

Peaceful Valley Country Club Board of Directors
January 16th, 2018 Meeting Minutes

[Meeting called to order at 1900]

Board members in attendance: *Richard Whitson, Rebecca Cayen and Todd Schaefer are present.*

Additions deletions or changes: Request to add two business transaction topics, decided that these items will be addressed in homeowner's forum.

- *Point of order 1903-* for a homeowner to add to the agenda they need to put their request into writing, and as long as it is a business transaction.
 - *Response:* PVCC Bylaws supersede Robert's Rules, leaving it to the Board's discretion whether to add something to the agenda.

Minutes from December 19th, 2017: *Read and approved, unanimously.*

Treasurers Report: *Read*

Managers Report: *Read, building openings/closings discussed*

Old Business:

- *Security Camera: Update-* supplies are on order, once the supplies arrive installation will be scheduled.
- *Window Damage: Update-* Kelly is pricing out window replacements, more at the next meeting.
- *Manhole Covers-* Who is responsible for the manhole covers in Peaceful Valley, R. Whitson agreed to research.

New Business:

- *Discuss 2018 Projects-*
 - *Final draft of Bylaws to mail out*
 - *Road Repair Fee for non-PVCC home owners*
 - *Age Receivables Report/Lien Update*
 - *Snow Plow: T. Schaefer will be the point-of-contact to make the call of when to have PVCC roads plowed.*
 - *Resolutions: Created to clarify the bylaws*
 - *Road Repairs: Sprague specifically*
- *East Whatcom Community Meal: Choose a month-* After some discussion, it is decided that PVCC will host a community meal in July 2018
- *Review late fee removal requests-*
 - *1st was approved, motion made by R.Whitson, seconded by R.Cayen, approved unanimously.*
 - *2nd was discussed and tabled pending clarification per point-of-order re: payment agreements and liens.*
- *Tree Removal Quote, future procedure discussion-* R.Cayen motions to approve tree removal quote, R.Whitson seconds, approved unanimously. Future procedure was discussed, extra wood will be posted to the website: "Would you like to be added to a list for firewood?" as long as it would not encourage trespassing, first come first serve. Discussion was had regarding pre-meeting bid approval for future tree removal.
 - R. Cayen offered to write a resolution regarding pre-meeting bid approval including procedure and a threshold.
- *Complaints x2-* Both Trailer parked inappropriately and Eyesore property were discussed. Further discussion on neglected properties was had- board determined a Spring Clean Up event would help

to solve this issue.

- *Park District Meeting (Added at 1921 with board approval)*- Columbia Valley Parks and Recreation District is asking for a meeting place for one year, to meet at the PVCC building once a month for the next 11 months. (Second Thursday @ 5PM, one hour, R. Whitson will open/close). *R. Cayen moves to approve use of the PVCC building by the Columbia Valley Parks and Recreation District, T. Schaefer seconds, R. Whitson abstains; motion passes 2 yeases -1 abstention.*

Homeowner's Forum:

- Two topics were brought to attention by a homeowner, for further action by the board:
 - The first was regarding the follow-up of a complaint: the failure of chickens to be removed despite PVCC letter and concern regarding the lawfulness of a meeting held between two board members and the husband of a homeowner was brought in to question.
 - The second topic was to bring in to question the validation of a board decision from June 2017 regarding board member compensation.

Executive Session: unnecessary

[Meeting to close at 2017]

Approval on: 2-20-18

Approved by: *R. Whitson*
& *Rebecca Cayen*

Peaceful Valley Country Club Board of Directors
February 20th, 2018 Meeting Minutes

[Meeting called to order at 1900]

Board members in attendance: *Richard Whitson, Rebecca Cayen and Todd Schaefer are present.*

Additions, deletions or changes: none.

Minutes from January 16th, 2018: *Read and approved, unanimously.*

Treasurers Report: *Read*

Managers Report: *Read*

Old Business:

- Security Camera: Update- Waiting for a back-ordered wire, then will be scheduled for immediate installment, R. Whitson agrees to be on-call if the installation extends beyond
- Window Damage: Update- Three estimates, one happening in the following week to verify estimate.
- Manhole Covers: Update- no current update.

