion 3: Moved by Leanne Ryan, seconded by Tom Ramsey to accept the Board's recommendation to terminate Rick Peirson's employment with Cape George Colony Club effective February 27, 2008. Passed 6/0 with David Stanko & Robin Scherting voting by phone
- 5) Adjournment:: Meeting was adjourned at 8:55 pm

Submitted by:

Gary Nelson, Secretary

Approved by:

Robin Scherting, Vice President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
MARCH 13, 2008
7:00 PM

- 1) Vice President Robin Scherting called the meeting to order at 7:00 PM.

Opening Comments: The Personnel Ad Hoc Committee has elected Dick Poole as chairperson. The committee will meet again on Tues March 18 @ 1:00;

- 2) In Attendance: Robin Scherting, Leanne Ryan, Tom Ramsey, Marty Bluewater, David Stanko, Gary Nelson,;

- 3) Action on Minutes Tom Ramsey moved, Marty Bluewater seconded to approve the minutes of the Regular Board of Trustees Meeting of Feb. 14 2008 as submitted. Passed 5/0. Leanne Ryan moved, Tom Ramsey seconded to approve the minutes of the Special Executive Session of Feb. 26, 2008 as submitted. Passed 5/0

- 4) Membership Report: Gary Nelson, Secretary

No New Members

Treasurer's Report: Marty Bluewater, Treasurer

As of February 29, 2008 the Checking Account total was \$46,016.31, the 5CD Accounts totals were \$400,000.00 and the 3 Money Market Accounts totals were \$209,482.53 for a Grand Total of \$655,498.84.

- 5) Committee Reports: Building: No Report, Election: No Report, Emergency Preparedness: No Report, Environmental: No Report, Financial: No Report, Fitness: No Report, Marina: We have made misc. repairs to the shop building. and dock boxes. including caulking logs, clean up & new light ballasts. Water is back on for west side, South needs a new valve & meter, Donny is looking into this issue. Supplies that are specifically for the Marina repairs ie plumbing, electrical, paints and hardware have been locked up. Shop users need to supply their own consumables, nuts, bolts etc. Lock on south gate was stolen. John Cooley is trying to get a new lock that will match the keys. The marina (inside the basin) is silting in – we are looking into ways to resolve this matter, Neighborhood Watch: No Report, Nominating: No Report, Pool: No Report, Roads: No Report, Social Club: The Social Club sponsored a wine tasting in February and it was a big success. Many Cape George residents want us to keep sponsoring these events. In April, we will again have a dinner to welcome new members to our community. Leanne Ryan, Board liaison to the Social Club, is interviewing cleaning companies to clean the clubhouse. In addition to that cleaning we are asking that each of the groups who use the clubhouse on a regular basis (Bridge, Quilting, Soup Supper etc.) to clean up after themselves. Floors need to be swept and if necessary, mopped. Table clothes must be sprayed with bleach/water solution and dried before putting them away. Coffee pot must be emptied of coffee and coffee

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grounds and filters thrown away. Trash baskets should be emptied and new bags put in them. If there are only a few people, please use only one or two baskets in order to save on plastic bags. All surfaces in the kitchen area should be clean. We appreciate everyone's help in keeping our common space as clean as possible. Once every few months, we will get together a work party to do a really thorough cleaning. Water: As of March 4, 2008, we have entered into a three month contract with the PUD to provide water management services so as to remain compliant with the Health Department regulations. A copy of this contract has been sent to the Health Department to confirm our status. This has been accomplished well in advance of the Health Department's March 20 deadline. We continue to seek a long term water manager and are evaluating options.

6) Manager's Report: No Report

7) New Business and Discussion Information Items:

- 1) Swimming pool proposals have been moved to April Study Session
- 2) Decommissioning of wells on private property. Certified letter has been sent to Mr. Foss requesting decommissioning of two wells

8) New Business Action Items:

Motion 1: David Stanko moved, Marty Bluewater seconded, to authorize the manager to pay a progress payment of \$8,000 (for replacement well #5) to Hancock and Slater drilling with funds coming from Water Reserves. Also, authorize the manager to pay \$35.00 a foot up to \$10,500 for the decommissioning of old well #5 with funds to come from Water Reserves. Also authorize the manager to pay \$40.00 per foot to drill the new well #5 up to 300 feet with funds to come from Water Reserves. Also authorize the manager to transfer \$7,344.05 used to purchase replacement truck for Cape George Colony Club split equally between Water and General Reserves to the Operations checking. Also authorize the transfer of \$1045.42 used to purchase replacement tables for the community center from the General Reserves to Operations checking and to transfer \$435.59 used to purchase a new refrigerator for the Community Center from General Reserves to Operations checking account.

Passed 5/0

Motion 2: Leanne Ryan moved, Gary Nelson seconded to approve placement of two signs on club property, one at the playground & one on the road leading to the marina, warning of the presence of poison hemlock.

Passed 5/0

Motion 3: Tom Ramsey moved, Marty Bluewater seconded to authorize Cape

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George manager to utilize \$1,500.00 from the repair & maintenance portion of the General Budget for construction of a retaining wall, necessary fill materials & plants for the area designed by the Environmental Committee near the Cape George Fire Station. Passed 5/0

Motion 4: Leanne Ryan moved, Gary Nelson seconded to approve that the researchers doing work on Protection Island be allowed free utilization of rampage at Cape George for approximately three months. Passed 5/0

Motion 5: Leanne Ryan moved, David Stanko seconded to hire Marilyn's Cleaning Service for bi weekly cleaning as stated in their contract

Motion 6: David Stanko moved, Tom Ramsey seconded to approve Don Lee as the new chairperson for the Building Committee. Passed 5/0

Motion 7: Leanne Ryan moved, David Stanko seconded to donate one picnic table & bench for the dog group. Passed 4/0

Motion 8: Marty Bluewater moved, Tom Ramsey seconded to adjourn to an Executive Session

- 9) Executive Session (All personnel discussions are confidential.)
- 10) Resume Regular Board Meeting: 8:20 PM, motion was made by David Stanko to resume Regular Board Meeting. Motion was seconded by Leanne Ryan Motion passed 5/0
- 11) Announcements: March Study Session on March 11th, 2008, with Board Meeting on the 13th. Newsletter deadline is March 20th. Please submit to Jeannie in office.
- 12) Adjournment:: Motion to adjourn was made by Tom Ramsey and seconded by Marty Bluewater. Meeting Adjourned at 8:20 Motion passed 5/0

Submitted by:

Approved by:

Gary Nelson, Secretary

William A Stull, President

CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
MARCH 25, 2008
1:00 PM

- 1) President Bill Stull called the meeting to order at 1:05 PM.
Opening Comments: This will be a discussion of the Personnel Ad-Hoc Committee recommendation
- 2) In Attendance: Bill Stull, Leanne Ryan, Tom Ramsey, David Stanko, Gary Nelson
- 3) Member Participation:
 - a) Dick Poole gave a presentation concerning the Ad-Hoc Committee's recommendations.
 - b) There was a discussion concerning the staffing needs at Cape George.
 - c) The Committee has revised the Manager's job description to prioritize the qualifications and responsibilities.
 - d) The Committee recommended using an outside staffing agent to aid in the selection of a new manager and looking for community members with hiring experience to be involved in the hiring process.
 - e) The Committee also discussed a salary range and benefits package.
 - f) The Ad-Hoc Committee will continue to be involved in screening new applicants.
- 4) New Business Action Items:

Motion 1: David Stanko moved, Tom Ramsey seconded, to allow the Personnel Ad-Hoc Committee to hire an outside staffing agent to search for a slate of candidates for the Manager position. Passed 4/0
- 5) Adjournment: Motion to adjourn was made by Gary Nelson and seconded by Leanne Ryan. Meeting Adjourned at 2:20 Motion passed 4/0

Submitted by:

Gary Nelson, Secretary

Approved by:

William A Stull, President

CAPE GEORGE COLONY CLUB
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APRIL 10, 2008
7:00 PM

- 1) President Bill Stull called the meeting to order at 7:05 PM.
- 2) In Attendance: Bill Stull, Robin Scherting, Leanne Ryan, David Stanko, Gary Nelson
- 3) Action on Minutes David Stanko moved, Leanne Ryan seconded to approve the minutes of the Regular Board of Trustees Meeting of March 13, 2008 with approved changes in Motion 1 Passed 4/0. David Stanko moved, Leanne Ryan seconded to approve the minutes of the Special Board Meeting of March 25, 2008 as submitted. Passed 4/0

- 4) Membership Report: Gary Nelson, Secretary
Vernon Barnett/Emily Holmes – 90 Spruce Drive

Steve & Kris Shapiro – 51 Sequim Place

Treasurer's Report: Marty Bluewater, Treasurer

As of March 31, 2008 the Checking Account total was \$10,054.31, the 5CD Accounts totals were \$400,264.56 and the 3 Money Market Accounts totals were \$209,951.91 for a Grand Total of \$620,270.78.

Committee Reports: Building: 1 Building Permit & 2 Tree Cutting Permits were issued. Election: No Report, Emergency Preparedness: No Report, Environmental: Community Vegetable Garden: The committee decided that we approve the idea, in theory, but do not think it should be our responsibility to take on this project. If there are enough people who want to have a garden, they can approach the Board, raise money, and assume responsibility for it. This is how other groups (such as the Exercise Room) have organized this. Amy said that she has been involved in these before, and they were personally satisfying to her, but it takes a lot of management and some people do not take responsibility for their plots. It would require an 8 foot fence to keep the deer out. That could be expensive. Entrance To Village Work: Dick Poole and Greg Getch have done a really good job of building a wall on the south side of Ridge. Next month Ann C. will bring a list of plants and trees that bloom at different times of the year and we will decide on the plants to be put in there. The plan for that area includes future work on the old water tank and the area around it. Helping Your Septic System Thrive Presentation: The date for this is April 24, at 7 PM. The speaker is Linda Atkins of J. C. Department of Health. Cookies will be brought by Amy, Kitty and Robin. Robin will make the coffee. Please plan to come and assist. Clearing Growth From Ditches: The Board will be discussing this on Tuesday at the Study Session. We realize that this could be an expensive item, but would like to use mowing instead of using herbicides where possible. We also request that signs on properties that ask that no spraying be done, be honored. This requires the manager to make sure that maintenance

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people become aware of these areas and do not spray there. Accountability in these areas has been hard because of the change of personnel over the last few years. Poison Hemlock Problem at Beach: We have given up trying to eradicate this noxious weed because it is too ubiquitous. Instead we have had signs made to warn people not to touch it with their hands. We will ask the manager to put up these signs. Karen Frank will put another article in the newsletter to warn people about this weed, Tansy Ragwort and Scotch Broom. We will ask members to remove them from their property. We will remove any noxious weeds that are apparent on community property. We will reconnoiter our neighborhoods to see what private properties are harboring these weeds. We will put a note on the properties asking them to remove the weeds. Nursery at Old Barn: Linda Cooley, our interim manager, has requested that we clean up the area where our nursery was located. There are pots and other stuff remaining there that are unsightly since we removed the fence, etc. We agreed to meet there on Wednesday, April 16, to clean up the area. If you are available, please plan to come and help us. Ann thinks that we should still have an area there where we can store materials, equipment, and some native plants that deer won't bother. Kitty will talk to Linda and see if there is an area toward the back where we could store things that won't be in the way. Karen said that there will be some free classes in Sequim on Environmental Subjects. She has sent a list and will put the same list in the newsletter with a request for at least one member to attend each class and report back to our committee on what they learned. Please let me know if you would be able to attend one of these, Financial: The Finance Committee met on March 13 to hear an update from Linda Cooley, interim Manager, on the status of the Club's finances. The relatively large number of overdue member accounts is a concern to Linda and she has learned that the appropriate procedure to notify members with accounts in arrears had not been followed. Action is being taken to catch up, but the Board is reminded that Accounts Receivable Report and followup action is an important part of the monthly Treasurer's report and should be monitored closely. A review of current bank accounts and signature authority was being conducted by Rhebe Greenwald and the Manager to make necessary changes. Recommendations on new investments to replace maturing CDs and create new investments to handle our cash flow were also being developed. The meeting with the outside auditor to begin the audit process was held on March 28 and attended by the Manager and the Board President. Because the Personnel Ad-Hoc Committee and the Board are considering a separate bookkeeping position, the finance committee prepared a memorandum to the Board and the Committee on its recommendation regarding realignment of financial responsibilities among office staff. The Committee members individually received and reviewed copies of the first quarter financial report, Fitness: A recumbent exercise bicycle has been added to the equipment in the Fitness Room. It is a near new Nautilus machine, commercial grade that originally cost

