

Decatur Head Beach Association
Board Meeting
Molly Rothwell's House
March 27, 2014

Attending Wanda Garfield, Kathleen Kelley, Barb Loners, Jeff Wilson, Molly Rothwell, Catherine Peng, Nancy Stevens,

Budget Jeff

Balance Sheet as of February 28, 2014. Incomplete picture of assets because large boat payment was made in March and not currently reflected. Balance sheet will more accurately show assets and liabilities in May statement.

A/R Aging Summary as of Feb 28, 2014 shows status of members current and up to and greater than 90 days past due for monthly payments and special assessments. Article VI section 4 of the bylaws state - Use of Facilities when Delinquent. Should such assessments and charges be not paid when due, the shareholder who is delinquent in payment shall have no right to the use of the facilities at Decatur Head. The board shall have the responsibility of enforcing this section by appropriate means.

ACTION ITEM

No prime time reservations requests will be accepted by the shareholder if the shareholder is 30 days past due. Jeff, Wanda and Char will send out reminders to members who are past due and informing them that shareholders who are delinquent in payment greater than 30 days will not participate in the April 21st Prime Time Draw. All reminders will be electronic communication.

Profit & Loss Budget vs Actual. Oct 2013-Feb 2014. Numbers now are not whole picture. Better to look at this sheet in May. For example budget for Boat repair and maintain is \$10K. Actual boat repair cost was \$29K. But total budget for Capital Improvements is \$55K and Dick thinks he will spend less than \$55K. of note there is \$6K in the Emergency Unbudgeted account.

Cabin Maintenance and Remodels Status Molly/Barb

E-mail from Char - Cabin 6 bathroom is done and will be back on line Monday the 31st. The cabin was completely re-plumbed with a whole house carbon filter installed under the kitchen sink. The smell is gone and it looks really nice. The cost was \$3,890.86. This is a bit over budget because we were planning on using the tile on hand, not the tub surround, which was more expensive because of wanting to keep the window. Also, we were able to put a fan in the bathroom along with heated tile floor. Cabin 7 has a new 40 gallon water heater. Cabin 5 has new siding on the north side.

ACTION ITEM

Cabin 8 is getting a bathroom remodel, starting on Monday March 31st, 2014 by Dick Cabin 1 flooring. Replace all carpet throughout downstairs with wood flooring. Flooring discussion - Pergo vs Pine vs Bamboo. Pergo's quality was debated whether it does or does not age well with scratches. Pine appears distressed with

scratches and Bamboo is cost prohibitive. Decision was to use high quality Pergo or similar flooring.

Of note - Extra \$85/month in dues per member will help build capital improvements for future. \$40K/year.

Boat/Dock

E-mail update from Char - The total boat cost was \$29,132.07. The majority of this cost was total lack of maintenance...but we will say it is now running perfectly, and as long as the we keep up with the maintenance it should last 20 more years. The boat needs to have the bottom painted...North Harbor gave us a bid of \$4,500.00. Dick can do it for considerably less. We'll get some cost together on this. Per Jeff Dick said he could do it for potentially \$1,100 with a friend. Would be pulled out of water for project in Anacortes

ACTION ITEM

Jeff will look in records to see what costs have incurred prior for painting of bottom and how often it has occurred.

Dick explored possible recall and reimbursement monies without success. Dick was able to negotiate bill down a bit approx #K.

ACTION ITEM

I have a note that Molly will explore potential reimbursement possibilities. Dick is planning on above listed projects done prior to prime time. Tennis courts need to be power washed this year. Prior to our annual meeting we need to explore what it would cost to have it professionally repaired, repainted and relined. There is a sinking spot on the northeast side. It will require a professional to fix it. We can't fill it with cement, the surface is asphalt.

Cabin Equipment

Mattress pad status – information regarding pads have been sent to Char by Wanda dated December 5th 2013 with sizing and pricing.

ACTION ITEM

Need bed count from Char for Mattress covers. Need decision regarding what to purchase – pads and protectors for Mattress'? Pillows and or pillow covers?

Cookware/Bakeware – Catherine

Safety, durability and pricing were explored. Currently cookware and bakeware in cabins rusted, broken, unusable.

Stainless Steel cookware was preferred over Nonstick cookware due to durability. Kirkland Brand Stainless Steel 13 piece Cookware set at \$169.00 was unanimously agreed upon by board. Five sets to start.

