

June 24, 2026 PWSCC Board of Directors Meeting

Attendees: Elaine Corales, Dawn Jenkins, Keith Dickerson, Mary Rinker, Cindy Aclan, Tondrille Sturgis, Ashley Gilbert, Terry Ramsey, Ken Randall

Meeting brought to order by Elaine Corales at 6:05 PM.

Directors voted for the following Officers:

Dawn Jenkins - Vice President

Mary Rinker - Secretary

Keith Dickerson - Treasurer

Terry Ramsey - Finance

Ken Randall - DockMaster

Tondrille Sturgis -Entertainment

Cindy Aclan - Community Action Director

Ashley Gilbert Building and Grounds

Elaine Corales President

Elaine wants to focus Configuration Management this year.

Terry Ramsey and Keith Dickerson will work together on a budget and last years audit.

Mary will be the recordkeeper including membership. She will be verifying members before handing out keys. If someone is on a lease, we need proof of this. Elaine presented updated forms for membership, boat slips and ramp keys, and clubhouse rentals.

Action Item: Elaine will add Venmo and Cash App to all applications. The new Boat Slip application starts 4/1/2027.

Ashley Gilbert reported that new cat walks are needed but that a permit is required from Marine Resource. There are 8 boat lifts and we now have 7 rented.

Action Item: Ken Randall will contact Marine Resources to apply for the permit needed for the boat lifts

Action Item: Ken Randall will apply for the abandonment licence for slip 35 so that we remove that boat and rent the slip.

Elaine suggested that she be the POINT OF CONTACT with the lawyer in order to keep the costs of input to the lawyer down.

Directors voted for President (Elaine) to be POC for the lawyer. Directors voted unanimously Yes. **Result: Elaine is POC for the lawyer.**

Dawn Jenkins went to the Courthouse Treasurer's office and found out that there were No Taxes on the Clubhouse because of our status as a Non-Profit. There was a No Show on the ramp and beach at the Holly Vista entrance.

Keith Dickerson- Treasurer reported that we had a returned check. This person will be added to the "No Rent List" for the Clubhouse. He emailed the renter and found that the account had been closed.

Keith opened 2 debit card accounts for use with the Building and Grounds Director and the DockMaster. The amounts on the debit cards \$300. More can be added if required, within budget or agreed upon by directors.

Budget Update:

As of the date of this report, the Association's financial accounts reflect the following balances:

Account Balance:

Checking Account- \$6,669.92

Savings Account|- \$10,002.46

Certificate of Deposit (CD)- \$5,000.00

Total Funds Available \$21,672.38

One of our ongoing goals is to better identify and track revenue sources to ensure that annual operational expenses are adequately supported. Historically, revenues and expenses were paid from the general fund without clearly identifying which programs generated the income supporting those costs.

We have begun separating and tracking revenue generated from:

- Clubhouse Rentals
- Dock Slips and Ramp Keys
- Memberships

This effort will provide the Board with a clearer understanding of which programs are supporting our annual operating expenses, including utilities, maintenance, insurance, and other recurring costs.

Utilities and Operating Expenses:

The Association remains financially stable; however, we should continue to monitor utility expenses, particularly the electric bill, and remain mindful of opportunities to reduce unnecessary costs while maintaining services and facilities.

Clubhouse Operations:

Clubhouse rental activity remains positive. To improve convenience and streamline collections, the Association continues to accept payments through:

- Venmo
- Cash App
- Traditional payment methods

The implementation of these payment options has been successful and has improved the rental payment process for members and renters.

Cindy Aclan- Community Action Director met with the Game Warden last night (6/24) at the Neighborhood Watch meeting in the Clubhouse. They talked about the duckblind that is close to the resident areas. The renter has moved but the duckblind can stay until August 15. The next Neighborhood Watch meeting will be in September. The topic will feature the Sex Offender Officer. This will not be posted on Facebook.

Tondrille Sturgis as Entertainment Director stated that the Yard Sale is coming up. There is also a rain date that can be used for an additional community yard sale. She also thought we should come up with ideas for fund raising.

Ashley Gilbert - Building & Grounds will do the clean up after the 4th of July.

New Business:

Action Item: EC-Change code to clubhouse and office.

Action Item: EC-Add Venmo and CashApp to application

Action Item: KR- Will get more info on Fobs

Meeting adjourned at 7:58 PM called by Elaine and seconded by Dawn.

Mary H. Rinker