

**SOUTH BAY COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
December 13, 2019  
9:30 am**

**MINUTES APPROVED**

**1. Call to Order**

President Sheldon called meeting to order at 9:30 a.m.

**2. Determination of Quorum**

Secretary Clark established quorum with 5 out of 7 total Directors present.  
Approximately 12 additional SBCA members in attendance.

**3. Approval of Agenda**

M – Dir. Jurca  
S – Dir. Sprandel  
Carried – 5 – 0.

**4. Approval of:**

**a. Meeting Minutes – Nov. 08, 2019.**

M – Dir. Jurca  
S – Dir. Sprandel  
Carried 5 – 0

**b. Special Meeting Minutes – Nov. 15, 2019.**

M – Dir. Jurca  
S – VP Shadrick  
C: 5-0

**5. President's Remarks**

- None
- Special Item – Joe Gilliam described his design and implementation of the heat pump noise abatement project and was recognized for his service

**6. Manager's Report**

- GM Mark Torres gave a report regarding the issues briefly listed and described below; a copy of the Manager's report is available upon request.
- Reminder regarding Holiday Schedule Bay Club hours
- Over \$6,100 collected for Tri-Area Food Bank this year; >\$30,000 over the past 5 years
- Shed project will be worked on in Feb. 2020
- Three additional auditorium projects will make auditorium unavailable or limited
  - Ceiling Fans installation
  - Floor Repair
  - Interior Painting
- New check-in system will be implemented soon

## 7. Treasurer's Report

Treasurer Walkowski presented the Treasurer's report as of \_\_\_Nov. 30m 2019\_\_\_\_\_. A copy of the report can be obtained upon request.

## 8. Board Communication

a. RE Complaint #2919-003 (LPV!).

Not all agreed-upon changes have been met.

## 9. Committee Reports

a. President Sheldon presented Dir. Hammond's (ARC Chair) ARC report. A copy is available upon request.

b. Activities and Amenities

i. GM Torres presented the report

Holiday decorations and Gala are on schedule

c. Facilities

Report presented by Co-chair Chris Dean

Hearing Loop technology update – ad hoc committee will further research this technology in terms of quality, longevity, feasibility, etc. Report available upon request.

Health and Fitness Committee approved by the Facilities Committee as a recommendation to the Board.

i. Motion to approve Woodworker sub-Committee

M – Dir. Sprandel

S – Sec. Clark

Carried: 5-0

ii. Motion to approve Woodworker sub-Committee charter

M – Sec. Clark

S – Dir. Sprandel

Carried: See below (Tabled)

Discussion of the motion identified improvements needed in the wording of the Charter, therefore there was a

Motion to Table the Motion:

M- Sec. Clark

S- Dir. Jurca

C- 5-0

iii. Motion to approve Woodworker sub-Committee Members

M – Dir. Jurca

S – Dir. Sprandel

Carried: 5-0

d. Finance

i. Treasurer Walkowski (Finance Chair) presented the report from the most recent Finance Committee meeting held on Tuesday, 12-10-19. A copy of the report is available upon request.

e. Health & Fitness

President Sheldon provided a summary of the meeting of the prospective Health & Fitness Committee; his summary is available upon request.

i. Motion to approve Committee charter

M – Dir. Jurca

S – Treasurer Walkowski

Carried: 5-0

ii. Motion to approve Committee Members

M – Dir. Sprandel

S – Treasurer Walkowski

Carried: 5-0

iii. Motion to approve Mike Potter as a member and Vice-chair

M- Dir. Jurca

S- Dir. Sprandel

Carried: 5-0

f. HR

President Sheldon reported that Christmas bonuses were provided for staff last year. The finance committee has recommended that bonuses be approved according to the schedule prepared by the GM, with the addition of a bonus for the GM.

M- Jurca

S- Sprandel

C: 5-0

g. Communications

Dir. Sprandel (Communications Chair) reported on items that were covered at the last Communications meeting held on Monday, Dec 09, 2019. A copy of the report is available upon request. Note: All Voice articles should be sent directly to Jenise Harper; she will also format submitted articles.

**Motion to approve all committee reports**

M – Dir. Jurca

S – Sec. Clark

Carried: 5-0

**10. Old Business:**

Motion to approve BMI music licensing agreement

M – Dir. Jurca

S – Dir Sprandel

Carried: 5-0

**11. New Business --None.**

## 12. PLVC Report

Jim Moffitt provided a synopsis of what transpired at the 12.04.19 PLVC Board Meeting – His summary is below. A copy of the PLVC Board Minutes is available on request.

### School District:

- Superintendent Rick Thompson addressed the board on the following topics:
  - New grade configurations within school buildings to accommodate current enrollment patterns
  - Outlined the remodeling program at the old middle school and was very pleased to announce that the project has come in on time and on budget
  - Mr. Thompson praised the Blue Bills organization for its ongoing support of STEM programs... especially as it relates to the field of Robotics

### County Issues:

- Greg Brotherton:
  - Discussed efforts to expand the no shooting zone in the county and outlined procedures for residents to request a no shooting zone.
  - He reported that the comment period deadline for the proposed DNR transfer and sale of two 40-acre parcels of state forest land has been extended to Jan 15<sup>th</sup>, 2020
  - Also announced was an area encompassing most of the saltwater shoreline throughout Western Washington had been designated as a “Maritime Washington Heritage Site”. This designation is to celebrate the maritime history and culture of the Puget Sound and Coastal Washington – this designation is expected to provide funding to promote maritime history and education. He invited residents to consider the possibility of interpretive heritage projects in the county.

### PLA

- Diane Smeland (PLA) president
  - Successful Tree lighting event in the village square
  - Announced the winter hours of the Niblicks Café
  - And thanked the Utilities committee of the PLVC of their support in moving the water treatment project forward with the JEFF County Community Development Department. The project is not yet under loan, but she stated that she did not see any risk of losing the revolving loan due to unforeseen delays.

### PLVC board;

- No shooting zones
  - Discussed the remaining area of the MPR that are not designated as “No Shooting” to be included in the No Shooting Zone.
  - Those areas are mostly found in the Olympic Terrace and Timberton Villages.
- Board and committee assignments
  - Board approved the following:
    - Jim Moffitt to Chair Health and Wellness
    - Anna Moffitt and Fred Faulkner as members of the Emergency Mgt Committee
    - Jack and Anna Moffitt as members of the Communications Committee

**13. Member comments**

**Motion to thank Dean Rosenthal for his contributions to the Port Ludlow community**

**M- Jurca**

**S- Pres. Sheldon**

**C: 5-0**

**14. Executive Session** – to discuss personnel matters and matters involving possible violations of the governing documents of the Association

Motion to enter Executive Session.

M – Dir. Jurca

S – Dir. Sprandel

Carried: 5-0

Motion to exit Executive Session.

M - Sec. Clark

S – Dir. Sprandel

Carried: 5-0

Motion to inform 2019-001 homeowner of the accumulated fines and that the Board's intention is to place a lien on the property when Fines reach the \$10,000 level

M- Jurca

S-Walkowski

C- 5-0

**15. Adjourn**

Motion to adjourn, 11:52 a.m.

M – Sec. Clark

S – Dir. Sprandel

Carried: 5-0

Next SBCA Board Meeting: Friday, Jan. 10, 2019

Next SBCA Board workshop date: Jan. 08, 2019 at 1:00 p.m.