New Business:

- July Community Meal (set for Tuesday, July 3rd) Menu- Discussion was had about number of turn outs, and past meals and it was decided that a meal of hotdogs, chips and popsicles would make sense, the number and purchase to be decided at a later date.
- Clubhouse Renovations Discussion- R. Cayen discussed pricing out renovation ideas for the pool room to bring to the annual meeting to get that renovation up and running. Suggestions can be made by emailing R. Cayen or the Peaceful Valley office.
- Continuing the Greenbelt Conversation- Discussion was had about continuing to address the issue of encroachment on the greenbelts. R. Cayen said she was willing to walk through the greenbelts, to record any issues, to be addressed at a later date.
- Newsletter: What to add to it?- K. Vogel opened the discussion about a June Newsletter- or an earlier Newsletter to accompany the (ideas presented were: Spring Cleaning event, blurb about sending in ideas for the clubhouse renovation.) This led to a discussion for the Spring Cleaning event.
- Discuss: Lost & found- R. Cayen opened discussion about having a Lost and Found in the PVCC Office. It was determined to add it to the website, for minimal use, turning valuable items into the Sheriff.
- Discuss: Lock Box- R. Whitson opened discussion into a lock box for regularly occurring events at the Peaceful Valley Clubhouse. After discussion it was decided to instal a lock box, until a time when the building can be remotely accessed with an updated security system.
- Address Complaints- complaints were discussed. One was determined to be unfounded, the second R. Whitson and T. Schaefer agreed to inspect the claim, and the third, regarding a request for gasoline reimbursement) was discussed extensively and *T. Schaefer moved to reject the request for full payment detailed in the third complaint, R. Cayen seconded the motion, the motion passed unanimously.*

Homeowner's Forum:

- Topics brought to the boards attention were:
 - Possible theft of blueberry bushes.
 - Question regarding access for the regular event.

Peaceful Valley Country Club Board of Directors
March 20th, 2018 Meeting Minutes

[Meeting called to order at 1900]

Board members in attendance: *Richard Whitson, Rebecca Cayen and Todd Schaefer are present.*

Additions, deletions or changes: Resolutions added to new business

Minutes from February 20th, 2018: *R. Cayen motions to table until March, for correction; R. Whitson seconds, motion passes unanimously*

Treasurers Report: *Read and approved*

Managers Report: *Read and approved: Office closures announced: May 20th-28th & June 8th (accidentally announced as June 7th)*

Old Business:

- Security Camera: Update- Cameras installed, quote for having the PVCC building alarm switched over to ADT vs. Guardian is in the works.
- Window Damage: Decision- An idea was brought to the board to replace the entire sliding glass door in the office, vs. just the pane of broken glass in order to save on money now and heating efficiency in the future. The decision is on window repair is tabled in favor of cost estimates for replacing the entire door.
- Road Repairs: R. Cayen is working on getting cost estimates, and doing research into past repairs and costs. K. Vogel found the reserve study, which detailed road repair over a span of 11 years, she will forward to R. Cayen for information. WRS, Granite Construction and Whatcom Builders could price an overlay.

New Business:

- Stanchions & Chain/Rope: K. Vogel proposed the idea of adding stanchions around the parking areas to deter people driving up on to the grass surrounding the building. R. Cayen added on to the idea of dividing up the lower parking lot. K. Vogel will look up stanchion costs to surround the parking lot.
- Discuss off of free appliance hauling for Spring Cleaning event and/or newsletter: A local man, Jerry Burns, emailed Peaceful Valley to offer his free pick-up services. Appliance Depot has a free pick up for the 2nd week of April and the 2nd week of May, and they are willing to do it for our Spring Cleaning Event as well, Jerry Burns will be as a support for people who cannot make it to the PVCC event.
 - Discussion was had about the date of the clean up, the final decision was tabled for now.
 - K. Vogel will call Nooksack Valley Disposal for dumpster rental. R. Cayen called SSC.
- Complaints were addressed:
 - One about dumping with an underlying property dispute. R. Whitson will follow up.
- Resolutions: Resolutions need to be added to clarify the interpretation of bylaws. Ie. How to move the 7% into the Road Fund, wood removal, etc. Board members can write up drafts to be discussed and possibly passed. k. Vogel will send R. Cayen an example.

Homeowner's Forum:

- Topics brought to the boards attention were:
 - Questions regarding where ice melt was distributed.
 - Suggestion was made about doing the road repairs in multiple stages

**Peaceful Valley Country Club Board of Directors
April 17th, 2018 Meeting Minutes**

[Meeting called to order at 1902]

Board members in attendance: *Richard Whitson and Rebecca Cayen.*

Additions, deletions or changes: Street signs & road updates

1904- Point of order called regarding quorum, 5 members are possible, 3 seated, 2 is quorum.

