

Minutes BOD May 6, 2021

Attendees: Michael Liskiewicz, Russell Glerrum, Linda Lumpkin, Barb Maksimowicz (by phone)

Absent: Susan Piper, Bill Mullins, Bruce Piper

Guests: None

Meeting brought to order @ 7 PM

1. President to propose final approval on April BOD meetings minutes (attached). **Final sent to Bill Mullins, 5/20/21 for posting on web site.**
2. President report – Nothing to report
3. VP membership report: (absent – input submitted through email 5/5/2021):

125 members paid, 20 new members

Membership Drive still planned for clubhouse on Sunday, May 23, 2-4 PM. Golf cart inspections will also be available. Email Blast to be sent this weekend.

Holly Vista Drive Extension: I spoke to the Member residing at the waterfront end of Holly Vista Drive. She indicated that they have no issues or concerns with the status quo but would be willing to take over lawn maintenance on the lot in exchange for an agreement to have exclusive use of the extension. She also provided the attached plat for their lot. Note that their lot includes a good section of the paved part of the end of Holly Vista. This is where the Member's boat is currently parked (slight intrusion on PWSCC property). (Plat copy attached below). **BOD decided to keep the status quo. A document of understanding should be drawn up and sent and signed by both BOD and homeowners and kept on file at the PWSCC.**

My recommendation is that the Board continues with the status quo. The grounds maintenance bill will not be significantly reduced by turning over the property and maintenance to the Member. However, the Board may incur general membership dissatisfaction by giving a single member exclusive use of the extension property. No one has presented a concern for the use of the property at this point and I don't think it is in the interest of the community to create an issue where none exists.

As a side note, the Member indicated that the culverts under the extension are failing and may be in danger of collapsing at some point. This may be a VDOT issue. I will investigate further. **Russell agreed to look at and work with Bill to determine what should be done.**

4. Treasurer report: (absent)
5. Finance report – budget 21-22. **Numbers were discussed by phone with Barb. She will have a copy to us this coming week for review before the June meeting. Copies of the budget to be distributed at the June membership meeting.**
6. Building & Grounds report: (input submitted through email 5/5/2021)
PWSCC B&G Budget Input

Building and Grounds

Grounds Maintenance

Grass cutting and trash contract (2021).	\$4200
Other grounds maintenance.	\$. 800
Utilities Clubhouse	\$ 3000
Clubhouse Supplies	\$ 500
Clubhouse Maintenance and Repairs.	\$ 1000
Beach Maintenance (Raking etc.)	\$ 1500
Other Beach Maintenance	\$ 500
Beach Access Improvements	\$ 1000
Total Building and Ground	\$ 12,500

BOD wants \$250.00 added to B&G budget for 2021-2022 to cover costing of 'parking lot' taxes where trailers are parked when using ramp which would bring total to \$12,750.00 for coming year.

(Following also submitted in email sent 5/5/2021):

Registered Agent - Since I will not be on the board after June Annual meeting, I will no longer be able to serve as the Registered Agent. The SCC Annual Report will need to be submitted in July, so someone else will have to assume the Registered Agent duties before then. The form can be done on line or hard copy, a blank one was mailed to me last year. I will provide my files and any correspondence I receive to that person. The Registered Agent can be changed on line. **Michael has agreed to take over this duty. Bruce needs to get with Michael to discuss how this duty is handled.**

Beach Raking/Dragging - I will ask Matt Hall to rake/drag beach before Memorial Day weekend. Does the board want me at this time to schedule him for July 4th and Labor Day as well? **YES, please get him to drag the beach.**

He normally gets \$400 a time but was hoping if we ask him to do it 3 times maybe we can get him down to \$1000 for all 3. **Yes, fine.**

Or do you want to leave to July 4 and Labor Day for my replacement to take care of? **No.**

Trash can holder at Marina - I had indicated earlier in the year that I would build an elevated rack for 2 trash cans at marina. (Elevated to keep cans from tipping over when water gets high and with sides to keep cans from tipping over in wind. With current lumber prices, it appears this would run just under \$200. Does the board want me to proceed with this project before my tenure on board is over? If not it is recommended the cans be chained to the sign post down there. **Yes, please proceed.**

7. Community Action report (vacant position-no report)

8. Entertainment report (vacant position-no report)

9. Dock Master Report:

- **Has the keys**
- **Power washed the pier (photos attached with paper copy of minutes)**
- **Next year: replacing finger piers – should be about \$40.00 per pier.**
- **Slip fees need to go up: line item for voting at June membership meeting. Figures need to be done and sent out to BOD BEFORE June meeting so they can be approved to submit to membership!**
- **Fish cleaning station – need a stainless steel sink – OK to get is included in current budget.**

