

WILLOW VALLEY CLUB ASSOCIATION

BOARD OF DIRECTORS MEETING

MEETING HELD AT: 549 E. GORDON DR, MOHAVE VALLEY, AZ 86440

MEETING HELD June 3rd, 2023 @ 9:00 AM

The Board of Directors meeting was called to order at 9:00 AM by Chris Elvert.

Chris Elvert led the Pledge of Allegiance. 10 out of 12 board members were present making it a quorum.

1. Present: Dee Adcox-Kimberlin, Mark Aery, Chris Elvert, Ken Koch, Bob McMahon, Bryan Osborne, Andrea Pewsey, Bob Slater, Sue Steeber, Karen Summitt.
2. Absent: Randy Burton, Chris Young.
3. Number of General Members attending: 17

MEETING MINUTES FROM May 6th, 2023

The meeting minutes are sent to the Board to review prior to the meeting. Copies were provided to members at the meeting and are available on the website and in the office. **Motion to Approve** May 6th, 2023, meeting minutes was made by Dee Adcox-Kimberlin, 2nd by Chris Elvert, and carried.

TREASURY REPORT

The treasury report for April 2023 was sent to the Board prior to the meeting. Copies were provided to members at the meeting for review and are also available at the office. **Motion to Approve** the April 2023 treasury report as presented was made by Sue Steeber, 2nd by Chris Elvert, and carried.

BUILDING AND MAINTENANCE

Caretaker Mike Wilke advised that the parking lot project needed 4 additional loads of AB gravel to complete the job. The contractor underestimated the amount needed. The parking lot will be completed before Memorial Day weekend. The cost for the 4 additional loads is \$1,800 and they have been delivered. After those 4 loads were spread and compacted, it was determined we needed another 4 additional loads, but since the contractor underestimated the amount of AB gravel needed, and since the bid is a year old, he will assume ½ the cost. Our cost is \$900 for 4 more loads. **Motion to Approve** \$1,800 and \$900 for more AB gravel for the parking lot was made by Andrea Pewsey, 2nd by Bob Slater, and carried. Bryan Osborne abstained.

A member asked why bids go over the quote given. Chris said he will address this in the future, Bids must be good as quoted for 90 days. Karen Summitt added that we should require a detailed, itemized scope of work.

Bryan Osborne discussed replacing the clubhouse roof, and painting the fascia boards, trim and doors. The roof is scheduled, Bryan is putting together a volunteer group to paint. He discussed painting the brick walls on the clubhouse. More discussion was held about if we paint the brick, which has never been painted, it will create a lot of maintenance every few years. Another member suggested we stucco the brick walls then paint. Bryan estimated 50-75 gallons of paint, Home Depot Marquis brand. Cost would be approx. \$3,780.00. Chris Elvert said yes we can get a quote for stucco and schedule that 5 years out. For now, we will paint the fascia, trim, and doors, spend \$1,000 on the paint and save \$2,780 towards the stucco down the road. **Motion to Approve** \$1,000 for painting the clubhouse fascia, trim, and doors was made by Andrea Pewsey, 2nd by Bryan Osborne, and carried.

An inspection of the clubhouse was conducted recently by Redmond Construction. The clubhouse doors are not up to current code and should be replaced. The 2 rear doors are falling apart. Bryan Osborne has quotes for \$350 for steel pre-hung rear doors and about \$565 for a front door. We need to check with the county to verify the current building codes. The front door was tabled for further research. **Motion to Approve** \$1,000 for 2 rear doors was made by Bryan Osborne, 2nd by Bob Slater, and carried.

Andrea Pewsey discussed the upcoming clubhouse roof replacement that was previously approved by the community. The cost increased from the original bid because there was dry rot in some areas, some fascia boards

on the shed weren't included, and additional electrical work was needed. \$29,850 total plus \$945 for more fascia board, plus \$95 for missing corbels that were not on the original eaves on one side of the building. **Motion to Approve** \$1,500 to finish the job was made by Chris Elvert, 2nd by Bryan Osborne, and carried. Chris Elvert requested this be documented in the Treasurers Report.

