

**SOUTH BAY COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Friday, January 12, 2018
9:30 a.m.**

DRAFT MINUTES

APPROVED

1. Call to Order:
President Skinner called the meeting to order at 9:35 a.m.

2. Determination of Quorum:
A quorum was declared by Secretary Lemieux with six members present. Dir. Vicki Derrenberger was absent. Club Manager Mark Torres was also present.

3. Approval of Agenda:
A motion to approve today's agenda was made by Dir. Twohey, seconded by Dir. Spagle, and carried 6/0.

4. Approval of Meeting Minutes:
A motion to approve the Minutes of the Board Meeting on December 8, 2017, was made by Dir. Twohey, seconded by Dir. Spagle, and carried 6/0.

5. President's Remarks:
Pres. Skinner reminded everyone of tonight's Social gathering at the Bay Club. He also allowed John Fillers of the Trails Committee to present the type of work performed by the committee volunteers and to request additional funding during the coming year, if needed.

6. Manager's Report:
GM Torres presented the operations report including an update on various Club projects in progress or completed. A copy of this report can be obtained by members upon request.

He also announced the resignation of Helen Holmes from the Bay Club staff as well as the relocation of the GM's office to a room behind the front desk. Six new members were added to the SBCA roster in December.

After some discussion, a motion was made by Dir. Jurca to approve a \$500 bonus to GM Mark Torres. The motion was seconded by Dir. Quail, and carried 6/0.

7. Treasurer's Report:

Treasurer Dan Quail presented the report indicating the SBCA's financial balance as of December 31, 2017. A copy of this report can be obtained upon request.

8. Board Communications:

Pres. Skinner announced that revisions to the Bay Club Rules are a work in progress and the final draft will be e-mailed to members for review.

9. Committee Reports:

Pres. Skinner reported the following changes to the Board and to Committee assignments:

- a. ARC: Vicki Derrenberger will serve as the Board's Vice President and remain as Chair of this Committee. Other members are Dave Jurca and Steve Lemieux (as alternate);
- b. Activities & Amenities: Barbara Burke will remain as Chair. A Super Bowl Party is in the planning stages;
- c. Facilities: John Sweet will remain as Chair. Dr. Spagle was added to this Committee;
- d. Finance: Dan Quail remains as Chair. This committee needs one new member. Facilities repairs for next year are estimated at \$94,000. A priority list of projects is needed.
- e. HR: No Report.
- f. Communications: Dir. Twohey will assume the position of Chair. She will contact the other Committee Chairs to determine what they would like to see on the new website.

A motion to accept all Committee Reports was made by Dir. Quail, seconded by Dir. Spagle, and carried 6/0.

10. Old Business:

- a. Pres. Skinner stated that revisions to the Bay Club Rules are still needed and that a vote will soon be forthcoming.
- b. Dir. Spagle reported that interior design review for improvements to the Bay Club is on-going and that feedback and comments received will be provided to members for review.

11. New Business:

Pres. Skinner stated there is no new business for discussion at this time.

12. PLVC Report:

- a. Pres. Skinner announced there is a new Board of Directors at PLVC.
- b. He also requested that everyone pay attention to the sorting of recyclables.
- c. Steve Frenzl reported that a meeting has been scheduled with the new County Transportation Planner.
- d. Bill Dean announced that the reported water contamination appears to be minor and that a small amount of chlorine has been injected into the water system as a precaution.
- e. Pres. Skinner announced a military submarine tour among the LMC, PLVC, and SBCA Board members is being scheduled.

13. Member Comments:

Bill Dean reminded everyone to familiarize themselves with the restrictions on shooting weapons in the Port Ludlow area.

14. Executive Session:

At 10:55 a.m. a motion to enter into Executive Session was made by Dir. Spagle, seconded by Dir. Quail, and carried 6/0. The ES was to consider communications with legal counsel.

15. Regular Session:

At 11:46 a.m. a motion to resume Regular Session was made by Dir. Quail, seconded by Dir. Jurca, and carried 6/0. Pres. Skinner mentioned that no decision has been reached on the Kilmer request. Dir. Jurca offered to draft a letter to the Kilmers stating the

Board's current position on the matter. So moved by Dir. Quail, seconded by Dir. Twohey, and carried 6/0.

16. Adjournment:

A Motion to adjourn was made by Dir. Twohey, seconded by Dir. Quail, and carried 6/0 at 11:55 a.m.

Respectfully submitted: Steve Lemieux, Secretary