- Slips 22, 24, 26 are not useable. Wants to get Bowie to make these unusable slips into useable slips and submit to VMRC. BOD says yes does it.
-

OLD BUSINESS: (for closeout)

Picnic tables - ongoing

NEW BUSINESS:

JUNE Membership planning: who will work front entrance? – **Bill Mullins**

Postings to website and @ clubhouse entrance and yellow boards +
Facebook

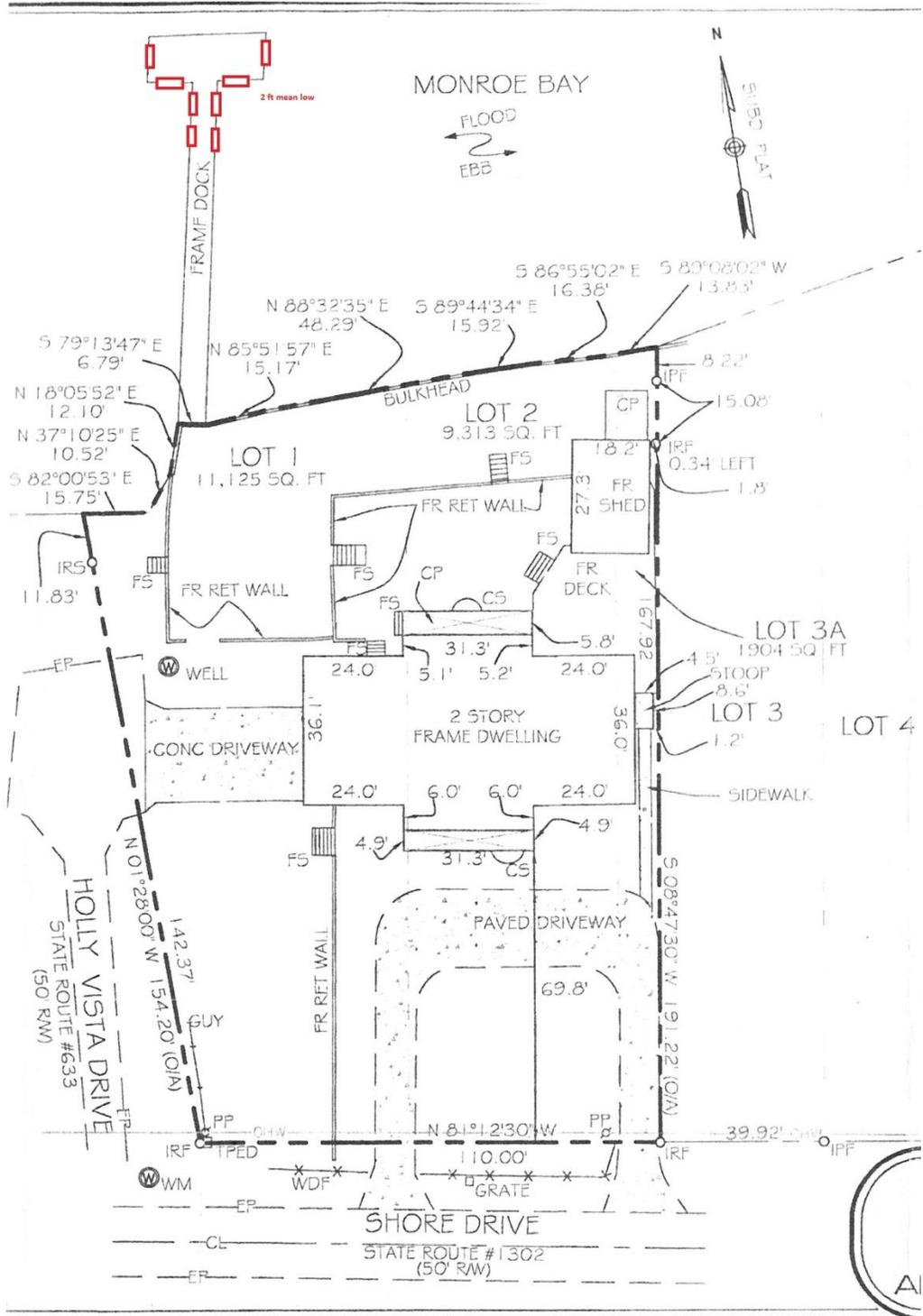
Copies of budget need to be done to hand out

Susan needs to provide all treasurer report files on a flash drive. Plus what version of Quick Books is she using?