Mike Wilke reported that Cal-Zon has fixed all the damaged fences. Tree trimming is scheduled for next week, it is the bi-annual tree trimming in the marina. Chris Elvert asked that this be put on the next meeting agenda, and we need to add this to the annual budget. Mike added that we need to trim the tree in front of the clubhouse, it's laying on the roof and interfering with the power lines. Motion to Approve \$500 for tree trimming was made by Chris Elvert, 2nd by Andrea Pewsey, and carried.

PUBLICITY AND COMMUNICATION

Dee Adcox-Kimberlain reported there are 696 members on the WV Association Facebook page and it's going great. The website is being updated. Bob Slater pointed out we need to update board member contact information and current events on the website.

RECREATION AND ENTERTAINMENT

Bryan Osborne thanked Daniel and Aspen Sykes for the Summer Kick Off party. Also, he thanked everyone that helped with the pancake breakfast Memorial Day weekend, the net profit was \$1,750 and will be used towards the End of Summer party. The new WV swag is in, so come to the clubhouse trading post and get some WV items. A cornhole tournament is scheduled for Saturday, June 17th, 6 PM at the marina picnic area. There will be a beer garden. Bryan is planning a Glow in the Dark Bingo. He needs volunteers to help with the End of Summer party on October 14th. There will be a live band, DJ, beer garden, and food court. We will have wrist bands for the party to prevent underage drinking. Karen Summitt suggested we could sell cups, but the Board felt like wristbands are a better solution.

STRATEGIC PLANNING COMMITTEE

Karen Summitt advised there have been no updates from the committees. She went through the list of new committees. Dee Adcox-Kimberlain advised the Finance Committee has not met yet. Karen advised the Policy Committee has met and is working on policy development. Sue Steeber advised the Marina & Beach Committee has met, discussed the items on the list and taken action:

- A. Clean up the marina beach so it's useable. Sue has 3 quotes for weed removal, \$700 from Top Notch Weed Removal; \$1,200 from R&P Services; \$3,000 from Muy Loco landscaping. **Motion to Approve** \$1,200 for R&P Services was made by Andrea Pewsey, 2nd by Bob Slater, and carried.
- B. Shade for picnic area. Quotes were already approved in February from USA Shade for the existing structure. Mike Wilke has been trying to get them scheduled but they have been unresponsive. He will follow up. Chris Elvert advised the quote to replace the 2nd structure was between \$10-15K and would like to get other bids. The previous paperwork from USA Shade is lost in the office somewhere and they are looking for it.
- C. BBQ grill. Complete. Thank you Bryan Osborne.
- D. Shower in Marina. Complete. Thank you to Mark Colebrook, Leonard Lanhan, Bubba Pewsey, John Kingham, and Mike Wilke for donating your time, labor and materials.
- E. Gate repairs. Complete.
- F. Bathroom on beach. Andrea had a quote for a nicer, larger porta-potty with a sink we could purchase and still have the septic company come and maintain it. \$1,358.26. **Motion to Approve** \$1,400 to purchase our own larger porta-potty was made by Sue Steeber, 2nd by Andrea Pewsey, and carried.
- G. Shade for beach gate. There is an EZ-Up there when the gate is manned. We feel a permanent structure is not needed. N/A.
- H. Automatic gate for beach entrance. Chris Elvert has called Hazelwood for a quote to see what it would take to do this. It will be expensive and if the community wants to move forward, it would be pushed out a couple of years due to other higher priority projects.
- I. More parking. More beach parking is almost complete, in process now.
- J. Access on holidays. The committee does not know what this means. Nobody present at the meeting knows what this means. N/A.
- K. Handicap access in the marina. Mike has read the ADA rules and as a private club we are not required to have it. N/A.

- L. Clean up the jet ski ramp beach. The reeds growing to the south are in the water and we cannot cut them. Also, when the water is up there is no beach. In addition, there is a sign posted that the area is not to be used for day camping. N/A.

