

SOUTH BAY COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
May 10, 2019
9:30 am

MINUTES APPROVED

1. Call to Order

President Skinner called meeting to order at 9:31 am.

2. Determination of Quorum

Director Walkowski was absent; Vicki Derrenberger established quorum with all other Directors present. Approximately 20 additional SBCA members were in attendance.

3. Approval of Agenda

Motion for approval of Agenda by Dir. Jurca, 2nd by Dir. Shadrick: Motion carried 6/0.

4. Approval of Meeting Minutes – April 12, 2019 and April 26, 2019 Special Meeting

Motion for approval of April 12th meeting minutes by Dir. Sheldon, 2nd by Dir. Jurca: Motion carried 6/0. Motion for approval of April 26th meeting minutes by Dir. Jurca, 2nd by Dir. Shadrick: Motion carried 6/0.

5. President's Remarks

President Skinner reminded everyone that tonight's social is going to be a wonderful event. GM Torres is cooking up the chicken and Steve Hammond will be flipping tortillas on the grill. 70 people have already signed up.

6. Manager's Report

GM Mark Torres also reminded members about the evening's Fiesta where the food is complimentary and alcoholic beverages are \$5. GM Torres also reported on the following projects in progress. He stated that he is working to fill an open staff position. Scanning of the ARC documents has been completed. The new sign-in software will be ready in a couple of weeks. He is also working with a new security company to replace the old fire system as well as new security cameras. There is an updated bid for the cameras, but it was decided to hold off making a decision until after there has been a workshop discussion. The final draft budgets for next years' Operations and Reserves have been completed.

7. Treasurer's Report

GM Torres presented the Treasurer's report as of 4/30/19. One note is that the SBCA paid half of the Sound System update in a cost share with PLPA. A copy of the complete report can be obtained upon request.

8. Board Communication

Two complaints have been received from Teal Lake Village and will be referred to the appropriate committees to respond. Dir. Jurca informed the Board of landscaping being done by new owners without ARC approval. Motion that GM Torres or Dir. Derrenberger be authorized to make informal contact with the homeowners to let them know of the rules by Dir. Jurca, 2nd by Dir. Shadrack: Motion carried 6/0.

9. Committee Reports, Assignments, and Confirmations

a. ARC

Dir. Derrenberger gave the ARC report regarding the April meeting. The committee reviewed 17 applications and a time extension request. Approvals were for tree removals, a new roof, paint house a new color, addition of propane tanks, several landscape changes for homes in Ludlow Cove Village, addition of security cameras (home and Bay Club), patio repairs and walkway modifications. The next ARC meeting will be held Friday 5/17.

b. Activities and Amenities

Barb Skinner gave the AAC report and covered upcoming events. Friday Happy Hour at the Bay Club is tonight. The theme is Cinco de Mayo and grilled chicken tacos will be served. There will be a Memorial Day Observance and Flag Dedication Ceremony on Monday, May 27th from 11:00- 1:00. Light refreshments will be served. The next pancake breakfast will be held on June 7th. The charity is the Tri Area Food Bank and the Community group assisting is First Wednesday Lunch. On June 12th there will be a Garden and Nursery Expo at the Bay Club. Rachel Boock has arranged for several nurseries to sell plants and other garden accessories. There is no fee and it is open from 11:00 – 2:00 for the entire community. June 14th will be the Quarterly SBCA Member Social to welcome new members and all beverages are free. Music on the Green will be held on June 28th featuring Next Up. July has a lot going on. There will be a Backyard Barbeque on July 4th from noon until 2:00 pm. The pancake breakfast will be on Friday, July 5th as it is important to keep consistency of an activity going. The charity and support group is to be determined. The committee also started to talk about the holidays. Decorations need to go up before Thanksgiving. The annual tree lighting will take place on December 2nd. An invitation was sent to the Choral Belles to perform. The next meeting is Monday, June 10th from 1:00 – 3:00 pm.

c. Facilities

Chair Sweet presented the Facilities report. The committee is dealing with flooring issues between the pool and locker room and are looking to update the flooring in the craft room. Requests for bids have been sent out. Bid requests for the upgrades to the shed will be sent to three contractors. Maintenance of the front planters and landscaping in the circle were also discussed. The meeting minutes are posted on the website. The next meeting will be held Tuesday, June 11th.

d. Finance

GM Torres presented the Finance report. There were delinquencies on 2 member accounts. A final notice was sent before bringing the matter to the Board. One member has paid the balance. No response from the other member. The last known reserve expense for this fiscal year is the security cameras. Comprehensive review of the 2019-20 budget has been reconciled and the completed proposed budget goes to the Board at the workshop on May 16th. A special meeting will be called to approve the packet for the annual meeting.

e. HR

President Skinner reported that the committee discussed looking at salary ranges. SBCA has not changed our ranges in over 10 years. A salary survey to compare our rates to other HOA's is done annually. Motion to approve the new staff salary schedule by Dir. Shadrick, 2nd by Dir Jurca: Motion carried 6/0.

f. Communications

Dir. Derrenberger (Chair) reported that due to a lack of a quorum the committee did not meet last month or this week. However, the meeting was rescheduled for Monday, May 13th at 9:30 am.

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

10. Old Business

- a. **Gazebo property update** – *Dir. Jurca and President Skinner met yesterday with Dan Meade and a few others about concerns for the future use of this property. An agreement was made to hold a community wide meeting on September 16, 2019. There was agreement on the goal to preserve the present use of the property as is, but community input is also needed. Implementation of this goal is to be determined.*

Note: Dir. Spagle left the meeting at 10:05.

- b. **Annual Meeting Prep** – *There will be a Board workshop on May 16th at 1:00 pm. to finalize what needs to be done for the annual meeting. There is still a need for volunteers to run for the Board.*

11. New Business

- a. *There is no new business today*

12. PLVC Report

President Skinner reported on discussion and reports at the monthly PLVC meeting. There was a request to remind everyone about the How to Prepare for Life Alone Seminar on Friday, May 17th. Greg Brotherton was at the meeting and spoke about infrastructure issues on the west end of the county. Port Hadlock received a grant to move forward on the sewer. PLA has decided to

work on remodeling, as home sales are slow. The surcharge from OWSI starts in June. PLA is interested in the scotch broom issue and are working on the log piles and Mexican restaurant.

13. Additional Member comments

Additional discussion took place on the microphones, sandwich board signs not being enforced, and scotch broom removed by volunteers.

14. Adjourn

At 10:24 am, Motion to adjourn was made by Dir. Jurca, 2nd by Dir. Sheldon: Motion carried 5/0.

Next SBCA Board Meeting: Friday, June 14, 2019

Next SBCA Board workshop date: Thursday, May 16, 2019