

Sky Meadows Ranch & Country Club, Board of Trustees Meeting
Saturday July 26, 2008
Un-approved Minutes

1. Board Members Present: Bob Swenson, Colin Ferrin, Steve Locati, Trent Ely, Bob Poole, Peggy Locati, Dale DeGour, Kris Johnson

2. Board Members Absent: none

3. Presidents Remarks:

- 1) Bob informed everyone there is an agenda.
- 2) Bob reminded all that this meeting is a Sky Meadows Board meeting and no taping of the minutes is approved.

4. Minutes:

1) Minutes Approval

a) Motion Peggy/Poole to approve the minutes. Approved.

- 2) An additional comment was made by a member claiming that RCW's of the state of Washington allows taping of public meetings.

The board commented that the interpretation of the various RCW's differ.

5. Caretakers Report

- 1) Harold has been on vacation and thanked Bob Poole and Kris and Bob Johnson for filling in with the water run.

6. Fire, Safety & Security

1) Burning Control Policy Confirmation: Motion Dale/Steve to ratify policy as approved last month. Unanimous.

2) Firewise Report & Grant Funding: Dale reported that the cleanup project utilizing KCCD & DNR grant money went well. The cost was over \$16,000.00 and will be paid from DNR and Conservation district funding.

- a) Two work parties were attempted and only one person other than Dale showed up one time. Dale did the majority of the work himself.
- b) Poole commented that he thinks that by Dale leading by example he has encouraged many to clean up their properties.
- c) The board expressed their appreciation to Dale for his efforts.
- 3) Dale reported that he had to ask individuals to put out fires.
- 4) A member asked who to notify if there is fires. The board informed members to call the fire department.

- 5) Dale is requesting signs from DNR to post fire danger status.
- 6) Dale asked all members to report the time they spend firewising their own or common properties to him to turn in for matching grant funds. All hours worked are allowed to be reported as volunteer labor towards the matching grant funding.
- 7) A member asked what constitutes firewising. Dale told her that thinning, pruning, trimming time and fuel spent, including fuel travel costs.

7. Buildings & Grounds:

- 1) Kris reported that the flag from the lodge has been taken. Johnson's have been purchasing special flags and donating them for several years that are made to withstand wind. They installed the new special flag prior to 4th of July and someone took it down and replaced it with a cheap that is already battered.
- 3) Kris asked to that we let her and Harold know before mowing the meadows so that they can make sure that spraying conditions are not interfered with.
- 4) The pool alarm has been ordered, it is an upgraded model and will be installed in the near future.
- 5) Kris has been working with a vendors to replace the door in the lodge. One is being made to fit. It will be a metal door with a window.
- 6) There is \$797.90 in the activity account.
- 7) There is \$4332.43 in the bunkhouse fund.
- 8) Kris also reported that the deck railing replacement has been ordered.

8. Architectural:

- 1) There are currently two requests, one to remove trees for a trailer and another to remove dead trees and to firewise.
- 2) Kris reported a member has topped trees, Colin will write them a letter.
- 3) Colin asked about the process for permitting with the county. Trent reported that he gives the county the list of upgrades. There has been some miscommunication with the County. There must be a signature of our caretaker prior to final approval.
- 4) It was discussed that we must provide the notification of the approval to the County only after Harold has verified that the water upgrade has been paid.
- 5) There has been some member complaints regarding a lot that has been cluttered with debris for some time and Colin is addressing it with the owners.

9. Treasurers Report:

*1) Motion Steve/Trent for approval of checks 8824 through 8866 with the voiding of 8843.
Unanimous.*

2) There was also another voided check from last month for a duplicate invoice that the bookkeeper was paying that Peggy caught.

3) *Motion Peggy/Poole to confirm the amendment to policy FIN 03 to add the three year foreclosure wording Unanimous.*

4) Peggy reported that a member was upset that their transfer fee wasn't paid when they purchased and it resulted in a lien on their property. The member didn't understand the process and paid it. Our bookkeeper forgot to reverse the lien fee which further complicated the matter. Our apologies are made to the member.

5) Peggy discussed that the bookkeeper has asked that all accounts, including the bunkhouse and activities accounts be handled through our bookkeeper. Kris agreed and has been in communications with our bookkeepers.