Minutes from February 20th and March 20th, 2018: Both approved unanimously

Treasurers Report: *Read and approved*

Managers Report: *Read and approved, Flair Valley clearing happening.*

Old Business:

- Window Update & final decision: The office door could be replaced by extra door in storage, R. Cayen motions to replace the picture window with Glass Guru, R. Whitson seconds. Motion carries unanimously.
- Clean-up Event: Date & detail update: Possible dates: July 7th/8th or August 18th/19th. R.Cayen will look into appliance, electronic and recycling pick up. K. Vogel will look into costs of dumpsters. Discussion was had about opening the event up to all residents (including renters), proven by proof of residence.
- Recreation Space Renovation Update: R. Cayen is trying to get a hold of contractors to give estimates.
- Road Update: Friday the 20th, a contractor is coming out for an estimate. *Suggestion was made to use smaller gravel.

New Business:

- Clubhouse Driveway: The cost of re-grating the clubhouse entrance road will be looked in to.
- Asphalt/ Road Patch Pallet: purchase to save money? R.Cayen motioned ot approved the purchase of a pallet of asphalt patch supplies totaling \$732.37 for 54 bags, R. Whitson seconds. Motion passes unanimously.
- Fireworks: Discussion was had regarding enforcing the rule against fireworks. Large sandwich boards will be displayed at both entrances as early as June to state that fines will be received, and that the signs are the only warning residents will get.
- Street Signs: Flair Valley stop sign was replaced, Dorn needs to trim branches away from others.
- Review: Late-fee removal request [After review of 851/1941 proposal, R.Cayen motioned to approve the late-fee removal request, R. Whitson seconded the motion passed unanimously.]
 - 218-1 delinquent account [discussion was had regarding the account, R.Cayen motioned to approve the settlement of \$1,500 to remove the lien against 218-1, R. Whitson seconds. Motion passes unanimously.]
- Community Meal Menu: Discussion was had around changing the menu from hotdogs to something else. Bring ideas to the May meeting.

Homeowner's Forum:

- A plea was made for fireworks to be allowed.

[Meeting to close at 1945]

Approved by:

Rebecca Cayen
& Richard Whitson

Approved on:

05/15/18

Peaceful Valley Country Club Board of Directors
May 15th, 2018 Meeting Minutes

[Meeting called to order at 1902]

Board members in attendance: *Richard Whitson and Rebecca Cayen.*

Additions, deletions or changes: *tennis court (old),*

Minutes from April 17th, 2018: *Minutes approved, RW motions, RC seconds, passes unanimously*

Treasurers Report: *Read and approved*

Managers Report: *Read and approved, payment plans discussed and approved.*

Old Business:

- **Clean-up Event:** Dumpster prices were shared, Nooksack Valley Disposal will be used. Lengthy discussion was had around the logistics of the event:
 - volunteers are needed
 - as much recycling will be available as possible: furniture, clothes, appliances
 - pick-up assistance for larger items with waver
 - First come, first serve
 - including all members, renters and owners
 - A small group of residents agreed to form a planning committee: T. Ireland, P. Cloward and R.Cayen will meet to discuss and plan before June 1st.
 - Suggested: Grant program to help out with troubled lots.
- **Recreation Space Renovation Update:** Contractor came out (Kelly Zender) recommended getting an inspection. R. Cayen got inspection quotes ranging from 500-750. *R. Cayen motions to pay for building inspection not to exceed \$750 for the derelict section of the building to see the viability of a renovation. R. Whitson seconds, passed unanimously.*
- **Road Update:** Received one quote for a 2-inch overlay, but would like to pursue more to bring as much information to the public as possible. WRS and Whatcom Builders were suggested.
 - Road Usage Fee: Gray and Osborne will give a recommendation.
 - Re-grating the driveway: Lakeside Industries was going to quote that as well.
 - Potholes missed: West Entrance, R. Whitson will talk to B. Dorn regarding amount road repair supplies.
- **Set meal for Community Meal:** Discussion was had, the meal is set as: BBQ chicken, potato salad, baked beans, watermelon and popsicles, to be approved at the June Community Meals committee meeting.
- **Tennis Court:** K. Vogel will give the ultimatum of "the tennis court must be repaired by the end of June or else it will be fixed and the bill will be sent to you."

New Business:

- **Review newsletter:** Front: clean-up and community meal, Back: no fireworks, no speeding, no roosters. Request for volunteers will be added.
- **Review topic: Entrance at Balfour:** Developer has drawn up plans and had them approved by the county for re-doing the Balfour Entrance of Peaceful Valley. County will not force us in to following their plans, PVCC will possibly follow-up with the attorney. No action will be taken until further review.
- **Review topic: Lawyer Interpretation of Board:** In March it was brought to the board's attention

that T. Schaefer was not actually a titled owner of his Peaceful Valley lots. The board brought this information and the by-law rules around Board Member requirements to the attorney, his recommendation was that he should step down. There are remedies that can and will be pursued.