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over \$1,200. With a full array of electronic features, it is a definite asset and should get a lot of use. Dick & Kitty Rucker arranged for us to acquire it at a nominal cost of \$100. The Nautilus will replace a similar piece of equipment designed for home use that we plan to put up for sale at the Granny's Attic event this year, Marina: We have 8 new people with slips this year. Work on our maintenance is progressing slowly because of the cold, rainy weather. The south gate lock was stolen, replaced & stolen again. The new one should last longer-it is chained to the post. A reminder that the marina sale is May 9-10, time to thin out your storage areas and donate to a good cause. Tuesdays at 9:00 am is work party time and we need help, Neighborhood Watch: No Report, Nominating: No Report, Pool: The Pool Renovation Project continues to unfold. As authorized by the Board, we asked for and received three proposals for work on the pool. These all came in at prices anywhere from \$12k-\$30k in excess of the \$70k authorized by membership in 2008 for pool maintenance and repair. We have since come to doubt whether the so called "drain" requirement actually applies to our situation. Steps are currently being taken, and a letter drafted to the State Health Dept officials to hopefully put this issue to rest one way or the other. Members of the community inspected the pool building itself to investigate reports of rot. There is definitely rot present on both the East and West sides of the building. Linda Cooley will be contacting a structural engineer with experience in pool structures to see if he can offer us an opinion on the extent of the damage and suggested remedies. This is of sufficient concern to put a hold on our other projects until we determine what needs to be done, and at what cost, to protect our structure. The Committee meanwhile is investigating security cameras, possible solar supplementary heating of the pool water, as well as trying to determine in more detail usage of our pool., Roads: No Report, Social Club: No Report, Water: The Water Advisory Committee held its meeting in two parts on March 25 & April 1, 2008. The major topic was discussion of infrastructure useful life and replacement/repair costs which are needed to recommend a Water System Plan to the Board. Georgette Semick, Mac MacDonald and Stew Pugh are working with the Water Operations Reserve Plan to update estimates and will bring that to the next Committee meeting for consideration. Status of the water system operation by the PUD and their request to the Board for Cape George to supply water to the Valaini property were also discussed.

5) Manager's Report:

- 1) Double D installed timers for the heaters in the restrooms at the pool. This seems to be working well.
- 2) There are a lot of accounts receivable but we have started a serious collection process and hope to have things straightened out before May 1 when assessments are again due.
- 3) We are following up on property that is not being maintained and other member complaints that are pending.

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- 4) Drilling of new well #5 and decommissioning of old well has slowed again. Drillers hit rock at 280 feet and need to have a jack to lift drill and go down again. The jacks have been damaged and are being repaired. They are also waiting for a pump needed to decommission the old well.
 - 5) When the weather gets better Larry Southwick and I will be going out to look over all the roads to make some determinations of what kind of maintenance needs to be done.
 - 6) Hadlock Bush Hog will start mowing the individual lots the week of April 14. We have also hired them to mow ditches and rights of ways. First mow in May and then we will see how things go.
 - 7) Accounting system software has been updated and is running with only a few glitches to be ironed out.
 - 8) The roofs on the water tanks are torch down and need to be repaired or replaced. Affordable Roofing will do the work as soon as things dry up a bit.
 - 9) I have talked to a water manager who will be submitting a proposal and references to be our water manager on a contract basis. I hope to have something from him in the next few days.
 - 10) I have called a few bookkeeping agencies in the area and also left messages for some individuals in the area. I hope we will see some good responses soon.
 - 11) We have determined that one of the boilers heating the pool water has been leaking. The part has been replaced. In addition, a small leak was found in the hose going to the connection and Ferrell gas repaired that today. The large leak could have been a substantial part of the large propane bills we have been experiencing.
- 6) New Business and Discussion Information Items:
- 1) Calendar for 2008 Elections – Change the time for “Meet the Candidates” on June 10th to 2:00 pm & 7:00 pm
 - 2) Marilyn Hider requested to step down as Co-Chairperson of the Elections Committee. We would like to express our deepest thanks to Marilyn for stepping in when needed and for her dedication to Cape George.
- 7) New Business Action Items:
- Motion 1: Leanne Ryan moved, Robin Scherting seconded, to approve the Manager spend up to \$5,000 for removal of trees on Colman dip. Passed 4/0
- Motion 2: Robin Scherting moved, David Stanko seconded to approve the Manager to proceed with the disposal of the “old” Ford Tractor and a “chipper” where the value may exceed \$1,000 for each item. Passed 4/0
- Motion 3: Robin Scherting moved, David Stanko seconded that the Board accept the Ad-Hoc Committee’s report including the approval of the contract with West Sound Workforce of Poulsbo, WA as the “search” firm for recruitment of a Manager for Cape George Colony Club pending discussion with West Sound Workforce personnel regarding issues Bill Stull raised. Passed 4/0

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Motion 4: Leanne Ryan moved, Gary Nelson seconded to approve the new job description for Bookkeeper/Bookkeeping service. Manager is to proceed with the search for hiring of a direct person or bookkeeping service. Passed 4/0

Robin Scherting resolved that The Cape George Colony Club Board of Trustees on behalf of the community at large would like to recognize and thank Jack & Nancy Stilbert. They have lived at 340 Sunset Blvd in the Colony for over 20 years and have devoted many hours of personal time and effort to the good of the community. It is hard to think of a volunteer committee or service project where one or both of them have not been involved. They were truly a part of the heart and soul of Cape George and they will be sorely missed. We all wish them well in their move to Oregon to be near their children and to start a new phase of their lives. Leanne Ryan moved, Gary Nelson seconded to accept the resolution. Passed 4/0

- 8) Announcements: May Study Session on May 13th, 2008, with Board Meeting on the May 15th. Newsletter deadline is May 20th. Please submit to Jeannie in office.
- 9) Adjournment:: Motion to adjourn was made by Robin Scherting and seconded by David Stanko. Meeting Adjourned at 7:55 Motion passed 4/0

Submitted by:

Gary Nelson, Secretary

Approved by:

William A Stull, President

CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
MAY 7, 2008
10:00 AM

- 1) President Bill Stull called the meeting to order at 10:00 AM.
- 2) In Attendance: Bill Stull, Robin Scherting, Leanne Ryan, David Stanko, Gary Nelson, Marty Bluewater, Tom Ramsey
- 3) New Business and Discussion Information Items:

Interview protocol and possible questions for Manager Candidates

Other discussion items
- 4) Adjourn to Executive Session:

Motion 1: Tom Ramsey moved, David Stanko seconded, to adjourn to Executive Session for the purpose of discussing personnel and legal matters Passed 6/0
10:30 AM
- 5) Executive Session
- 6) Resume Special Board Meeting

Motion 2: Gary Nelson moved, David Stanko seconded to resume Special Board Meeting Passed 6/0 (4:20 PM)
- 7) Special Board Meeting

Motion 3: Tom Ramsey moved, Leanne Ryan seconded, to support the December, 2004, Board decision to not pursue a locking mailbox system in our community. Summary of the Board's position appears in the January 2005 Cape George Newsletter and will be reproduced in the June 2008 Newsletter.. Passed 6/0

Motion 4: David Stanko moved, Tom Ramsey seconded to offer the Manager's position to George Castaneda conditional on Mr. Castaneda providing the Board with a satisfactory health evaluation from a physician. Salary to be offered, if conditions are met, will be \$50,000 plus benefits. Passed 6/0
- 7) Announcements: May Study Session on May 13th, 2008, with Board Meeting on the May 15th. Nominations for Board due by May 15th at noon.
- 8) Adjournment:: Motion to adjourn was made by Gary Nelson, seconded by Marty Bluewater. Motion passed 6/0 Meeting Adjourned at 4:40 PM

Submitted by:

Approved by:

Gary Nelson, Secretary

William A Stull, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
MAY 20, 2008
7:00 PM

- 1) Vice-President Robin Scherting called the meeting to order at 7:00 PM.
- 2) In Attendance: Robin Scherting, Leanne Ryan, David Stanko, Gary Nelson, Marty Bluewater, Tom Ramsey
- 3) Action on Minutes Tom Ramsey moved, Leanne Ryan seconded to approve the minutes of the Regular Board of Trustees Meeting of April 10, 2008 with amendment to Treasurer's Report Passed 5/0. Tom Ramsey moved, Leanne Ryan seconded to approve the minutes of the Special Board Meeting of May 7, 2008 as submitted. Passed 5/0
- 4) Membership Report: Gary Nelson, Secretary
Charles & Annie Karl – 61 Pine Drive

Susan Nivert & Barbara Glenn – 340 Sunset Blvd

Angela Snyder – 41 Dennis Blvd
- 5) Treasurer's Report: Marty Bluewater, Treasurer

As of April 30, 2008 the Checking Account total was \$15,050.35, the 5CD Accounts totals were \$405,699.45 and the 2 Money Market Accounts totals were \$193,980.82 for a total of \$614,730.62.
- 6) Committee Reports: Building: 2 Tree Cutting Permits & 1 Demolition Permit were issued. Election: No Report, Emergency Preparedness: No Report, Environmental: No Report, Finance: The Finance Committee met on May 15th. Four members were in attendance. The group reviewed the financial reports for the period ending April 30 and questioned whether the billings to members for water meters and for lot mowing were occurring since those items seemed to be out of balance. Other overages were adequately explained by the Manager in a separate analysis. The draft audit for the year ending 2007 was received and reviewed by the Manager and chairperson. After a discussion with the outside auditor, we are awaiting the final version and adjustments so that the year end transfer of excess income can be made to the reserve accounts. We had hoped that would be accomplished in time for the May Board meeting, but as of Monday, the documents had not been received to prepare the resolution for Board action. After reviewing the upcoming expenses and cash needs, the committee worked to prepare and submit applications for two new CDs at \$50,000.00 each. The insurance renewal for Auto, Directors and Officers and basic policy has been received. A subcommittee will review the terms and limits and work with the broker, Manager and Board executives to make a recommendation to the Board. Renewal is due June 19. A revised version of the Water Reserve Schedule which is still a work

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in process by the Water Operations Committee was distributed and discussed. Final action will be deferred until the Water Committee completes its work. A recommendation on the handling of replacement/repair funds for the new water meters was discussed and will be prepared for the Board and manager's review. Fitness: No Report
Marina: We are now taking bids from outside contractors for channel dredging. An ad has been placed in the Leader. The date we are targeting is July 2 & 3, but a variance request must be approved. We are happy to report that the Marina Sale was a success, we cleared \$1,705.00. A special thanks to all who donated items to sell as well as all those who helped with the sale. We outlined some of the projects that we need to accomplish. Neighborhood Watch: No Report, Nominating: No Report, Pool: Granny's Attic donated all their proceeds of \$1,975.00 to the pool fund, Roads: No Report, Social Club: The Social Club would like to announce its Salmon Bar-B-Que is scheduled for July 20th. Water: No Report

7) Manager's Report: No Report

8) New Business and Discussion Information Items:

- a. Announcement of Candidates for upcoming Board election. The candidates are Brian Ritchie, Tom Ramsey, Leanne Ryan, Thad Bickling, Richard Poole and Charles Boulay.
- b. The new Cape George telephone directory is currently being prepared by Joyce Skoien. If you have any changes that you want to be made to your information, you may contact Joyce at 379-9749.

