

**SOUTH BAY COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
October 12, 2018  
9:30 am**

**APPROVED**

**1. Call to Order**

*President Skinner called meeting to order at 9:34 am.*

**2. Determination of Quorum**

*Director Shadrick was absent; Secretary Walkowski established quorum with all other Directors present. Approximately 45 additional SBCA members in attendance.*

**3. Approval of Agenda**

*Motion for approval by Dir. Jurca, 2<sup>nd</sup> by Dir. Sheldon: Motion carried 6/0.*

**4. Approval of Meeting Minutes – September 14, 2018**

*Motion for approval by Dir. Derrenberger, 2<sup>nd</sup> by Dir. Jurca: Motion carried 6/0.*

**5. President's remarks**

- a. *President Skinner announced the evening's October Social Event. The event has a Halloween theme and those in costume are eligible to win one of three prizes.*
- b. *President Skinner mentioned there were new faces in the large group attending the meeting and asked if there were any non-members present. One person raised her hand.*

**6. Manager's Report**

*GM Mark Torres presented the Operations report including an acknowledgement of a new staff member – Zach Royer. An update was given on projects in process; including the completion of spa resurfacing, addition of a new sound system for the Auditorium, tree trimming, and work with a HVAC service partner to implement a solution to noise from the heat pump. New members in the community were also announced. A copy of this report can be obtained upon request.*

**7. Treasurer's Report**

*Treasurer Spagle presented the Treasurer's report as of September 30, 2018. A copy of the report can be obtained upon request.*

## 8. Board Communication

*President Skinner reported the following communication received by the Board:*

- a. *Response to Voice Op Ed piece*
  - i. *President Skinner stated the Voice invited the Board to respond to an opinion piece about the facility use policy that is to appear in the November edition of the Voice, and he read a proposed response. Motion for authorization for President Skinner to send the SBCA response to the Voice was made by Dir. Jurca, 2<sup>nd</sup> by Dir. Derrenberger: Motion carried 6/0.*
- b. *Letter received from Wallace and Kay Cathcart*
  - i. *President Skinner read a letter received from the Cathcarts in support of the SBCA position on Facility Use fees.*
- c. *Letter from Attorney representing Brian and Jeanie Killmer*
  - i. *President Skinner announced that the Board received a letter from an attorney for the Killmers about a view issue in Woodridge Village.*

## 9. Committee Reports, Assignments, and Confirmations

### a. ARC

*Dir. Derrenberger (Chair) reported that nine applications were reviewed at the September ARC meeting. These applications were related to trees in front of the Bay Club and on private Lots, home modifications, and drain modifications due to increased rain. Next ARC meeting will be Friday 10/19.*

### b. Activities and Amenities

*Committee Chair Barb Burke reported that the Chowder cook-off was a huge success. Chair Burke also reported that the planning for the December Gala is going well. The Gala will be catered by The Point Casino & Hotel and tickets will be \$50/per person. Reservations for the Gala begins 11/1. The upcoming movie night for October is La La Land. There will be a Pancake breakfast on 11/3 with a \$10/per person charge. Net proceeds will go to the Tri Area Food Bank. The 2019 Activities Calendar is being worked on now.*

### c. Facilities

*Chair John Sweet was not present at the meeting so Dir. Spagle presented the Facilities committee report.*

- i. *At the October meeting there was discussion on updating the Committee Charter and how to communicate the amenities offered at the facility;*
- ii. *Discussion on how to handle donations;*
- iii. *Fitness Etiquette Flyer – to be posted in workout areas (wiping down equipment, etc.);*
- iv. *Lighting issue in Fitness stretching area – the light is too bright and GM Torres is looking into better, energy saving lighting options;*
- v. *Fire logs in both of the gas fireplaces need to be replaced and a remote feature added. Cost for this work is \$3100 and this has been passed to Finance committee for review; and*

- vi. *Floor issue in pool area was discussed. The floor gets slippery and the carpet is stained. This has been put on back burner for now given cost to repair correctly will run \$22k – \$25k.*

**d. Finance**

*Dir. Spagle (Chair) reported on items that were covered at the last Finance meeting held on Tuesday 10/9.*

- i. *Quarterly results were reviewed and we are on track and in a good position vis-à-vis budget.*
- ii. *Continued discussion on using the expected PUD reimbursement funds in addition to Capital Improvement Account funds to pay off the Sound Bank Loan;*
- iii. *Two outstanding delinquencies remain:*
  - 1. *One property with \$4000 delinquency should be resolved with upcoming sale of property;*
  - 2. *Remaining delinquency is a Special Assessment delinquency. Motion to place a lien on the Luke unimproved Lot for non-payment of Special Assessment in the amount of \$1000 (plus fees) after the lot owner has failed to respond to multiple attempts to contact by the General Manager was made by Dir. Spagle, 2<sup>nd</sup> by Dir. Jurca: Motion carried 6/0.*

