

WCC Board Meeting Minutes

September 14, 2020 (virtual)

Attendance: Ryan Crompton, Sharon Morehouse, Eileen Clemans, Nancy Kennedy, Kjersten Johansen, Matt Small, Toni Lund, Debra Palmer-Seiler, Jennifer Jacobson, Sue Clarke

Approval of Minutes from Aug 10, 2020 – Secretary (5m)

Approval of Agenda – Secretary (5m)

Unfinished Business (30m)

- **Tree Trim Approval** (Matt) Questions about trimming costs and who pays. Everyone participating will split cost of permit. Everyone pays arborist on their own, except for the tree over the trail which will be at the cost of the club \$500. Question about another request for tree trimming over power lines by the club that was denied a few years ago, and whether this is different, but this limb is dead and the other wasn't. Tree report and map were reviewed by the group, tree trim committee agreed to all requests. Matt validated there are no other dead limbs over power lines in North Beach. Debra would like to make sure someone is monitoring when we trim. Ryan moved that we approve, all approved.
- **Shed Repair Approach** (Nancy, Toni) Shed has been assessed by Brian and Toni, has some water damage on the walls, but no rot inside. Siding that faces the gate at the bottom 2 inches has a small bit of rot. Nothing is currently urgent, but could be pressure washed, we could remove the bottom 6" siding and put a 2x6 around it so it looks nicer and removes the exterior rot or we could be more extensive to make it look nice from the inside. Toni recommends we do nothing; it is fine for 5-6 years and needs to be pressure washed only. Check it again after the rainy season. Might need paint in the Spring, we should revisit then. At one time we had wanted to use some cinder block to build a retaining wall to keep the back clear. Planning to do a major trim on the plaza, around the porta-potty and around the shed to clean things up, could consider a small retaining wall at that point. Ryan will donate the blocks he has. Could we put power in the shed – yes if we were doing a security cam system, but maybe we could consider a solar panel light inside. Ryan will investigate doing this and propose on next meeting. Lights on posts by the message board are burned out, Toni will get replacement spot light bulbs and put spares in the shed.

Old Business (20m)

- **Status Report Questions** (Kjersten) Will send out updated status reports on Tuesday.
- **Correspondence Plan** (Jennifer & Nancy) Individual email accounts can be provided for the board positions for \$70 per year through Google. Does it include document storage? There are several documents for the Tax Appeal, Instructions for changing gate codes, etc. Should be setup with folders for each role. Jennifer will sign us up for the Google account and start getting the documents organized into the Google Drive.

New Business (60m)

- **Treasurer's Report** (Eileen) - Also include capital projects report (Ryan)
 - Internal audit recommendation: Recommend we do an audit next year and establish in the bylaws that we do this at least every 5 years or when we have a change of Treasurer. Can we talk to Carol about changing the bylaws to reflect this change. Nancy will discuss with Carol.
 - Should we be writing thank you notes for donations? We have received 8 donations for \$50 or \$25, 2 for \$75, 1 for \$100, \$150, \$200, and \$500. It seems like we should send at least 4 thank you notes. Who should do this? Nancy volunteered to send out the thank you notes, using the preprinted notes we have.
 - There have been several times recently that individuals have solicited donations from our membership. (Matt for the shuffleboard, Ruth for the Kid's parade) I think it would be a great idea for the head of whatever committee activities fall under to be responsible for reporting

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back to the board on total amount collected and how the donation was used. This is a great way to protect both the individual collecting and the club members. It's also a great way to make sure people are thanked for their donations. Nancy will get information from Ruth and report that to the board. In the future we want the committee chair to provide this information to the board.

- Does the board want to know if there are any members that paid last year but are not current for this year? I would be happy to bring this information to the meeting but would rather not publish this information. Ryan would like this information to stay private. Agreed Eileen will share this information with VP and decide jointly if there should be follow-up.
- Treasurer's Report – We are not spending much money, so we should move forward on some things. Income is on track.
- **Long Term Plan Review** – needs to be updated, but we have several outstanding items for Entry improvements. No longer need to replace Plaza Tables, maybe just some small repairs. But we will not be funding this, nor do we need to do Shed Repairs as noted above. Next year is gate repainting and resurfacing the sport court. Will want to ensure that it is needed. Gate repaint will probably be more expensive and does need to be done. Gate was originally powder coated, so we will need to understand how it should be painted properly.
- **Discuss new entry layout** (Ryan) Mock-up of the entry way shared and discussed. Includes new sign and lighting, removal for the old sign. Light posts will have electrical so that decorations can be hung. Have installed a spring on the pedestrian gate, we just need to gate extension to seal off the walk around. Requires a work party to get started. The lights can be pre-built at Ryan's, then need to pour the foundations and set the posts. Need to run conduit underground for the electrical and wire the lights and outlets. Need canoe, dirt and bulbs for planter. Will get the gate extension now. Could install security cameras as well on these poles.
- **Shuffleboard Court Short & Long Term Plan** (Ryan) Board reviewed a letter written by Danny and Michaela Eulberg. Additional review and research will be done by Matt and this will be a recurring agenda item until resolved.
- **Jim Stender Request** (Nancy) Ryan would like someone in the neighborhood to take the lead on this and ask for signatures, we will publicize but will not own the effort. Ryan will respond to Jim.
- **Letter to Lakehaven** (Ryan, Debra) Ryan would like someone in the neighborhood to take the lead on this and ask for signatures, we will publicize but will not own the effort. If someone wants to take this on they may, Debra will do this with Toni. Not officially from the board.
- Sign Thank You letter to Jeff at B&E (Ryan) Nancy will do this.
- Bootlegger Trail Sign re-installed (Nancy, Toni) Base is installed, will be finished by Ryan when we can go outside.
- Tour de Woodmont (Nancy) – wait another month, then revisit.

Deferred to Next Meeting

- Volunteer Liability (Ryan)
- Fall Social Distance Events (Ryan)
- Alterations to membership invitations & announcements (Sharon)
- Boat Ramp Sign (Debra, Toni)

Respectfully Submitted,
Kjersten Johansen