9) New Business Action Items:

- a. Motion 1: Tom Ramsey moved, Gary Nelson seconded, to deny the Gunning variance request based upon the recommendation of the Building Committee and the concerned neighbors to the Gunning property. Passed 5/0
- b. Motion 2: Tom Ramsey moved, Leanne Ryan seconded to approve the revisions to CP02 – "Use of the Clubhouse – Section A – Who may use the Clubhouse". Passed 5/0
- c. Motion 3: Tom Ramsey moved, Marty Bluewater seconded to approve the new policy, CP21 dealing with alterations to CGCC roadways. Passed 5/0
- d. Motion 4: Marty Bluewater moved, Gary Nelson seconded to approve a bid for repair/replacement of the roof on the office

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
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building. Passed 5/0

- e. Motion 5: Marty Bluewater moved, Gary Nelson seconded to accept the amendment of Motion 4 to accept the bid from Affordable Roofing. Passed 5/0

10) Announcements: June Study Session on June 10th, 2008 at 3:30 pm, with Board Meeting on June 12th at 7:00 pm. Newsletter deadline is June 20th. Please submit to Jeannie in office.

11) Adjournment: Motion to adjourn was made by Tom Ramsey and seconded by Marty Bluewater. Meeting Adjourned at 7:40 Motion passed 5/0

Submitted by:

Approved by:

Gary Nelson, Secretary

Robin Scherting, Vice President

CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
JUNE 10, 2008
4:45 PM

- 1) Call to Order: Special Board Meeting was called to order by Bill Stull at 4:48pm. In Attendance: Bill Stull, Leanne Ryan, Tom Ramsey, Gary Nelson, Dave Stanko, Robin Scherting
 - 2) General Session: Motion 1: Moved by Tom Ramsey, seconded by David Stanko to adjourn to an executive session to discuss legal issues. Passed 5/0
 - 3) Executive Session: Discussion of legal issues is confidential and limited to Board Members only.
 - 4) Resume General Session: Motion 2: Moved by Tom Ramsey, seconded by Robin Scherting to resume general session of Board Meeting, passed 5/0
- Results of Executive Session: Motion 3: Moved by Gary Nelson, seconded by David Stanko to issue a check to Hancock & Slater in the amount of \$5,596.00 as payment in full accord & satisfaction of the contract dated March 14, 2008. Passed 5/0
- 5) Adjournment: Moved by Tom Ramsey, seconded by Leanne Ryan at 6:00PM Passed 5/0

Submitted by:

Approved by:

Gary Nelson, Secretary

Bill Stull, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
JUNE 12, 2008
7:00 PM

- 1) President Bill Stull called the meeting to order at 7:00 PM.
- 2) In Attendance: Robin Scherting, Leanne Ryan, David Stanko, Gary Nelson, Marty Bluewater, Tom Ramsey
- 3) Action on Minutes: Marty Bluewater moved, Tom Ramsey seconded to approve the minutes of the Regular Board of Trustees Meeting of May 20, 2008 Passed 5/0.
- 4) Membership Report: Gary Nelson, Secretary
- 5) Treasurer's Report: Marty Bluewater, Treasurer

As of May 31, 2008 the Checking Account total was \$36,619.09, the 6CD Accounts totals were \$505,699.45 and the 1 Money Market Account total was \$94,221.80 for a total of \$636,538.34.

- 6) Committee Reports: Building: 2 Tree Cutting Permits & 1 Earthworks Permit & 1 Building Permit were issued. Election: No Report, Emergency Preparedness: No Report, Environmental: No Report, Finance: No Report Fitness: No Report Marina: There was discussions about Dredging, Ramp Gate & the Marina Sale which brought in \$1,705.00. Also outlined work projects including weed eating around the boat basin, both sinks need to be cleaned & painted, they continue to install new strips on the dock common area to the pilings, fixing the work boat & the Marina Luncheon. Neighborhood Watch: No Report, Nominating: No Report, Pool: No Report, Roads: No Report, Social Club: The social club sponsored barbeque on Memorial Day was a huge success with about 60 residents attending. The next barbeque will be on the 4th of July. The August event will be on Friday the 15th. We want to thank Marv Herridge and Tom Ramsey for repairing the vandalized barbeque pit in time for the Salmon BBQ which is on July 20th. Thanks also to the 45 residents who have volunteered to help at the Salmon BBQ. The next Social Club meeting and salad lunch will be on Monday, June 23rd. One of the topics for discussion will be that of volunteerism and how to get more people involved with the planning of events. Water: No Report
- 7) Manager's Report: No Report
- 8) New Business and Discussion Information Items:
- 9) New Business Action Items:
 - a. Motion 1: Tom Ramsey moved, Marty Bluewater seconded, to approve the resolution dated June 12, 2008 transferring \$111,532.36, designated as General Investment funds, to the following reserve accounts. General Operations Reserve,

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BOARD OF TRUSTEES MEETING
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\$36,944.88 – Water Operations Reserve, \$61,966.31 – Marina
Operations Reserve, \$12,621.17 Passed 6/0

- b. Motion 2: Robin Scherting moved, Gary Nelson seconded to approve offering Greg Rae a contract to be the new CGCC Water Manager to be effective beginning on June 16, 2008 Passed 6/0
 - c. Motion 3: Gary Nelson moved, Marty Bluewater seconded to pay Hancock & Slater \$7,000.00 to fulfill the contract of March 14, 2008 Passed 6/0
 - d. Motion 4: Gary Nelson moved, Marty Bluewater seconded to transfer \$7,000.00 from Water Reserves to General Operating Account to cover the Hancock & Slater payment Passed 6/0
 - e. Motion 5: Robin Scherting moved, Tom Ramsey seconded to approve the Manager's recommendations regarding the renewal of our HO Insurance package with provisions that we add \$10 million dollars for umbrella coverage as well as additional coverage for the Marina docks to be raised from \$10,000 to \$100,000. Passed 6/0
 - f. Motion 6: Tom Ramsey moved, Marty Bluewater seconded to authorize the expenditure, not to exceed \$11,000 for dredging of the Marina in July, 2008, pending receipt of necessary permits and approvals. Passed 6/0
- 10) Announcements: July Study Session on July 8th, 2008 at 3:30 pm, Regular Board Meeting on July 10th at 7:00 pm. 7 Annual Membership Meeting on July 19th at the Clubhouse. Election results will be announced.
- 11) Adjournment: Motion to adjourn was made by David Stanko and seconded by Marty Bluewater. Motion passed 5/0

Submitted by:

Approved by:

Gary Nelson, Secretary

William A. Stull, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
JULY 10, 2008
7:30 PM

- 1) President Bill Stull called the meeting to order at 7:30 PM.
- 2) **In Attendance:** Bill Stull, Robin Scherting, Leanne Ryan, Gary Nelson, Tom Ramsey
- 3) **Action on Minutes:** Gary Nelson moved, Tom Ramsey seconded to approve the minutes of the Regular Board of Trustees Meeting of June 12, 2008, with corrections to Motion 3 & Motion 4 Passed 4/0. Tom Ramsey moved, Leanne Ryan seconded to approve the minutes of the Special Board Meeting of June 10, 2008 Passed 4/0
- 4) **Membership Report:** Gary Nelson
Torii Rom 170 Johnson Ave
Liza Rummell 110 Hemlock Drive
Betty Jo Watkins/Cheryl Mantlik Lots 6 & 7 Marine View Place
- 5) **Treasurer's Report:** George Castaneda

As of May 31, 2008 the Checking Account total was \$23,395.81, the 6CD Accounts totals were \$506,629.07 and the 2 Money Market Account total was \$94,380.46 for a total of \$624,405.34.

- 6) **Committee Reports:** **Building:** 3 Tree Cutting Permits & 4 Earthworks Permits & 1 Building Permit were issued. **Election:** No Report, **Emergency Preparedness:** No Report, **Environmental:** No Report, **Finance:** There was no Finance Committee meeting this month. However, a subcommittee of Barbara Barnhart, Rhebe Greenwald and Georgette Semick met in May & June to review the insurance quote and to review the terms of the existing policy. Questions were forwarded to the broker and manager and a conference call was held on June 4. Following the call a summary of the insurance quote and the subcommittee's recommendations to the Board and Manager were prepared for the June Study Session. The Committee Chair also reviewed the final 2007 yearend results after the final audit adjustments were made by the Manager. The result of closing the 2007 books was the resolution to transfer excess 2007 income to the three reserve accounts on the June Board Meeting agenda. **Fitness:** No Report **Marina:** No Report, **Neighborhood Watch:** No Report, **Nominating:** No Report, **Pool:** No Report, **Roads:** No Report, **Social Club:** The 4th of July barbeque was a big success with about 80 residents taking part. There were about 30 people who enjoyed fireworks. Thanks to the volunteer firefighters for making sure that everyone was safe. The August event will be a pool party/open house for the fitness room and an Ice Cream Social on Sunday, August 17th. We hope to have members of the Fitness Committee explain how to work the fitness machines for those who want

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
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to start working out. The Social Club Board voted to give \$200.00 to the organizers of the sailing regatta on August 24th. These funds will be used to help feed those participating in the regatta, as well as any residents who just want to watch the race. It was decided that each of the five Social Club Board members will call all of the resident households in Cape George to ask for volunteers to help at the different functions throughout the year. The committees would be: planning, cooking, set up and decorating and cleanup. We are hoping to get a fairly large group of volunteers from which to get help for all of our activities. There will be a complete financial report as well as a report on the past year's activities at the annual meeting on July 19th. **Water:** No Report

- 7) **Manager's Report:** Monday June 23rd was my first day as the new Cape George Manager. Affordable Roofing has replaced our office roof. A 2' by 2' sink-hole occurred on Saddle Drive on June 29th. It was blocked off and repaired. Mr. George Grams, a structural engineer will be here on July 11 to check out the existing structure of the walls and roof of our Clubhouse/Pool building. After the tests are completed, he will let us know what needs to be done to restore our building and enable us to request proposals. Mr. Greg Rae has officially been accepted by the Department of Health as the Water Manager for Cape George. Hadlock Bush Hog has finished the June mowing. We will be working on improving the overall appearance of Cape George by insuring that perc holes are filled as soon as possible, lots, ditches and common areas are mowed. Effective immediately we will be concentrating our efforts on collecting delinquent accounts. All water meters have been installed and the staff will receive hardware/software training on August 19 and 20th by Badger Meters Inc.