Karen Summitt advised the Technology Committee has met and she presented a written proposal from TSWF. She discussed approving Phase 1 of their proposal which allows free Wi-Fi for the clubhouse and marina. The proposal covered installation, mounting, and other items that might not be included. There was discussion about StarLink Satellite but they're very expensive. Motion to Approve TSWF Phase 1 was made by Sue Steeber, 2nd by Chris Elvert, vote was 5 in favor, 5 opposed. Motion failed. Andrea stated there's more to discuss, more research on the permits, we need a formal contract, and clarity for Phase 1,2, &3. Tabled.

The Infrastructure Committee (Launch Ramp), Caretaker Residence Committee, and Bylaws Committee are separate agenda items and will be discussed later in the meeting. There was no report from the Clubhouse Committee, Marketing Committee, and Non-Dues Revenue Committee.

LAUNCH RAMP COMMITTEE

Bob McMahon reported that he and Chris Young met with Stewart Concrete and discussed temporary and long-term solutions for the marina launch ramp. A temporary solution could be steel shaker plates that they could install and remove later on. They are concerned about installing the plates during the time banned by US Fish & Wildlife until July 1st, but they feel like the steel shaker plates are a good temporary solution. Chris Elvert asked to get quotes from them. We will stay in compliance with the current permit and review the biological report and permit again to make sure. Bob and Chris Y will get quotes for the plates and for the reconstruction of the ramp proposed for the Fall of this year. A member discussed another possible solution called Marston Matting, used in marshes and on beaches. Information and pictures on this were given to the BOD. We would need to find someone to install them. Bob McMahon and Chris Young will bring the quotes from Stewart Concrete for discussion as soon as possible.

ARTICLES OF INCORPORATION COMMITTEE

Articles of Incorporation and Bylaws final drafts: Bob McMahon presented a cover letter, bullet points outlining the updates to the Bylaws and Articles of Incorporation, and a sample ballot. Please email any corrections to Bob McMahon. Once these are agreed upon, Bob will send to the attorney for final review. The mass mailing to the community will consist of these 3 pages. The cover letter has instructions on how to read the Bylaws and Articles online. We will post information about this important vote online, on Facebook, and make robo calls for awareness. This effort will be defensible in court, if we need judicial intervention. Chris Elvert believes we will not get 85% of the members to vote, but we will do our best to get the word out to all members that their vote is very important.

OLD BUSINESS

- A. **Tri-State WIFI Projected Timeline.** Discussed above.

NEW BUSINESS

- A. **Trailer Damage.** Mark Aery advised SLS Construction has given a bid for repair of the caretaker residence. We have received a value of \$18,000 so far from our insurance company for estimated repairs, but they have greatly depreciated the value of the newly renovated trailer. SLS Construction went to the County to file for permits and their information is outdated and incorrect. Permits are needed for the frame welding. The County asked him to prepare a site map. He stopped at that point because he believes this will cause a huge problem with our current buildings in the marina. He found discrepancies with measurements, and we believe the carport may not have been permitted originally. SLS also has flood control paperwork. Chris Elvert asked to get bids ASAP, SLS Construction said approximately \$23,000 and will submit his bid in writing. Mark Aery said he will call Redmond Construction this week for another bid.
- B. **Boat Ramp Jetty Embankment.** A member brought up concern with the embankment eroding in the marina. We need an Engineer to evaluate this issue.

- C. **Palapas on Club Beach.** New thatching on the existing palapas will be installed on July 10th, the beach will need to be closed from 4AM to 11AM. In response to the community asking for more shade on the beach, Bryan got a quote of \$8,000 for two new 12' palapas. **Motion to Approve** was made by Chris Elvert, 2nd, Dee Adcox-Kimberlain and Karen Summitt opposed, Motion passed 10-2.
- D. **Summer's Point.** Summer's Point has been relocated to the Club Beach and the Board asks the community to please watch your children and respect the area. Please do not allow any throwing of rocks or displacement of anything there at the site. We would like to pour some concrete at the site and place some hard packed rocks. **Motion to Approve** \$800 for concrete and rocks was made by Chris Elvert, 2nd, and carried.

The next regular meeting will be held Saturday, July 8th, 2023, at 9:00 AM.

Meeting Adjourned: 10:35 AM.