Chantal's Basics Bakeware 4 piece set for \$99/ set was agreed upon by board for safety and durability reasons.

ACTION ITEM

Catherine will order and figure out delivery of 5 sets of each Stainless Steel Cookware and 5 sets of Bakeware prior to work weekend. Also needed are new cutting boards and cookie sheets. Each cabin will have 2 cookie sheets and 1 set cutting boards.

Object is to have each cabin have the same cookware and bakeware.

Total price of kitchen equipment upgrade should be less than \$1,500.00

Mugs. Molly located nice mugs but costly.

ACTION ITEM

Barb will stop at Restaurant supply store and continue to research mugs.

Dredging Nancy

Concerns regarding cost and time for Dick and Char to meet with Attorney in Friday Harbor. Currently dredging window has expired but the dredging permit has not. Nancy is hoping to resolve concerns and issues over phone with Attorney saving enormous time and money.

Per email from Char - Dredging permit is in the works and expires at the end of June. We are in contact with an attorney, in Friday Harbor. We will meet with her first part of April.

ACTION ITEM

Molly will contact caretakers and let them know Nancy will take over dredging inquiry and find out name of Attorney in Friday Harbor.

Water system

Water system out of compliance? Not related to chlorination. Looked on state site we are rated Blue means that you (we) are in compliance but we don't have the proper Engineering confirmation. Engineer on Lopez will cost \$2,500.

ACTION TIME

BOT decided to put off resolving the blue status for water system until next year since cost of engineer is too much for this year. Nancy will call state and find out what we are needing specifically.

Olpac utility trench status

Olpac digging trench for electricity were slated to dig Sept 2013. Did not happen. Any chance we could get timing for budgeting??

ACTION ITEM

Barb will email Dick in hopes of discovering timing and possibility of laying new water line in trench at same time.

Reservations. Wanda. Stuff has gone out twice electronically.

ACTION ITEM

Will send out one more reminder to members electronically.

Non Prime Time Cabin discussion

Up to one time per year, Members shall be allowed to reserve no less than 3 and no more than 4 cabins (#*s 5-8) during non-prime time* up to 4 months in advance. Cost for the cabins shall be paid in advance upon making the reservation and shall become non-refundable after 30 days of making the reservation or 30 days prior to commencement of the reservation, whichever occurs first. However, if the cabins are re-rented, a credit shall be given for those days re-rented. This shall automatically expire April 30, 2012 unless extended by the membership at the annual meeting or by E-mail ballot. Members shall not have *bump* rights on the reserved cabins but shall have access to cabins 1, 2 & 4 as normal.****This shall be applicable during non prime time except during: Caretakers vacation, spring break (to be clarified by Ed and Verdell).

ACTION ITEM

(Per Nancy)At this point it seems like we have two options. One is to propose it be made permanent with an email membership vote now (of course changing the wording to remove dates and use caretakers generic) and the other is to discuss again at the next annual meeting. Since the meeting the BOT via email decided to send the group reservations proposal out to the members for a vote after the prime time process is completed in order to avoid member confusion (the group policy applies only to non-prime time.)

Blue book

Barb and Ed worked on the book in 2002. Content needs review and update.

ACTION ITEM

Nancy willing to review and send to board for approval.

Work Party

Four families have signed up hope to tackle big jobs which take a group which are not regular caretakers duties. (Power wash tennis courts. Remove brush from behind tennis courts)

ACTION ITEM

Molly will email membership again to remind and encourage members to come on up and join the fun!

Washer and dryers. Septic system can't handle 2 washers working at once.

Mexico vacation caretakers May 13-23. Who will be willing to watch the head? Historically Ed and Verdell have made arrangements. Butzburgers and or Alder's have watched cabins in past.

ACTION ITEM

Barb will contact both the Butzburgers and Alder's electronically.

Google Calendar

Molly inquired if there is a way to manipulate DHBA google calendar and put information in such as caretakers gone or annual meeting. Lines are limited. Read only except caretakers.

ACTION ITEM

Jeff will check if space is available for notes.

Web site refresh. Share Book. We need to ask membership if anyone is interested in taking on the task to update web site.

ACTION ITEM

Kathleen will ask membership electronically.

And on a sad note...Lilly broke her foot.

Meeting adjourned 2145

Respectfully,
Catherine Peng
Secretary DHBA