8) New Business and Discussion Information Items:

None

9) New Business Action Items:

- a. **Motion 1:** Tom Ramsey moved, Leanne Ryan seconded to approve the two resolutions to transfer funds from the General Reserve Account to the Operating Checking Account - Passed 4/0
- b. **Motion 2:** Robin Scherting moved, Leanne Ryan seconded to impose a one time fine of \$500.00 on Carol Wood/Judy Dahl for the pending Building Regulations setback violation - Passed 2/1/1
- c. **Motion 3:** Gary Nelson moved, Robin Scherting seconded to enter into a contract, not to exceed \$5,000.00, with Robinson, Noble, Saltbush Inc for hydrogeologic services. – Passed 4/0

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
JULY 10, 2008
7:30 PM

10)Announcements:

- a. Saturday, July 19th, 1:00 PM, Annual Membership Meeting
- b. Saturday, July 19th, Special Board Meeting for the election of new Board Officers – Immediately following the Annual Meeting
- c. Tuesday, August 12th, 3:00 PM, Study Session
- d. Thursday, August 14th, 7:00 PM, Regular Board Meeting

11) **Adjournment:** Motion to adjourn was made by Gary Nelson, seconded by Tom Ramsey, Motion passed 5/0. Meeting adjourned at 8:10 PM

Submitted by:

Approved by:

Gary Nelson, Secretary

William A. Stull, President

CAPE GEORGE COLONY CLUB
ANNUAL MEMBERSHIP MEETING
July 19, 2008

1. **Call to order:** Bill Stull served as the host for this meeting.
2. **In Attendance:** Board members in attendance included Bill Stull, Robin Scherting, Gary Nelson, Leanne Ryan, and Tom Ramsey. Approximately 50 members were in attendance.
3. **Action on Minutes:** Ray Pierson moved, Joyce Skoien seconded, to approve the minutes from the last Membership Meeting. Passed by the Members
4. **Board President's Report:** Bill Stull, President of the Board of Trustees provided both an oral and written report. The oral report was a summary of the written report which is available at the CGCC office.
5. **Membership Report:** Gary Nelson, Secretary, Provided both an oral and written report. The oral report was a summary of the written report which is available at the CGCC office. There were 38 new members which represent 24 properties.
6. **Treasurer's Report:** George Castaneda, Manager for Marty Bluewater, Treasurer, provided both an oral and written report. The oral report was a summary of the written report which is available at the CGCC office.
7. **Manager's Report:** George Castaneda, Manager, provided both an oral and written report. The oral report was a summary of the written report which is available at the CGCC office.
8. **Water Manager's Report:** Greg Rae, Water Manager, provided both an oral and written report. The oral report was a summary of the written report which is available at the CGCC office.
9. **Committee Reports:**
 - Building:** Jeannie Wright, for Don Lee Committee Chair, provided an oral and written report. The oral report provided a summary of the Committee's approvals for the year and identified the Committee's current membership, both of which are provided in the written report, available at the CGCC office, along with the month-by-month permit approvals.
 - Children's:** No report.
 - Election:** As attached per Item 10, below.
 - Emergency Preparedness:** A written report was provided by Bill Stull, Co-Chair. Below is a summary of the written report, available at the CGCC office.. 1) The EPC met twice during this past year and the First Responders met twice and also held a field radio exercise. 2) Our ham radio is exercised weekly by the licensed ham operators in our community. 3) Each First Responder has a handbook explaining their roles and responsibilities as well as a GMRS radio. 4) Also, we provided an emergency telephone insert for last year's directory, barricades for the Colman ravine roadway closure, a report regarding potential emergency access from Colman Loop to Marine View Place, published informative articles in the Cape George newsletter and studied the diesel fuel storage issue for emergency situations in which we may have to rely on our generator for an extended power outage.
 - Environmental:** A written report was provided by Bernie Del Valle. Below is a summary of the written report which is available at the CGCC office. 1) We had a clean up of garbage along Cape George Road. 2) We designed and finished the entrances to the Village and the Highlands. 3) We had six educational presentations. 4) We started an Environmental Library at the Clubhouse. 5) We have planned a program for Sept. 25, 2008 on the Protection Island Aquatic Reserve Program.
 - Finance:** Both an oral and written report were provided. Jeannie Wright read the written report provided by Georgette Semick, Committee Chair, which is available at the CGCC office. The Finance Committee reviews financial statements monthly and advises the Manager of any concerns. We review the draft budget prepared by the Manager and Treasurer and make recommendations to the Board about the budget. The committee is also charged with updating the reserve schedules, reviewing and advising the Board regarding recommendations for

CAPE GEORGE COLONY CLUB
ANNUAL MEMBERSHIP MEETING
July 19, 2008

changes in insurance coverage, and with the annual CPA audit. With management changes this year the committee has been active in helping to keep the financial records straight and to provide recommendations about investments to keep the financial health of the community strong.

Fitness: Robin Scherting for Jack Scherting, Committee Chair, provided an oral report that summarized the written report, available at the CGCC office. Facilities in our fitness room have become one of the most popular of our common Club amenities. It is regularly used for routine exercise as well as therapy. The equipment that we have is adequate to accommodate the needs of more members than those who regularly use the facility: however the demand is highest in the morning hours, and some machines are more heavily used than others. Little space remains to accommodate new equipment. Given the age profile of our membership, we would like to acquire a balance board for balance training. In addition, a weight stand of better quality is desirable.

Marina: Dale Huselton, Committee Chair, provided both an oral and written report for John Cooley, Harbormaster. The oral report included a summary of the written report which is available at the CGCC office. Some of this year's accomplishments include repairing water lines, reworking the piling guides, dredged the entrance – next dredging is planned for late August, added more moorage by shuffling the boats around, added a bulletin board at the south end and refitting a donated "work boat".

Neighborhood Watch: Both oral and written reports were given by Mikel Stull, Committee Chair. The written report is available at the CGCC office. The oral report summarized and quoted the written report. The Neighborhood Watch Committee consists of 46 Block Captains in the four areas of Cape George. They have been charged with the duties that include providing information to their neighbors, identifying neighbors who may need extra assistance in times of emergencies and keeping their telephone trees updated. The Neighborhood Watch Committee has worked closely with the Emergency Preparedness Committee to provide general information and emergency information to their neighbors. The Block Captains are receiving, via e-mail, emergency information from Jefferson County Emergency Office. We will be meeting with the Emergency Preparedness Committee to look into combining these two committees while still keeping some of the Neighborhood Watch duties.

Nominating: The job of the Nominating Committee was made very easy this year by the early declaration of six fine candidates: Leanne Ryan, Tom Ramsey, Brian Ritchie, Thad Bickling, Charles Boulay and Dick Poole. All in all it was a banner year. We are very grateful.

Pool: A written report was provided by Bruce Candioto. Below is a summary of the written report which is available at the CGCC office. The Pool Committee has grappled with numerous issues over the past year, defining the scope of the much needed renovations to our pool, getting a definite ruling from the State Department of Health regarding whether "drains" are required. A recent letter from Mr. Gary Frazer indicates that they are not required. Meanwhile, it has been discovered that there is substantial rot in our clubhouse/pool building. It has been the Committee's position that approved work to the pool itself should not begin until the extent of this rot is determined.

Roads: An oral report was given by Larry Holtz for the Committee Chair, Larry Southwick, provided both an oral and a written report, which is available at the CGCC office. The oral report was a summary of the written report. The Committee members are: Larry Southwick – Chair, Harry Hilder and Bob Holtz. New members would be welcome because the Chair may be away periodically and Bob Holtz is not a full time resident. The purpose of the Committee is to: review and advise the Board regarding all roads issues: review and approve driveway and ditch/culvert permits: work with the Manager on roads operations, maintenance, and repair issues: and submit recommendations for annual budget needs for roads.

CAPE GEORGE COLONY CLUB
ANNUAL MEMBERSHIP MEETING
July 19, 2008

Social Club: Both oral and written reports were provided by Tom Ramsey for the club Chair Jeannie Ramsey. The oral report provided excerpts from the written report, which is available at the CGCC office, and included the following, we hosted 12 events, held 4 meetings and coordinated purchases at Christmas for victims of domestic violence and their children. Donations to this program are made by residents and used for purchase of clothing, toys and gift certificates. The Social Club Board members plan to make personal phone calls to each residence to ask for volunteers to assist with the planning of and helping with monthly events. We will consider all suggestions for our social calendar.

Water: The committee Chair, Mac McDonald, provided both an oral and a written report, which is available at the CGCC office. The oral report was a summary of the written report and included the following. We are lucky to have had the great planning and installation of a state of the art water system. However, we have lost the use of well head #5 and are using well head #6 as our potable water source. Replacement of well head #5 has been temporarily suspended while it is being reevaluated for possible repairs. Flushing our mains needs to be metered so we can record our water usage. The fire house well needs to be activated or decommissioned and the storage tank at the top of Saddle Drive needs to be decommissioned. We should charge for water use at the Marina, Pool and Clubhouse and all the cars that are washed in the parking lot. Anyone interested in stepping forward to be a member of the Water Committee, please do so.

Election Results: Bill Stull reported the winners and the general results. 216 ballots were submitted, 7 ballots were not opened due to the member not being in good standing, 2 ballots were invalidated due to voting for too many candidates. As provided by the written report of Joyce Skoien, the Election Committee Chair, which is available at the CGCC office, the vote tallies are as follows: the three receiving the highest number of votes are elected to the Board of Trustees;

| | |
|----------------|-----------|
| Richard Poole | 125 votes |
| Tom Ramsey | 111 votes |
| Leanne Ryan | 109 votes |
| Thad Bickling | 89 votes |
| Brian Ritchie | 79 votes |
| Charles Boulay | 76 votes |

Bill Stull thanked the candidates for running and the Nominating and Election Committees for their efforts in this election.

10. **Adjournment:** Jack Salmon moved, Mike Hinojos seconded, passed by Member's vote to adjourn at 2:15.

Gary Nelson, Secretary

Bill Stull, President

CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
JULY 19, 2008
2:45 PM

- 1) Welcome and Comments – Bill Stull.
- 2) In Attendance: Bill Stull, Robin Scherting, Leanne Ryan, Dick Poole, Gary Nelson, Tom Ramsey
- 3) New Business Action Items – Election of Board Officers

Motion 1: Gary Nelson moved, Dick Poole seconded, to re-elect Bill Stull President, Passed 6/0

Motion 2: Tom Ramsey moved, Leanne Ryan seconded, to re-elect Robin Scherting Vice President, Passed 5/0

Motion 3: Robin Scherting moved, Dick Poole seconded, to elect Tom Ramsey Treasurer, Passed 5/0

Motion 4: Leanne Ryan moved, Dick Poole seconded, to re-elect Gary Nelson Secretary, Passed 5/0
- 4) Adjournment:: Motion to adjourn was made by Tom Ramsey, seconded by Leanne Ryan. Motion passed 5/0 Meeting Adjourned at 3:45 PM

Submitted by:

Gary Nelson, Secretary

Approved by:

Bill Stull, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
AUGUST 14, 2008
7:00 PM

- 1) President Bill Stull called the meeting to order at 7:05 PM.
- 2) **In Attendance:** Bill Stull, Robin Scherting, Leanne Ryan, Dick Poole, Tom Ramsey
- 3) **Motion 1:** Leanne Ryan moved, Tom Ramsey seconded to appoint Thad Bickling to fill the remaining two years of Marty Bluewater's term on the Board of Directors. Passed 4/0
- 4) **Action on Minutes:** Tom Ramsey moved, Robin Scherting seconded to approve the minutes of the Regular Board of Trustees Meeting of July 10, 2008, Passed 5/0.