*Motion to appoint Kay Cathcart to the Finance Committee after the October 9, 2018 resignation of committee member Sue Oemichen was made by Dir. Spagle, 2<sup>nd</sup> by Dir. Jurca: Carried 6/0. Ms. Oemichen was thanked for her valuable service on the Committee.*

**e. HR**

*President Skinner stated no report for September.*

**f. Communications**

*Dir. Derrenberger (Chair) reported on items that were covered at the last Communications meeting held on Tuesday 9/25.*

- i. *New employee Zach Royer has assisted the Communications Committee by creating a Facebook page for South Bay;*
- ii. *The entry wall monitor is being used to promote events specific to members which includes the daily schedule.*
- iii. *General Manager Torres reported that the SCBA member computer will now print to the copy machine so members can print out activities information to take with them; and*
- iv. *Phyllis Waldenberg has resigned from the committee and Chair Derrenberger has an interested candidate she is working with and reminded the members in attendance that new members to the group are always welcome.*
- v. *Next meeting will be held Tuesday 10/23.*

*President Skinner requested motion to accept GM, Treasurer, and all Committee reports. Motion for approval by Dir. Sheldon, 2<sup>nd</sup> by Dir Jurca: Motion carried 6/0.*

## 10. Old Business

### a. Amended Bylaws

Dir. Derrenberger stated that a version of the SBCA bylaws incorporating all amendments to date had been prepared. Motion to ratify the bylaws as amended to date was made by Dir. Jurca (with a slight modification to the signature line), 2<sup>nd</sup> by Dir. Spagle: Motion carried 6/0.

## 11. New Business

### a. Food Bank Drive (11/9)

President Skinner reported that the annual Food Drive to benefit the Tri-Area Food Bank has begun. There will be a thermometer to gauge progress on the wall monitor and there is already \$1,000 in the fund. Last year \$8500 was raised with the goal that we will surpass that this year. President Skinner said that all food donations are welcome but checks/cash are the best manner in which to give. The wall monitor in the Great Room will have a list of items needed most. There was discussion to hold monthly pancake breakfasts and to split the net proceeds 50/50 between the Activities and Amenities Committee and an alternating charity. Motion to proceed with monthly pancake breakfasts with half the net proceeds to be donated to local charities was made by Dir. Derrenberger, 2<sup>nd</sup> by Dir. Spagle: Motion carried 6/0.

### b. Member Forum

There will be an SBCA member forum on Wednesday 11/7 at 2:00 pm to seek member input on a proposed Rules Compliance Policy and to discuss the zoning on the Bay Club and Gazebo parcel.

## 12. PLVC Report

President Skinner reported on discussion and reports at the monthly PLVC meeting.

## 13. Additional Member comments –

Numerous members, and at least one non-member, expressed concerns about the Bay Club facility use policy and whether “reciprocal groups” should be exempt from usage fees. One member expressed concerns about charges for attending the monthly socials, and one member asked about the status of the Gazebo property.

## 14. Executive Session to discuss matter/consultation with legal counsel.

At approximately 11:06 Motion to move to Executive Session to consider communications with counsel was made by Dir. Jurca, 2<sup>nd</sup> by Dir. Spagle: Motion carried 6/0.

## 15. Reconvene in Regular Session

At approximately 11:56 the meeting was reconvened in Open Session.

A Motion for President Skinner to send a letter to the County regarding SBCA’s position on changing the zoning for the Bay Club and Gazebo property was made by President Skinner, 2<sup>nd</sup> by Dir. Spagle: Motion carried 6/0.

A Motion for GM Torres to seek legal advice on a response to attorney for the Killmer's was made by Dir. Jurca, 2<sup>nd</sup> by Dir. Spagle: Motion carried 6/0.

*There was a brief additional discussion about the monthly pancake breakfasts, the need for future discussion about the tennis courts, and a clarification to the proposed response to the Voice Op Ed in light of a concern that had been expressed by Ms. Oemichen.*

**16. Adjourn**

At approximately 12:14 pm, Motion to adjourn was made by Dir. Jurca, 2<sup>nd</sup> by Dir. Derrenberger: Motion carried 6/0.

Next SBCA Board Meeting: Friday, November 9, 2018

Next SBCA Board workshop date: TBD