10.Roads, Parking & Equipment:

1) **Casassa Road Paving:** Poole reported that the safety berm in the meadow is going as planned. The leveling of the middle parking lot has been completed. There has been leveling on the right side of Casassa for snowmobiles. Earth moved has been utilized for the berm. He is attempting to re-vegetate with native plantings.

a) Poole reported that chip sealing is the most plausible option for Casassa road in the future. Paving would require a greater expense as the road surface creating from oiling would have to be crushed first.

2) Poole's report of the safety measures led to then discussion of our insurance coverage's. Steve reported that our current insurance policy excludes coverage for winter activities and we will be working to complete our winter activity safety plan to be prepared to work with potential insurance underwriters risk management personnel.

3) The board recommends that members review their insurance and personal liability coverage's with their agents.

4) The plan to sell the old groomer has not been successful so far.

11. Water System:

1) **Electronic Meter Reading Installation:**Trent reported that "Databar" has committed to having all the hardware here by August 28 and will be ready for installation and training when the products arrive.

a) Volunteers will be needed to help with the installation. Also it is requested that members clean up the access to their meters as soon as possible.

b) Please contact Pierson Smith to volunteer to help with this.

2) **Sawmill Tank Installation :**The tank installation went very smoothly. Colin had brought the tank up from Washougal. Norm Cook demolished the old tank and dug and filled with pea gravel a base and positioned the new tank. It was plumbed in and the actual installation took under three

hours. Thanks to all that assisted! Members stated that the water tastes better!

- a) Total expense including installation costs was about \$4,500.00.
- b) Trent reported that insulation of the new tank for winter still needs to be addressed.
- c) Trent also suggested that the tank should be controlled remotely with the firefly system.
- d) Harold suggested that we may be able to keep the tank circulating to keep it from freezing.
- e) Poole discussed building a retainer and backfilling. Dave Chambers suggested that we use ecology blocks to back fill against.

3) **Well Drilling Status on 1C1:** "Poulin" has been given the go ahead to do the job. Trent is hopeful that the well will be drilled in August. The check for the permit has been sent out.

4) Trent reported correspondence regarding concern of the water billing processes. Firefly should address these issues.

12. Members Input:

- 1) Some members requested that the secretary publish names of individuals commenting in the newsletter.
- 2) Dave Chambers stated that the President's remarks regarding attorney action was disagreeable to him.
- 3) Dave also expressed concern that an employee was terminated and it wasn't recorded in the minutes or the newsletter. Steve reported that he agreed that although it wasn't part of the minutes that it should have been in the newsletter.
- 4) Poole reported that we are looking at the job description of the caretaker and what needs to be done regarding the lodge and bunkhouses.
- 5) Pierson Smith stated that he would like to see what checks are written. Peggy reported that the check detail is available for members at the meeting.
- 6) Ron Bell stated he feels strongly about the minutes. He thinks they are not accurate and they are an editorial statement and selective in their content.
- 7) Ron Bell commended Dale for his hard work.
- 8) Ron Bell asked about policy of year round storage of snowmobiles, trailers and equipment. Poole reported that they extended leniency this year due to the snow late winter. It was discussed that we may need to enact a policy.
- 9) Ron Bell requested that Kris contact him regarding the replacement of the door in the lodge.
- 10) Ron Bell asked about legal counsel which the board has used. They reported that we have used specialists regarding the Pederson lawsuit and employment issues.
- 11) Ron Bell also asked about the boards review of Lynn Chambers' request to serve on the board in a special project category. Poole explained that he has been in discussion with Lynn regarding the nature and costs of her proposal. Dale expressed concern to expenditure of money for

consulting. Poole concluded that he still wants to work with Lynn.

12) Ron Bell asked how many new board position will be up for election. Trent, Steve and Dale are up for election. Mr. Bell asked if there is a strategy or intent to leave a spot vacant. The by-laws state that we have up to 9 board members. When the last vacancy occurred, Poole took an extra position. The board is looking at what role the ninth position should be.

13) Ron Bell asked about the well drilling project, if we have a written proposal. The contract describes the scope of the work.

14) Ron Bell commented that the City of Kirkland changes water meters any time the customer has a concern about the meter reading.

15) Julie Ring stated that she is not happy with the newsletters. She was also disappointed that she wasn't acknowledged in the newsletter regarding the waffle breakfast. The board apologized to Julie. We thank her for her efforts.

16) Julie Ring also expressed concern that the termination of the employee was not in the newsletter.

17) Julie Ring commented that she does not like the fact that the board has needed to retain legal counsel. The board agreed in most with her comments.