5) **Membership Report:** George Castaneda

Robert Powers/Helen Rector 64 Pine Drive

Clayton Walker 251 Ridge Drive

Treasurer's Report: George Castaneda

As of July 31, 2008 the Checking Account total was \$25,504.20, the 6CD Accounts total was \$508,579.43 and the 2 Money Market Accounts total was \$94,553.71 for a total of \$628,637.34.

- 6) **Committee Reports:** **Building:** 4 Tree Cutting Permits & 2 Earthworks Permits were issued. **Election:** No Report, **Emergency Preparedness:** No Report, **Environmental:** No Report, **Finance:** No Report. **Fitness:** The Fitness Committee is looking for a new chairperson. **Marina:** Items that were discussed at the monthly meeting included dredging, which is now complete, the cleaning of the mooring buoy. The control valve for the propane soaker in the crab shack, permission to sell the old pressure washer, objections to the "Swim at your own Risk" signs, should read "No Swimming", speeding on the Basin Road, maybe post speed limit at 10 MPH, 2009 Marina Budget, Environmentalists Puget Sound Shoreline plans & how it will affect Discovery Bay. **Neighborhood Watch:** No Report, **Nominating:** No Report, **Pool:** No Report, **Roads:** No Report, **Social Club:** No Report **Water:** No Report

7) **Manager's Report:**

- a) We are leasing a new copier for the office, the old one died after about 8 years of service.
- b) Thanks to Brian Ritchie the old tractor has been sold for \$1,000.00
- c) A Cape George member who also is the Grand Master for the local Mason Lodge is sponsoring a Lunch-In for about 70 members of the Mason's Motorcycle Club at the picnic area on the 24th of August. The mason's are doing a scholarship fund raising ride for

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
AUGUST 14, 2008
7:00 PM

local schools and will have a quick lunch here and continue on their ride.

- d) Well # 4 is operational again after a faulty valve that was allowing pumped water to flow back into the well was replaced. Well # 4 was also tested for arsenic, the sample taken before going through our filtration system and the results read .008 parts per billion. The acceptable count is .010 parts per billion. A sample has also been submitted for Well #6. We now have two operational wells.
- e) We have received a report from Robinson & Noble who performed a video inspection of Well # 5. It showed a crack about 10 feet down that was allowing surface water to enter the well. The most interesting thing, the video showed that about 278 feet down a baler is obstructing the well. The baler was possibly lost by Gresham Well Drilling. Robinson & Noble feel that the well can be returned to normal service if the baler can be removed without damaging the well screen. I am recommending to the Board that Cape George hire Robinson & Noble to represent us in our claim with Gresham, in our effort to make Well #4 operational again or if need be to assist in the drilling of a new well.
- f) We have received three proposals for the pool building project and there will be a Special Board Meeting on the 25th of August to make some decisions.

8) New Business and Discussion Information Items:

Preliminary discussion on Swimming Pool assessment possibilities and Well issues

9) New Business Action Items:

- a. **Motion 2:** Robin Scherting moved, Tom Ramsey seconded to approve all Committee Chairs for 2008-2009 Passed 5/0
- b. **Motion 3:** Robin Scherting moved, Leanne Ryan seconded to approve Committee Membership for the Building Committee, Finance Committee, Roads Committee and Water Committee Passed 5/0
- c. **Motion 4:** Dick Poole moved, Robin Scherting seconded to authorize the Manager to pay Bayview Pump \$2,800.24 for the repair of Well #4 Passed 5/0
- d. **Motion 5:** Tom Ramsey moved, Robin Scherting seconded to approve payment of \$1,185.82 to Inveresk Design for the evaluation of water damage done to the pool building. Passed 5/0
- e. **Motion 6:** Dick Poole moved, Robin Scherting seconded to

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
AUGUST 14, 2008
7:00 PM

approve a transfer of \$2,800.24 to pay Bayview Pump from Water Reserves to the General Operating Account. Passed 5/0

- f. **Motion 7:** Dick Poole moved, Thad Bickling seconded to approve a transfer of \$1,185.82 to pay Inveresk Design from General Reserves to General Operating Account.. Passed 5/0
- g. **Motion 8:** Tom Ramsey moved, Robin Scherting seconded to pay Landmark Excavation \$10,677.40 for dredging of the Marina.

10)Announcements:

- a. *August 25th, 2008*, Special Board Meeting at 7:00 pm to discuss and approve plans for repair and remodeling of Swimming Pool Building and also to discuss the issues with the wells.
- b. *September 9th, 2008*, September Study Session at 2:00 pm
- c. *September 11th, 2008*, September Board Meeting at 7:00 pm

- 11) Adjournment:** Motion to adjourn was made by Tom Ramsey, seconded by Thad Bickling, Motion passed 5/0. Meeting adjourned at 7:45 PM

Submitted by:

Approved by:

Gary Nelson, Secretary

William A. Stull, President

CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
AUGUST 25, 2008
7:00 PM

1. **Comments and Announcements** – Bill Stull.
2. **In Attendance:** Bill Stull, Robin Scherting, Leanne Ryan, Dick Poole, Thad Bickling, Tom Ramsey
3. **Action on Minutes:** Tom Ramsey moved, Dick Poole seconded to approve the minutes of the Special Board of Trustees Meeting of July 19, 2008 as is. Passed 5/0

4. **New Business Action Items**

- a. Water:

Manager George Castaneda requests permission to accept a contract with Robinson & Noble to represent Cape George when approaching Gresham Well Drilling concerning the baler which is inside Well # 5. Approval is recommended by the Water Committee and by Water Manager Greg Rae.

Motion 1: Leanne Ryan moved, Tom Ramsey seconded to authorize the Manager to accept the contract from Robinson & Noble for \$4,400.00 to represent Cape George when approaching Gresham Well Drilling concerning the baler which is inside Well # 5. Passed 5/0

- b. Swimming Pool and Community Center:

Manager George Castaneda & George Graham of Inveresk Design Build Inc. recommend accepting the proposal from Abacus for building repairs from Abacus.

Motion 2: Tom Ramsey moved, Robin Scherting seconded, to approve the Manager to spend up to \$106,040.23 to Abacus for building renovations. Failed 5/0

The Finance Committee recommends an amendment to Motion 2

Motion 3: Tom Ramsey moved, Thad Bickling seconded, to authorize the Manager to negotiate a proposed contract with Abacus for repairs to the Community Center and to proceed with the permit process. Passed 5/0

The Finance Committee recommends approval of Motion 3

Motion 4: Robin Scherting moved, Tom Ramsey seconded to adjourn to an Executive Session to discuss personnel matters. Passed 5/0

5. **Executive Session**

Discussion of personnel issue.

Motion 5: Tom Ramsey moved, Thad Bickling seconded to adjourn back to the Regular Session. Passed 5/0

CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
AUGUST 25, 2008
7:00 PM

Results of Executive Session - no action taken

Adjournment from General Session Motion made by Thad Bickling
Seconded by Leanne Ryan Passed 5/0

Submitted by:

Approved by:

Gary Nelson, Secretary

Bill Stull, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
SEPTEMBER 11, 2008
7:00 PM

- 1) President Bill Stull called the meeting to order at 7:00 PM.
- 2) **In Attendance:** Bill Stull, Robin Scherting, Leanne Ryan, Dick Poole, Tom Ramsey, Thad Bickling
- 3) **Action on Minutes:** Leanne Ryan moved, Robin Scherting seconded to approve the minutes of the Regular Board of Trustees Meeting of August 14, 2008, Passed 4/0. Tom Ramsey moved, Dick Poole seconded to approve the minutes of the Special Board of Trustees Meeting of August 25, 2008

4) **Membership Report:** George Castaneda

| | |
|------------------------|-----------------|
| Doug Lind/Sherry Hanan | 261 Dennis Blvd |
| Teresa Giacomini | 30 Dennis Blvd |

Treasurer's Report: Tom Ramsey

As of August 31, 2008 the Checking Account total was \$12,115.46, the 6CD Accounts total was \$508,938.23 and the 2 Money Market Accounts total was \$64,657.36 for a total of \$585,711.05.

- 5) **Committee Reports:** **Building:** 3 Tree Cutting Permits & 2 Earthworks Permits were issued. 1 Building Permit approved **Election:** No Report, **Emergency Preparedness:** No Report, **Environmental:** There were 10 members present for the meeting of September 8, 2008. The new chairperson will be Karen Frank and the new secretary will be Barbara Hill. Some of the issues that were discussed were having a more coordinated plan for maintenance of the common areas, moving forward with stages 2 and 3 of the Village entrance, and the ongoing presentations beginning with an Aquatic Reserves presentation on September 25th and continuing in 2009. New business included Vancouver Park, Noxious Weed Fliers and the budget requests for 2009, **Finance:** The Finance Committee met twice since the last report. On August 19th, we met to review the pool and building proposals and on September 9th we met to review a brief proposal of energy savings estimates/payback. Georgette worked with the Manager to update spreadsheets of 2008 reserve account transfers. **Fitness:** No Report. **Marina:** No Report. **Neighborhood Watch:** We have been working with the office to update all of the telephone trees and have found that we are lacking in information on renters. We will continue to try and gather as much information as possible so they can be reached in case of emergency. We are meeting the week of September 15th to discuss merging our committee with the Emergency Preparedness Committee. **Nominating:** No Report, **Pool:** No Report, **Roads:** No Report, **Social Club:** The next Social club meeting will be a potluck dinner on Monday

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
SEPTEMBER 11, 2008
7:00 PM

September 29th. The short agenda will include two matters to be discussed and voted on: The first is to have the Social Club pay up to \$1,000.00 to replace the TV in the clubhouse and second is to have the Social Club purchase a projection screen for use in the clubhouse by various groups. On October 18th the Social Club will hold an Oktoberfest. **Water:** Our meeting was held on September 8th at 5:00 pm in the office. Items discussed consisted of the water main break which occurred around 4:00 on September 8th. Everyone necessary was on site and the water was shut off. The telephone tree was initiated to notify the community of the water emergency. We also discussed the wells, specifically the plan to repair and rehabilitation of Well #5., the water tanks and back flow prevention.

6) Manager's Report:

We had a break in our main water line on Ridge Drive caused by a contractor trenching a curtain drain on property he was clearing. Larry Southwick, Ed Skowrya, our water manager Greg Rae, Donnie, Bill Stull and I all responded. I would like to thank Mac for turning the water off at the tank farm. Everybody worked well together and the contractor was able to fix the problem in less than two hours.

John Cooley, the Project Manager for the pool building repair has prepared the plans and I have called for an appointment to the permit center to submit plans and permit application for approval. Approval should take about three weeks which allows us enough time to work out the final contract details with Abacus Northwest who will be doing the repair work.

We have received approval from the Dept. of Health, the Dept. of Ecology and the permit center to proceed with our plans to re-activate Well #5. Gresham Well Drilling has placed a temporary plug on the crack in the casing and stopped the leak. The next step is to permanently seal the crack and then remove the baler from the well that is causing the obstruction. If we find that the screen is not damaged, the casing will be cleaned, the pump installed, the well flushed for 24 hour, and water samples taken for testing to insure that the water is good to drink.

Donnie and Jeannie received their certificates for the meter training by Badger Meters. Donnie can now read the meters in an hour and a half where it used to take three days to read manually. The meters will now be read monthly instead of quarterly allowing us to be able to inform our members if they are using too much water or have a leak problem.

Rick Peters, an engineer out of Bainbridge Island, did an analysis on the mechanical system of the pool. Unfortunately the report came in late this

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
SEPTEMBER 11, 2008
7:00 PM

afternoon and the Board has not had a chance to review it. I believe the Board will be impressed with the thoroughness of the report.

