

Woodburn Estates & Golf
Board of Directors Meeting
August 22, 2023 – 1:30 pm
Auditorium – Listen In (425) 666-4290
Approved August 22, 2023

Call to Order

Establish a quorum – Ken Bourne, Sharyn Cornett, Kim Farquharson, Phil Balogh, Connie Johnson, Marilyn Sbardellati, Sherman Lackey, Marilyn Plowman, Steve Garner.

Attendance: 79 Conference line: 17

Pledge of Allegiance

Changes to the Published Agenda:

Executive session – Tues, August 22 – 12:00 pm BOD President Ken Bourne opened a meeting of the BOD, and a motion was made to go into Executive session. This motion was approved, and the Executive session was called to order. All BOD members were present. The meeting was held in the conference room. Topic of discussion: Member Complaint. The meeting was adjourned at 12:50 pm.

Treasurer/Budget Committee Report - Treasurer Phil Balogh

AUGUST 22, 2023

Woodburn Estates and Golf

Treasurer Report for August 22, 2023

Submitted by Phil Balogh, Treasurer

Fund Balances:

Operating: \$717,215

Reserve: \$593,376

Working Capital 801,155

Total capital funds. \$1,394,531

Accounts Receivable: \$120,673

The Budget Committee met 2 times, August 8 and 18, to work on our 2024 budget. Members Mike Hepburn, Connie Watt, Allan Lindberg, Phil Balogh and staff Debbie Brown and Vince Cantwell present.

Profit and Loss Ordinary Income (operations only)

Actual Budget Variance

July \$77,895 \$143,921 (\$66,025)

YTD \$648,534 \$562,858 \$86,676

July's Profit and Loss was off due to Revenue. We expected this as we have seen earlier payments in May and June by members who pay bi-annually, but we also still have \$120,000 in accounts receivable that we expect to collect most of by year end. Year-to-date our total revenues are \$11,195 better than budget.

Expenses were under budget by \$19,173 in July and are \$76,392 under budget year-to-date.

Most of this due to the fact that Labor Costs are \$89,329 under budget.

We Project our positive budget results to continue through year end.

We have reviewed initial drafts and the 2024 budget and hope to have a budget to present to the board in September.

Motion to approve Treasurer Report.

Good of the Order

Discussion of the BOD of topics

- **Recalled Petition was received.** Petition has been date stamped and put in the safe. Office staff will begin verifying signatures tomorrow.
 - The following are the conditions of verification:
 - One signature per household
 - Signatures must be of 'owner' only. No associate members.
 - Name must be legible enough to identify name.
 - Member numbers must match name and be correct.
 - Must be in good standing [Articles 5.2a]

If there are signatures of 250 members eligible to vote, we will move to the next step.

- **Discussion of the three Requests** for Exemption of Working Capital Gains.
- **Adjusting the Open Swim time** for when there are visitors. We need to review the rules. This was discussed in the Pool committee.
- **The Foodies Club wants to start a Kitchen Library.** The possibility of checking out equipment. Do an audit of the storage space to see if we could utilize our storage better.
- **WEG website has some new links** on the Members only website.
- **Possibility of a cell tower** in the RV lot.

MOTION #1 - President Ken Bourne – I move to designate November 4, 2023, as the date of our Annual Meeting in 2023. This is for this year only. **Seconded and passed.**

MOTION #2 - President Ken Bourne – I move to designate the 2023 Nominating Committee made up of the following people: **Seconded and passed.**

- Rick Irish
- Dave Mastalski
- Anne Reslock
- Sharon Sandvig
- Gary Vogue

MOTION #3 - VP Sharyn Cornett (Activities): I move to approve the project of refreshing the living room using funds donated by the Activity Committee. **Motion was tabled.**

MOTION #4 - Director Connie Johnson (ARCH/RV): I move to approve Janice Aiken as a member of the ARCH/RV **Seconded and passed.**

MOTION #5 - Director Marilyn Plowman (New Member): I move to approve Delane Pennington, a member in good standing, as a member of the New Member Committee. **Seconded and passed.**

MOTION #6 - Director Sherman Lackey (Marketing PC): I move to approve Claudia Wicks as a member of the Marketing PC Committee. **Seconded and passed.**

MOTION #7 - Director Steve Garner (Rules & Reg): I move to approve refunds of 50% of working capital fees to all applicants brought before the board in July, due to the fact that there is no language in the governing documents that speak specifically to this situation. **Seconded and passed Form will be withdrawn until it can be corrected to reflect current BOD rules.**

MOTION #8 - Director Steve Garner (Rules & Reg): creation of a new refund application
Motion was withdrawn.

MOTION #9 - Director Steve Garner (Rules & Reg): ~~Bylaws #4.4.2 (change).~~

Motion was withdrawn.

MOTION #10- Director Steve Garner (Rules & Reg): ~~Bylaws #5.3-5 (change).~~
Motion was withdrawn.

MOTION #11 - Director Steve Garner (Rules & Reg): I move to approve Bylaws #5.5-11A (change).
5.5-11A Organizational Meeting Location, Date and Time. Unless otherwise agreed by the Board, within ~~fourteen (14)~~ **twenty-five (25)** days following the annual meeting of the Association, the Board of Directors shall hold an organization meeting with the newly constituted Board of Directors, on such date and at such time and place as is determined by the current Board. **Seconded and Passed**

MOTION #12 - Director Steve Garner (Rules & Reg): I move to approve 2023-0627 Rules & Regs #3.3 (change).

3.3 Security Deposit: the members shall submit a ~~\$100.00~~ security deposit with the application form. **See Fee Schedule for this security Deposit.** **Seconded and Passed**

MOTION #13 - Director Steve Garner (Rules & Reg): I move to approve 2023-0627 Rules & Regs #8.1-1
Motion was withdrawn.

MOTION #14 - Director Steve Garner (Rules & Reg): I move to approve 2023-0627 Rules & Regs #12.2-1(change). **12.2-1** A unit, with or without motor power, which is designated for recreational purposes and/or human occupancy and is used temporarily for recreational or emergency purposes. This includes but is not limited to a converted van, camping trailer, motor home, travel trailer, utility trailer, ~~and~~ truck camper, **tow dollies**, and watercraft. The **Recreational Vehicle unit** may not be parked or stored in the driveway, or anywhere on a member's lot, exclusive of the garage, longer than 72 hours. **Seconded and Passed**

MOTION #15 - Director Steve Garner (Rules & Reg): I move to approve 2023-0627 Rules & Regs #13-G (add).
13-G Auxiliary towing dollies. **Seconded and Passed**

MOTION #16 - Director Steve Garner (Rules & Reg): I move to approve 2023-0627 Rules & Regs #14.36 (add).
~~**14.36-9 Bikes are not allowed.** (From form used in golf shop).~~ **Amended to remove this.**
14.36-10 This tag may not be shared. (From form used in golf shop). **Seconded and Passed as Amended**

MOTION WITHDRAWN Secretary Kim Farquharson –I withdraw motion regarding changes to the Exemption from the Working Capital Fund Fee.

Secretary: Make a motion to approve these minutes as amended

Announcement for Next Meetings –
BOD Meeting Tuesday, September 26, 2023, at 6:00 pm
Adjourn meeting.