18) Julie Ring expressed concern regarding the fact that the Poole's have paid money toward the groomer and members objected to the interest the Association was going to pay him.

19) Carrie Dick expressed that it was not proper for the Poole's to charge interest for their money and expressed that she would have preferred the board did something different to finance the groomer.

20) Carrie Dick also stated that she doesn't agree that the financials are not audited by a CPA. Brenda Martin reported that in 1987 the board agreed not to hire a CPA to audit because the cost at that time would have been between 5 to ten thousand dollars.

21) Dawn Atkinson objected that the comments in the newsletter seemed to elude that the people making objections had not been active in the community attending meetings and/or volunteering.

22) Bob Brutsche suggested that people contact PSE if their power bills seem not correct. He stated that there are many inconsistencies and he was refunded a large amount of money that was over bills.

23) Lloyd Towne commented that one day when he helped with the water run and that there is a dangerous hole near the big tank that presents a danger. There is a valve needing to be replaced there and it should be flagged.

23) Lloyd Towne also commented that volunteers should not opt out when they have offered to help. Harold commented that volunteers that decided not to help because they disagreed with the termination of Diane's employment.

24) A member asked what the difference between recreation and part time water use was. She also asked about the transfer fee. Peggy explained that it was to help offset the cost of the bookkeeping service. The bookkeeper service keeps the finances of the association consistently in

order as the board changed over the years.

25) Nancy Exe expressed concern regarding a deep ditch and high bank on Sky Meadows Drive. The board expressed a desire to improve the situation.

26) Brenda Martin asked about notices of liens being placed that members are notified when the lien was actually placed. Peggy reported that members are notified when a lien has been filed.

27) Brenda Martin expressed concern that there has been gas stolen in the development. There have been such instances.

28) Brenda Martin expressed thanks to Dale for his work firewising.

29) Brenda Martin thanked the board for there hard work and diligence in there efforts for scrutinizing capital expenditures.

30) Pierson Smith reported that he has been working with the postal service and there needs to be 16 members that want new mail boxes to upgrade.

31) Pierson Smith expressed thanks to Harold and Diane for their efforts.

32) Pierson Smith offered to purchase chain link to install on the pool fence. The board reported that we have the chain link and Pierson offered to help with the installation.

33) Dave Chambers asked that we consider a safety enhancement position as a board position. Dave also thanked the board for their efforts. Dave encourages the board to reach out to the membership for expertise.

34) Poole reported a letter written by Doug Haas. The letter was expressing his concern regarding the fencing, berming, clearing and tree thinning in the lower meadow. Poole is responding to his letter with a full explanation.

35) Dale reported that he would like to revisit the sign board with a larger sign.

13.Old Business:

1)**Lot 17 Div 7 Listing:** Bob Asbury has offered t list the property and only charge the minimum fee that Windermere has to pay their corporate headquarters.

a) Motion Steve/Peggy to list lot 17 Division 7, with Bob Asbury/Windermere Real Estate. Unanimous.

14.New Business:

1) **Voting Policy:**The annual election policy was read in it's entirety.

Trent commented on the thoroughness of the policy and the fact that it includes measures to ensure the accuracy of the vote.

a) Linda Wood asked how the board will handle nominations from the floor. There is a write in spot on the ballot. That will be allowed, but not nominating in advance would be a disadvantage.

b) Motion Collin/Poole that the annual election policy be ratified with the amendment of

the ballots must be postmarked 5 days prior to the annual meeting.

2) The date of the annual meeting was discussed. Because of budgeting and nomination process, September may not be possible. The by-laws state that the meeting will be held in September or October. There is a restraint that no money can be spent out of the new budget until the annual election. The board concluded that that restraint is amiable and the annual meeting will be held in October to allow for candidates to come forth

15. Adjourn to Executive Meeting:

1) Motion Peggy/Poole to adjourn to executive session for handling Personnel related issues.

Unanimous

16. Call to order motion to adjourn executive meeting and resume regular meeting:

1) Motion Peggy/Poole to adjourn executive meeting and resume regular meeting at 2:15 PM.

Unanimous

17. Adjourn July Meeting :

1) Motion Peggy/Poole to adjourn regular meeting at 2:15 PM.

Steve recommends that in the future the board tape the meetings and publish them word for word in lieu of the energy spent publishing the newsletter.

Respectfully submitted,

Steve Locati

Secretary