7) New Business and Discussion Information Items:

Executive Session to be scheduled as part of the Regular Board meeting on October 16th to discuss personnel issues.

Leanne Ryan to work with the Manager to possibly revise the sign regulation.

Update on pool proposals with information from the meeting with personnel from Master Pools.

8) New Business Action Items:

- a. **Motion 1:** Dick Poole moved, Robin Scherting seconded to approve the height variance from Watkins/Mantlik for the property located at 144 Marine View Place. Passed 4/0
- b. **Motion 2:** Robin Scherting moved, Thad Bickling seconded to approve Karen Frank as the new chairperson for the Environmental Committee. Passed 4/0
- c. **Motion 3:** Tom Ramsey moved, Dick Poole seconded to approve the formation of an Ad-Hoc Marina Long-Term Planning Committee to be chaired by Gary Rossow; with the intent to facilitate the permitting and planning of much needed current and future repairs and improvements. Passed 4/0
- d. **Motion 4:** Tom Ramsey moved, Thad Bickling seconded to approve the replacement of the now defunct clubhouse television with one-half of the funds coming from the Cape George Colony Club regular budget, and matching funds being provided by the Cape George Social Club pending their approval at their Sept. 29, 2008 general meeting. Passed 4/0
- e. **Motion 5:** Robin Scherting moved, Dick Poole seconded to authorize the Manager to negotiate the decommissioning of Well #2 located on Ridge Drive not to exceed \$8000.00 Failed 0/4
- f. **Motion 6:** Robin Scherting moved, Tom Ramsey seconded to authorize the Manager to spend up to \$8000.00 from Water Reserves for the decommissioning of Well #2 located on Ridge Drive. Passed 4/0

9) Announcements:

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
SEPTEMBER 11, 2008
7:00 PM

- a. *October 14,, 2008*, October Study Session at 2:00 pm
- b. *October 16, 2008*, Regular Board Meeting with Executive Session at 7:00 pm

10) Adjournment: Motion to adjourn was made by Tom Ramsey, seconded by Thad Bickling, Motion passed 4/0. Meeting adjourned at 8:10 PM

Submitted by:

Approved by:

Gary Nelson, Secretary

William A. Stull, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
OCTOBER 16, 2008
7:00 PM

1. **President Bill Stull called the meeting to order at 7:00 PM.**
2. **In Attendance:** Bill Stull, Robin Scherting, Leanne Ryan, Dick Poole, Tom Ramsey, Thad Bickling, Gary Nelson
3. **Action on Minutes:** Tom Ramsey moved, Dick Poole seconded to approve the minutes of the Regular Board of Trustees Meeting of September 11, 2008, Passed 4/0.
4. **Membership Report:** Gary Nelson

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|-----------------------------|-------------------|
| Patrick & Christine McFaul | 291 Victoria Loop |
| Aubby & Bobbi Middleton | 41 Dennis Blvd |
| Allan Zee/ Judith Chambliss | 260 S Palmer |
5. **Treasurer's Report:** Tom Ramsey

As of October 7, 2008, the Checking Account total was \$43,869.96. There are a total of 5 CD Accounts totaling \$408,193.73, and 2 Money Market Accounts totaling \$166,606.18: for a total of \$619,669.87 in cash and investments.

6. **Committee Reports:** **Building:** 4 Tree Cutting Permits, 3 Earthworks Permits, 3 Building Permits, 1 Building Removal Permit, 1 Stop Work Order were issued. **Election:** No Report, **Emergency Preparedness:** The EPC has reorganized to incorporate the Block Captains and the telephone tree. Mikel Stull has recruited some new and additional block captains and has updated the telephone trees to incorporate all known residents of the Cape George community. We are also recruiting additional 1st Responders so that their areas of responsibility will be more manageable areas and so that our Ham Operators will be able to concentrate on communications. The committee will be providing personal emergency planning information to residents in a number of ways over the next few months, **Environmental:** No Report, **Finance:** Finance Committee is working with the Manager on the 2009 budget to be presented and discussed with the Board and members on October 23. **Accounts Receivable:** The Treasurer reported tonight that there are some accounts overdue by more than 90 days. The rule and procedure requires that overdue accounts are eventually referred to the attorney for action. We would also like to remind the office and the Board that that same procedure says that if the overdue member(s) are not responding to or working on a payment plan, the Board should consider whether a bad debt reserve should be taken before the end of the fiscal year so as not to run up revenues that might not be collected in some subsequent year CDs: While the FDIC insurance on bank deposits has increased, this is only a temporary measure. Therefore, CD principal should be kept well under \$100,000 so the interest can also remain insured and to allow rolling the

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
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7:00 PM

CD over should that be desirable. The year-to-date financial report for the period ending September 30 should be published in the November newsletter. It was suggested that the Manager or Treasurer include any notes or explanations of variances from budget with this report. **Fitness:** No Report. **Marina:** John Cooley is back as acting Harbormaster, Some smaller slips will be available next year if you are on the waiting list, the Long Range Planning Committee met and Gary Rossow will be replacing Ben Foss as chairman, New floats were installed under dock F, the storage shed in the yard has been repaired as well as the air compressor, many of the piling guides have been replaced, the 2009 budget has been given to the Manager, **Neighborhood Watch:** This committee has been dissolved and merged with the Emergency Preparedness Committee, **Nominating:** No Report, **Pool:** No Report, **Roads:** No Report, **Social Club:** Thanks to Tom Ramsey for ordering the new HD TV that was delivered last Saturday and mounted on the wall. The Direct TV will not be connected until October 23, but in testing the quality with a DVD, the picture quality is excellent, even with all of the blinds open on a sunny day. Thanks to Ray Pierson, Jim Fling, Thad Bickling and Gary Nelson and Donnie for getting the TV set up and ready for viewing. After discussion about purchasing a projection screen and whether or not we should get a portable screen or one that we could mount on the wall, it was decided to go with the portable screen. It will be ordered and purchased in the next few weeks. The Oktoberfest will be held this weekend, October 18. So far 50 tickets have been purchased for the dinner which will include bratwurst, red cabbage, potato pancakes, rye bread and Black Forest Cake. Decorations will be provided by Claire Lacey and members of the Singles Club. Beer will be from Port Townsend Brewery. If you do not have plans for Thanksgiving, the Social Club will hold a dinner on Thanksgiving day. We will cook turkeys and dressing and those attending will provide the rest of the feast. If you have visiting family members, they are welcome to attend as well. Even though there will be no cost, we will be taking reservations and giving people a choice of what to bring to the dinner. Our annual Christmas potluck and gift exchange will be held on Saturday, December 13. This is always a lot of fun. Even if you do not want to take part in the gift exchange, the evening always promises a lot of fun. Those planning to attend should bring a hot hors d'oeuvre as well as a \$10.00 gift for each person planning to participate in the exchange. Plans for a New Year's party are on hold as we lost our band for the evening. If we cannot locate another band to fill in, the New Year's party will be canceled and instead, there will be a wine tasting on Saturday, January 17. In the past the wine tastings, hosted by Dick Kint have been very successful and popular events, featuring food to go with each of the selected wines. With our new TV in mind, there will be a Super Bowl party on February 1. This will be a no-host event where everyone is free to bring their own snacks and beverages. Thanks so much to everyone who has volunteered to help with our various events following phone calls by the Social Club Board. We will be calling on you to help out. **Water:** We discussed the rehabilitation of Well #5. This project is complete as well as the

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
OCTOBER 16, 2008
7:00 PM

decommissioning of Well #2. We now have our full build out capacity. Tank 4 has a leak that will need to be sealed. We also discussed numerous budget items.

7. Manager's Report: George Castaneda

Saturday, Oct 11th there was an incident at the pool when a guest of one of our members created a major disturbance when he decided to do his dirty laundry in both pools and in the men's room. I am not going to go into detail as to what all he did while he was there but it was ugly. He didn't leave the area when I ordered him to leave and I had the police called to have him removed. I had to close the pool because it had been contaminated. The member who loaned the key out will be held responsible and will be charged with the costs involved in cleaning the pool, the overtime of two employees and a large fine as well.

I am pleased to inform you that Well # 5 is up and running. We are working on laying a concrete pad, placing a shed over the well and hooking up the wiring. Within a month Well #5 should be online and will help us in our efforts to increase our authorized water connections from 515 to 665. Well #2 on Ridge has been decommissioned.

The building permit for repair of the pool building has been approved and as soon as the Board approves the contract with Abacus, work will commence before the end of the month. We will be closing the pool around the 7th of November. We will need a 6 foot cleared area from the outside wall on the east side of the building, so if the plants are to be saved, I am hoping that environmental volunteers will offer to move them.

As to the sign regulation that states no signs are allowed within the Club's right of way which is 15 feet from the edge of the road. We had several complaints, mostly from Real Estate Agencies, when informed that we would be enforcing the regulation. I recommend that we leave it as it is. We should not be making changes to our regulations every time someone does not approve of it.

One of our members started to build a storage shed on his vacant lot in the Village. I informed him that it was against our building guidelines and could not be allowed. He stated that he had checked with the office and had been told that he could build the shed and that no building permit was required and he feels that he should be allowed to continue with his project. He stated that he wanted to be here to address the Board and present his case but that he is unable to attend the meeting. I am sorry if he was misinformed by someone in our office but here again, we cannot be changing our regulations or more sheds will be built on vacant lots and we can't have that.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
OCTOBER 16, 2008
7:00 PM

8. Discussion Information Items:

The sign regulation will stay as is.

A stop work order will stand on lot 31 on Spruce Drive. This shed is against the rule stating that no structure shall be built on a vacant lot prior to a house being built.

The Board discussed the building permits submitted for the Pool building.

The Board discussed Thad Bickling & Dick Poole as check signers for Kitsap Bank.

Joseph Vandal will continue as auditor for 2009

9. New Business Action Items:

Motion 1: Leanne Ryan moved, Robin Scherting seconded to approve Ray Pierson as a member of the Building Committee. Passed 6/0

Motion 2: Thad Bickling moved, Dick Poole seconded to dissolve the Neighborhood Watch Committee Passed 6/0

Motion 3: Thad Bickling moved, Gary Nelson seconded to approve the merger of the Emergency Preparedness Committee with the Neighborhood Watch Committee with Carolyn Salmon & Mikel Stull as co-chairs. Passed 6/0

Motion 4: Thad Bickling moved, Robin Scherting seconded to approve the new charter for the EP/NW Committee Passed 6/0

Motion 5: Tom Ramsey moved Dick Poole seconded to finalize the agreement for payment to Gresham Well Drilling for the rehabilitation of Well #5 for \$12,288.00. Passed 6/0

Motion 6: Tom Ramsey moved, Thad Bickling seconded to finalize the agreement with Gresham Well Drilling for the decommissioning of Well #2 for \$7,199.39. Passed 6/0

Motion 7: Tom Ramsey moved, Thad Bickling seconded to approve the resolution to transfer from the Water Operations Reserve to the Water Operations account in the amount of \$12,288.90 for the payment to Gresham Well Drilling for Well #5, Passed 6/0

Motion 8: Tom Ramsey moved, Leanne Ryan seconded to approve the resolution to transfer from the Water Operations Reserve to the Water Operations account in the amount of \$7,199.39 for the payment to Gresham Well Drilling for Well #2 Passed 6/0

Motion 9: Robin Scherting moved, Tom Ramsey seconded to postpone

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
OCTOBER 16, 2008
7:00 PM

signing the contract with Abacus until a later date. Passed 6/0

Motion 10: Tom Ramsey moved, Leanne Ryan seconded to adjourn to an Executive Session to discuss personnel issues at 8:25 PM. Passed 6/0

Executive Session: The Executive Session focused on reviewing the Manager's recommendation for salary increases and annual Christmas bonuses for employees.