Yellow boards need to be set up by May 23. At clubhouse and road entrances (Holly Vista and Wakefield)

Meeting adjourned @: 7:45PM

NEXT MEETING IS: June 5 - Annual Membership meeting @ 10 AM – please get there a bit early to help with setup.



Minutes BOD April 14, 2021 - approved

Attendees: Mike Liskiewicz, Bruce Piper, Susan Piper, Russell Glerrum, Bill Mullins,
Linda Lumpkin

Absent: Barb Maksimowicz

Guest: None

NEXT MEETING: May 6 VICE May 12. ALL BOD members must attend. June annual membership meeting planning.

Meeting brought to order @ 7:03 PM

1. Minutes of the March BOD meeting were approved. (Motion Bill Mullins; 2nd Susan Piper – unanimous by BOD.)
2. President report: Nothing much – there is a 26 June clubhouse rental.
3. VP membership report:
 - a. Currently at a 109; 14 new applications
 - b. 23 May is next membership drive and golf cart inspection vice 23 April. Time runs 2-4 pm
4. Treasurer report:
 - a. March treasurer's report attached
 - b. PWSCC 2020 budget 1/1/2021 – 12/31/21 attached. Used as heads up submission for 21/22 budget at June meeting.
 - c. Susan also reported the following from email sent to BOD on April 5, 2021:

“**At the last meeting, I picked up the wrong checking account balance for my report. The actual balance was about \$8,000 less. Sorry for the error....looked at the wrong column! I transferred \$10,000 from checking to the savings account as we voted on and as of 4/5 the checking account balance is \$22,628.11 and the savings account balance is \$26,182.31.

**James Miller, 465 Shore Drive, has given us a 2nd bad check. I didn't repost it but went to his bank and was told there was not enough to cover the \$102 check. I sent another letter today telling him he would not be issued a membership card or a new key until this was paid by money order or cash. So if he comes to any of you, please don't take a check from him or issue him a key.

**Finally, after 2 years as Treasurer I have decided I will not be returning for a 3rd year on the Board.”

5. Finance report:
 - a. Mike Liskiewicz will let Barb Maksimowicz know we have changed the May 12 BOD meeting to May 6 and she will need to have a draft budget submission by then.
6. Building and Grounds report:
 - a. Grass cutting is underway.
 - b. Alicia Woods (lives at end of Holly Vista and Shore Drive) wants to rent the lot that belongs to PWSACC (the easement). Bill Mullins will take this on and send a 'term specific' letter from the BOD.
 - c. Reiterated Sunday 23rd is next golf cart inspection (Member cost: \$10.00; Non-Member cost: \$15.00)
 - d. I will not be returning as a BOD member next year.
7. Dock Master report:
 - a. Six (6) electrical outlets left to fix.
 - b. The old porta potty has been cut up and taken to the dump.
 - c. New porta john has been delivered. It will be cleaned and sanitized every Tuesday.
 - d. We do not need a pump out agreement with Colonial Beach Yacht Center as they are a PUBLIC utility that charges \$5.00 for each pump out.
 - e. Water repairs: 3 bibs and hose done this year; 6 were done 2020. Bibs 2.3. and 10 are old and will need replacing in the next year or so. Makes a total of 12 replacements.
 - f. Power washed and stained the deck up to the gate; painted gate and made a new plate to hold the gate lock.
 - g. Added life ring and bench to end of dock. This is a selling point for membership.
 - h. A member contacted me about slip for paddle boat and kayak but she had not truck to haul the boat and kayak over. So, a kayak storage rack has been purchased and member can rent and store kayak at the dock for \$5.00 a year. Rack holds six kayaks. Paddle boat storage? Not sure. This is also a selling point for membership.
 - i. There are still 4 "un-rentable" slips that need to be figured out into rentable slips.
 - j. Bill Leapley, Al Hall wanted to install boat lift. In the 4 currently non-rentable slips. We would convert 4 slips to 3 which would give us 2 slips with lifts and one large slip.
 - k. I was going to do a request for 2 lifts and repair because all the slips need done at the same time. The pile driver machine is 40-foot wide so he needs space to do the work. This is ongoing.
(Pictures of work done at the dock are included with printed out minutes)

Old Business: None

New Business:

Bill Mullins submitted budget items for membership drive and web hosting:

Postage for membership applications and key cards: \$220

Printing services: \$90

Folder for applications: \$7

Envelopes: \$15

Wix website hosting: \$276

Domain name registration: \$40 for three years

Misc: \$100 Includes ordering new membership cards every three years)

Total: \$750

Meeting adjourned: 8:05 PM