Gary Nelson moved, Dick Poole seconded to return to the regular session. Passed 6/0

Motion 11: Leanne Ryan moved, Tom Ramsey seconded to approve the manager's recommended hourly increase in wages for Donnie Weathersby (\$1.50 per hour) and Jeannie Braga (\$1.00 per hour) Passed 6/0

Motion 12: Tom Ramsey moved, Dick Poole seconded to provide annual Christmas bonuses to employees with a bonus of \$150.00 for Jeannie Braga, \$200.00 for Donnie Weathersby, and \$500.00 for Manager George Castaneda. Passed 6/0

10. Announcements:

November 6, 2008, Special Board Budget Meeting at 3:00

November 11, 2008, November Study Session at 2:00 pm

November 13, 2008, Regular Board Meeting at 7:00 pm

11. Adjournment: Gary Nelson moved, Tom Ramsey seconded to adjourn the regular session. Passed 6/0

Submitted by:

Approved by:

Gary Nelson, Secretary

William A. Stull, President

CAPE GEORGE COLONY CLUB
SPECIAL BOARD OF TRUSTEES MEETING
OCTOBER 23, 2008
3:00 PM

1. President Bill Stull called the meeting to order at 3:00 PM.
2. **In Attendance:** Bill Stull, Robin Scherting, Leanne Ryan, Dick Poole, Tom Ramsey, Thad Bickling, Gary Nelson
3. **Explanation of Accounts and Reserve Accounts** – Georgette Semick
4. **New Business Action Items:**

Motion 1: Robin Scherting moved, Tom Ramsey seconded to accept the proposal from Abacus to repair the Community Building for the amount of \$79,070.79. Passed 6/0

Motion 2: Robin Scherting moved, Leanne Ryan seconded to approve spending up to 104,000.00 to make the necessary repairs and provide required maintenance for the CGCC Swimming Pool. Instruct the manager to negotiate with Master Pools the final contract for this project. Funding for this project to come from CGCC General Reserves. Project schedule to be coordinated with the construction of the Community Building. Passed 5/1

Motion 3: Gary Nelson moved, Thad Bickling seconded to approve the Swimming Pool Repairs and Maintenance Summary Plan as submitted on October 23rd to the Board of Trustees as a long term conceptual plan for future repairs and maintenance for the Swimming Pool. Passed 6/0

5. **Announcements:**

November 11, 2008, October Study Session at 2:00 pm

November 13, 2008, Regular Board Meeting at 7:00 pm

6. **Adjournment:** Tom Ramsey moved, Thad Bickling seconded to adjourn the meeting at 5:05pm.

Submitted by:

Approved by:

Gary Nelson, Secretary

William A. Stull, President

CAPE GEORGE COLONY CLUB
SPECIAL BUDGET BOARD OF TRUSTEES MEETING
NOVEMBER 6, 2008
3:00 PM

1. **Welcome and Overview of Meeting Agenda** – Bill Stull.
2. **In Attendance:** Bill Stull, Robin Scherting, Leanne Ryan, Dick Poole, Thad Bickling, Tom Ramsey
3. **Budget Presentations:**
 - a. Discuss current Reserve Account balances – Georgette Semick
 - b. Discuss Capitol Budget for 2009 – Georgette Semick
 - c. Discuss 2009 Operating Budget (expenses) – George Castaneda
 - d. Discuss Revenues – proposed assessments and fees for 2009 – George Castaneda
 - e. Review Finance Committee recommendations – Georgette Semick

Motion 1: Robin Scherting moved, Leanne Ryan seconded to approve as presented the Finance Committee's and the Manager's recommendation for increases in assessments and fees for 2009. Passed 5/0

Motion 2: Leanne Ryan moved, Tom Ramsey seconded to approve as presented the Finance Committee's and the Manager's recommendation for the 2009 Capitol Budget. Passed 5/0

Motion 3: Dick Poole moved, Thad Bickling seconded to approve as presented the Finance Committee's and the Manger's recommendation for the 2009 Operating Budget. Passed 5/0

Motion 4: Thad Bickling moved, Dick Poole seconded to submit to the Board recommended budget to the Cape George Membership for their consideration in the November ballot vote. Passed 5/0

Adjournment from Regular Session Motion made by Thad Bickling,
Seconded by Leanne Ryan. Passed 5/0. Meeting adjourned at 4:45 pm

Submitted by:

Approved by:

Gary Nelson, Secretary

Bill Stull, President

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
NOVEMBER 13, 2008
7:00 PM

President Bill Stull called the meeting to order at 7:00 PM.

In Attendance: Bill Stull, Robin Scherting, Leanne Ryan, Dick Poole, Tom Ramsey, Thad Bickling,

Action on Minutes: Tom Ramsey moved, Robin Scherting seconded to approve the corrected minutes of the Regular Board of Trustees Meeting of October 16, 2008, Passed 5/0. Dick Poole moved, Tom Ramsey seconded to approve the minutes of the Special Board Meeting of October 23, 2008, Passed 5/0. Robin Scherting moved, Tom Ramsey seconded to approve the minutes of the Special Budget Board Meeting of November 6, 2008. Passed 5/0

Membership Report: Jeannie Wright

No new members

Treasurer's Report: Tom Ramsey

As of November 1, 2008, the Checking Account total was \$11,364.18. There are a total of 5 CD Accounts totaling \$410,060.84, and 2 Money Market Accounts totaling \$166,899.39: for a total of \$588,324.41 in cash and investments.

Committee Reports: Building: 3 Earthworks Permit, 2 Demolition Permits, 0 Building Permits, **Emergency Preparedness:** The Emergency Preparedness Committee met and discussed what we wanted to do for the year. The EPC decided to recruit more First Responders and Block Captains, reviewed how we wanted the Block Captains to fit under the Communication arm of the committee, and divided education/medical into two subcommittees. Since then we have recruited additional First Responders and held a training session for them. We are still recruiting members for that committee and acquiring radios for them. We have added Block Captains in three areas where there were no Block Captains and give them the materials necessary to do their job. We are still recruiting for a few areas not yet covered by Block Captains. The education and special needs subcommittees will continue to work closely. Education will submit articles for the newsletter, and offer a CPR class and/or first aid class. We will develop an emergency preparedness class for parents so that children can be educated to respond to emergency situations. We are also trying to identify those who have special needs that might need to be addressed in emergency situations. This may include obtaining information from residents who might need medicine refrigerated during power outages. The committee will also provide emergency preparedness information to new residents of the community. Letters and information will be sent in the next few weeks to residents who might be affected by a tsunami.

CAPE GEORGE COLONY CLUB
BOARD OF TRUSTEES MEETING
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Environmental: In the Newsletter, we will continue to provide a monthly water conservation tip as well as discuss invasive plants and possible replacements for them. In addition, we will keep people up to date on our programs and projects. The Cape George Village entrance is on hold until a decision is made and action taken on the water tower. Propelled by Ann Candioto's suggestion, we did some brainstorming at the meeting to come up with practical, hands-on projects to benefit the community: One idea was to have a "Spring Cleanup" event to help residents dispose of toxic materials that may be accumulating in their garages. Dick Poole is looking into the possibility of working with the county people on this. We are putting together a library section with pamphlets and books for either reference or check-out in the Clubhouse library. We are still seeking a video camera, and preferably a videographer to video our programs so that people who were unable to attend or new residents are able to check them out.

Finance: Finance Committee conducted two meetings in October to review drafts of the 2009 budget prepared by the Manager. Recommendations on the budget were submitted to the Board of Trustees and members of the Finance Committee participated in the Special Board Budget Meeting on November 6. While I am out of town for the winter, Linda Cooley has agreed to serve as Acting Chair for this committee.

Social Club: The Social Club is sponsoring three families who are victims of Domestic Violence for Christmas. Maryl Weir is in charge of this program and is seeking monetary donations that should be into the office by December 11. She will purchase gifts for the mothers and their children. Many of these families would have no Christmas at all without the efforts of the Cape George community as well as the other volunteer groups that provide gifts for the holidays. On December 12, we will be decorating the club house for all of the holiday events happening during December. The annual Christmas party and gift exchange will be on Saturday, December 13. This evening is always great fun beginning at 5:30 with happy hour, followed at 6:00 p.m. with a potluck dinner of primarily hot hors d'oeuvres. Attendees should plan on bringing enough for at least eight servings. For those wishing to participate in the gift exchange, please plan on bringing a \$10.00 gift. As those who have participated before, the gift you choose at first may be taken from you, and can change hands twice after it is first chosen. Who knows what you will end up with!!! We had tentatively planned to have a New Year's Eve party, but were unable to get a band, so the clubhouse will be open January 31 and New Year's Day for all those football fans who would like to see the Bowl games on the new HDTV. On Saturday, January 17 Robert Bentley will host a wine tasting featuring either wines from South America along with food the wines would complement or Spanish wines and tapas. More information will follow on this event. Finally, on February 1, there will be a no-host Super Bowl party with the game being played in Tampa Bay. Just a reminder: the Social Club will roast turkeys and dressing and will provide gravy as well on Thanksgiving day for all those staying home for the day. Everyone is welcome to bring guests to the dinner which will be at 4:00 p.m. Just sign up with Jeannie in the office by

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Monday, November 24 and let her know what you would like to bring.

Water: Well 5. George said that the pump house for Well #5 is being built by Better Built Sheds by Tuff Sheds for under \$2,000. then Straits Electric will do the wiring. George provided several copies of the Robinson, Noble, Saltbush Inc. (RNS) Reconstruction and Testing Report which includes results of the lab tests which were satisfactory but with high levels of manganese and iron bacteria, both of which can be handled by the treatment system. The RNS report recommends taking another set of test samples of this water after it's been treated "before significant amounts of water are utilized by the community. "The significant issue we discussed was the limited production of 50 gpm and the effect that will have on the overall capacity of the water system. The RNS report recommends that we plan to drill a replacement well presuming we'll need higher capacity. Ed will discuss the capacity issues with Bob Leach of NTI. Ed said he also has been given the name of a retired DOE employee from the water rights section that might be worth while to bring him on as a consultant if we need it. We need to assure that we have water capacity for all 662 ultimate connections at build-out. **Well 4.** George, Greg and Donnie reported that the Well 4 pump has a knocking noise now and the consensus opinion is that it's a bad check valve. That will require pulling the pump and replacing the check valves. We have a bid from Gresham for \$4,200 to do that work. Greg recommends that we then pull the newer pump from Well 5 and place it in Well 4. Gresham bid an additional \$1,000 to do that. The Committee agrees and George will take that recommendation to the Board. **Water tanks: Tank 4** has a minor leak that has been going on for years. George has memo estimate from Mt. Baker Silo, Inc. the company that constructed our most recent tank, to seal it when they have a crew in the vicinity. The estimate is between \$1,085 and \$1,445. That would come out of this year's budget. It is also being shown as a line item 5 in the proposed 2009 budget (see below). **Well / tank site fence** George has bids to complete the fencing around the site but has been waiting to complete work on Well 5. We may want to continue to hold off until we know if we need to drill a replacement well or not. Or we could proceed with the fencing as long as it allows enough area for that contingency. It's been this way for many years and there's no apparent need to hurry it now. **Budget** George provided copies of the draft operating and capital budgets for review and discussion. The operating budget is essentially the same as 2008 without the extra cost for the new water meters. The capital budget includes \$6,000 for consulting fees to update the water plan and \$5,000 to fix the leak in Tank 4. Shown for future years planning are: Drill a new well \$30,000 (if needed); Remove the water tank at Ridge Drive behind the Fire Station \$10,000; Cross connection control valve \$3,000; and Additional water valves \$6,000. Ed recommended and the Committee agreed that we remove the \$3,000 item for the cross connection valve as unnecessary. Greg will do some additional verification to see if it was recommended in any inspection reports. Ed will contact NTI, the water plan engineering consultant and discuss the system capacity issues. He will also ask for an estimate to

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survey and map the water well / tank site along with the water plan update. We briefly discussed the water reserves and long range plan for system replacement. Most of our water lines are 4" and would need to be upgraded to 6" or 8" in order to add fire hydrants. Before we could develop a systematic plan for that kind of a replacement program, the consultants would need to develop a complete computerized hydraulic model of our water system. That work is beyond the scope of our current intentions for our 2009 budget and could be done in 2010 or later. The approach would be to analyze our water system for fire flows, develop a plan for 6" and 8" piping with fire hydrants and then prioritize the segments over a period of time and that would become the replacement plan. Then the reserves would be driven by that plan. We also need to do a water rate survey of the other community systems in our area and provide that information to our Board and members before we can talk about rates that would be needed to support a major increase in reserves to fund system replacement. Zane added that water rates would support replacing 4" with 4" but that the incremental cost to upgrade to 6" or 8" should be borne by all properties because they all benefit from that improvement

Manager's Report: George Castaneda

Discussion Information Items:

None

New Business Action Items:

Motion 1: Thad Bickling moved, Dick Poole seconded to approve the bid by Gresham Well Drilling in the amount of \$7,617.70 for emergency repairs to Well # 4 with funds coming from Water Reserves Fund. Passed 5/0

Motion 2: Robin Scherting moved, Thad Bickling seconded to approve the contract proposal from Master Pools in the amount of \$101,435.50 with funds coming from General Reserves Fund. Passed 5/0

Motion 3: Tom Ramsey moved, Dick Poole seconded to approve the resolution to transfer \$1,815.49 paid to Better Built Storage Barns from Water Reserves Fund to Operations Checking Account. Passed 5/0

Motion 4: Tom Ramsey moved, Robin Scherting seconded to approve the resolution to transfer \$7,617.00 paid to Robinson, Noble & Saltbush from Water Reserves Fund to Operations Checking Account. Passed 5/0

Motion 5: Tom Ramsey moved Dick Poole seconded to approve the resolution to transfer \$20,000.00 advance payment and \$9,000.00 partial progress payment to Abacus Construction from General Reserves Fund to Operations Checking Account. Passed 5/0

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Motion 6: Robin Scherting moved, Tom Ramsey seconded to adjourn to an Executive Session to discuss legal issues at 7:30 PM. Passed 5/0

Executive Session: The Executive Session focused on legal issues.

Motion 7: Leanne Ryan moved, Thad Bickling seconded to return to the Regular Board Meeting. Passed 5/0

No action taken on Executive Session

Announcements:

December 9, 2008, November Study Session at 2:00

*December 11, 2008, Budget Ratification Membership Meeting
7:00 pm – 7:15 pm*

December 11, 2008, Regular Board Meeting at 7:00 pm

Adjournment: Tom Ramsey moved, Dick Poole seconded to adjourn the Regular Board Meeting. Passed 5/0

Submitted by:

Approved by:

Gary Nelson, Secretary

William A. Stull, President

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BOARD OF TRUSTEES MEETING
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7:00 PM

Election Results:

Budget – The proposed 2009 Budget adopted by the Board of Trustees at the November 6, 2008 Special Budget Board of Trustees Meeting shall be ratified.

Approve 200

Disapprove 21

IRS Resolutions – Approve resolutions to place all remaining funds at the end of the 2008 budget year into the Club's reserve fund accounts

Approve 202

Disapprove 11

President Bill Stull called the meeting to order at 7:00 PM.

In Attendance: Bill Stull, Robin Scherting, Leanne Ryan, Dick Poole, Tom Ramsey, Gary Nelson,

Action on Minutes: Tom Ramsey moved, Robin Scherting seconded to approve the minutes of the Regular Board Meeting of November, 13, 2008. Passed 5/0

Membership Report: Gary Nelson

Joel Finlay 110 Spruce Drive

Stephen Muma/Phyllis Schorr 360 Saddle Drive

Treasurer's Report: Tom Ramsey

As of November 1, 2008, the Checking Account total was \$109,854.07. There are a total of 4 CD Accounts totaling \$360,783.13, and 2 Money Market Accounts totaling \$142,545.35: Money in Transit totaling -\$74,650.97 for a total of \$538,531.58 in cash and investments.

Committee Reports: Building: 1 Tree Removal Permit, 2 Building Permits were issued. **Emergency Preparedness:** Carolyn Salmon and Mikel Stull attended the Jefferson County Emergency Neighborhood meeting. We were given a presentation on what emergency medical supplies we all should have on hand. We also had a presentation on helping special needs neighbors. The next year, the Emergency Preparedness Committee will include articles in the Cape George newsletter suggesting what emergency supplies we should have and a plan to purchase a few of these items each month. We are also in the process of obtaining Files for Life from the Jefferson Port Townsend Fire Department. These will be passed out to residents to place on their refrigerator. They will contain medical information, contact people in case

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of emergencies, insurance information etc. These will be passed out by our Special Needs Committee headed by Diana Cowan and Sue Poole. The Health Department is also sponsoring a class in February for special needs people to prepare for emergencies. They will get a free bag containing some of the medical items needed in an emergency. We will get more detailed information out as soon as we receive it. Carolyn and Sue McKay are searching for a curriculum and information on how to educate children to respond to an emergency situation. When we obtain this information, we will host a meeting of parents with children in Cape George to talk about emergency situations with children and pass out this information. We are in the process of identifying all children in Cape George. If you know of homes with children please let us know. Carolyn has recruited more First Responders and obtained radios for them. They will have a training session this month so they will be ready to assess emergency situations and report to the Incident Management Team and the Cape George Manager. They will then decide what if any action to take to correct or respond to the emergency. We will put these names in the newsletter so all will know who they are. We have identified when Block Captains will be taking vacations this winter. This will enable us to plan ahead on how to pass out emergency information using the telephone trees if we need to activate them. **Environmental:** We finalized the program for February with Judith Alexander and a Landscaping Your Drain field program by Ann Candioto in April or May. We talked about our budget for long-term plans and possible need for a fundraiser – pancake breakfast. We began discussion of landscaping for the Clubhouse area after the completion of the construction work. Ann will talk to George about more permanent repair of the rut by Memorial Park. We thought that the tank by the Village did not need to be removed, but could be disguised by planting a couple of cedars and other tall plants. This depends on the tank being sealed at the top so that no one could get inside. We voted to move the meeting to the second Monday of the month temporarily to see if that will work better for the Committee members. We brainstormed ways to increase our volunteer base. Suggestions include: having people take on specific time limited job assignments; having coordinators maintain their volunteers; approaching new members of Cape George to ascertain their interest; defining projects well, then asking for help; increase the “fun” level of projects by having cookies and coffee afterward to make participation more of a social thing. **Social Club:** The Social Club Board would like to remind everyone about some of the basic “use of the kitchen” rules that are being ignored. Realizing that new people come into the community all of the time, some individuals or groups using the clubhouse are probably not aware of what is expected. With that in mind, new signs have been posted in the kitchen. Please do not store any unused food in the refrigerators. Take everything you bring in, out. If you use the oven and food spills over and burns, please clean the oven. Those roasting turkeys for Thanksgiving had to clean an oven beforehand. All towels and dishcloths should be taken home by someone and laundered, then returned in the next couple of days. Please empty all of the trash containers. A suggestion would be that if there is only a bit of

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trash in each one, to combine the trash into one container and put it out in the garbage cans. If a small group uses the kitchen, maybe just one or two trash baskets. **Marina:** The Marina Committee met on Tuesday, December 2nd. Six members were present. The Marina Committee voted unanimously to retain present rampage fees rather than eliminate them. This vote was necessitated by a letter from a member, to the Board of Trustees, requesting the fees be eliminated. The Board referred the matter to the Marina Committee. It was also decided to purchase a pallet of new dock floats that would come out of 2008 Marina Reserves. The Committee finished installing the last of two heaters in the workshop, and is presently working on a memorial bench for Jack Overway. We also pulled out a Boat and winterized it for a member who was incapacitated. Future efforts will be made to survey the docks and prioritize those sections in need of maintenance or replacement.

Manager's Report: George Castaneda

It has been a little quiet, so there is not much to report, mostly animal complaints. From dogs running loose, too many coyotes and rats under the Clubhouse. Members are complaining that when walking their dogs they are approached by loose dogs in an aggressive manner. I have checked with Animal Control and they are authorized to pick up loose or stray dogs in Cape George and it will cost a little over a hundred dollars in fees to get your pet released. One of our members was approached by a snarling coyote as she got out of her car, in her driveway. We have checked with Animal Control and there really isn't anything they can do. Port Townsend also has problems with coyotes. We seem to have rats under the Clubhouse and we will be placing poison (Decon) in their nests. The work on the Pool Building is moving along and the building looks great.

Discussion Information Items:

Review list of ideas for 2009 which were generated at the Study Session on Tuesday. Complete preliminary evaluation of ideas and also make some preliminary assignments. Summary of ideas generated will be distributed.

New Business Action Items:

Motion 1: Gary Nelson moved, Robin Scherting seconded to accept the AD Hoc Swimming Pool Committee report. Passed 5/0

Motion 2: Dick Poole moved, Gary Nelson seconded to approve the bid from Gresham Well Drilling in the amount of \$8,865.28 for installation of pump and other services required to make Well # 5 operational. Passed 5/0

Motion 3: Tom Ramsey moved, Dick Poole seconded to approve the proposal from Gresham Well Drilling in the amount of \$9,085.22 for emergency repairs to Well # 4. Passed 5/0

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Motion 4: Tom Ramsey moved, Robin Scherting seconded to approve partial payment to Master Pools in the amount of \$20,287.06 for work completed to date on the swimming pool. Passed 5/0

Motion 5: Tom Ramsey moved Dick Poole seconded to approve partial payment to Abacus Construction in the amount of \$10,000.00. Passed 5/0

Motion 6: Tom Ramsey moved, Leanne Ryan seconded to approve the resolution to transfer \$9,085.22 from Water Operations Reserve Fund to CGCC General Investment (checking) Account paid to Gresham Well Drilling for work on Well # 4. Passed 5/0

Motion 7: Tom Ramsey moved, Leanne Ryan seconded to approve the resolution to transfer \$20,287.06 from General Operations Reserve Fund to CGCC General Investment (checking) Account paid to Master Pools for work done on swimming pool. Passed 5/0

Motion 8: Tom Ramsey moved, Dick Poole seconded to approve the resolution to transfer \$10,000.00 from General Operations Reserve Fund to CGCC General Investment (checking) Account paid to Abacus Construction for work done on the Community Building. Passed 5/0

Announcements:

January 13, 2009, January Study Session at 2:00

January 15, 2009, Regular Board Meeting at 7:00 pm

Adjournment: Tom Ramsey moved, Robin Scherting seconded to adjourn the Regular Board Meeting. Passed 5/0

Submitted by:

Approved by:

Gary Nelson, Secretary

Robin Scherting, Vice President