Homeowner's Forum:

- A suggestion for board activity and next-steps in a current, and reviewed, complaint dispute was made.
- Information was offered regarding an existing easement along Peaceful valley property that PSE may be unaware of; this is regarding the PSE proposal for a free-use easement on Peaceful Valley property to move their power-poles.

Executive Session: N/A

[Meeting to close at 2003]

Approved by: Rebecca Cayen
& Paul J. Mitt

Approved on: 7-17-18

Peaceful Valley Country Club Board of Directors
June 19th, 2018 Meeting Minutes

[Meeting called to order at 1904]

Board members in attendance: *Richard Whitson and Rebecca Cayen.*

Additions, deletions or changes: *Balfour moved to before old business to accommodate visitors*

Minutes from May 15th, 2018: **tabled for correction**

Treasurers Report: *Read and approved*

Managers Report: *Read and approved*

Balfour- Entrance to Division 2A: Brief discussion was had about expanding the entrance to Division 2A and repave the roads all at the cost of and to be maintained in the future by Balfour Valley, LLC. Nothing was decided, Balfour Valley presented a "Maintenance Covenant Agreement," which Peaceful Valley agrees to in principal, it will be looked over by both parties and made official at a later date.

Old Business:

- PSE- update: Proposal from PSE for an easement allowing them to move the power poles to the opposite side of the road in still in the negotiating stage, awaiting updated numbers for lumber costs.
- Clean-up Event: Event is first come, first serve for 4hrs on Aug. 18th There will be security on site to prevent illegal dumping. There is a Volunteer meeting for the event on June 25th at 6PM.
- Community Meal: Planned for Tues July 3rd, 6:30-8PM. Menu is BBQ chicken, potato salad, baked beans, coleslaw and watermelon.
- Inspection Report- update: The inspector did the whole building, the building is structurally sound, there are a few items to be repaired but over-all good. Official report to come shortly.

New Business:

- Vandalism- determine actions and deadline: If the board doesn't hear from them by Friday June 22nd, we will go ahead with repairs and bill from there.
- Fireworks warning signage: A-frame signs will be posted at the entrances of Peaceful Valley, a board member will be patrolling and taking down offending addresses. The newsletter and A-frames will act as a warning in this matter.
- Tennis Court Authorization to fix and bill: Approved for Peaceful Valley to fix it and bill the gentleman who damaged them.
- Roosters: Two attempts have been made to catch the three abandoned roosters, they will continue to try. K. Vogel will call regarding rooster removal at the Clear Valley home discussed.

Homeowner's Forum:

- On Sprague Valley there are branches hanging into the road. They will be removed this week.
- Can the parking lot be used as overflow parking for the Summer Festival event held at the EWRRRC.
- It was requested to also have a slip and slide on PVCC property but there are issues with possible liabilities.

[Meeting to close at 1932]

Approved by:



& 

Approved on:

7/17/18

Peaceful Valley Country Club Board of Directors
July 17th, 2018 Meeting Minutes

[Meeting called to order at 1903]

Board members in attendance: *Richard Whitson and Rebecca Cayen.*

Additions, deletions or changes: *N/A*

Minutes from May 15th, 2018: *approved* **Minutes from June 19th:** *approved with minor edit*

Treasurers Report: *Read and approved*

Managers Report: *Read and approved, community meal outcome shared: it was stated by attendees that it was the best meal offered by the community meal program thus far, 10 volunteers and 84 attendees.*

Old Business

- PSE- update: Our response to the conditions of the agreement have been sent to and re-written by the lawyer. PSE came out and staked the easement boundaries, Phil Cloward is running the numbers on lumber costs. Negotiations will continue.
- Clean-up Event: All reservations have been made for Aug. 18th 12-4PM, and the event has been registered with Value Village for reimbursement for donated items such as clothing and books. Event is listed on the website, the flyer is to be added to the website as well as nextdoor.com, specifying that it is for Peaceful Valley residents only.
- Community Meal Outcome: covered in Manager's Report
- Fireworks: R. Cayen spent 5 hours driving around Peaceful valley and handing out fines. The majority was respectful and apologetic, with a few exceptions. In reviewing the rules and bylaws regarding fines, a resolution needs to be made to rectify the 30-day rule of fining as well as the firework fine being "per occurrence".
- Address Old Complaint: (267-1) The board has been in contact with the homeowner involved, and there are extenuating circumstances that they have deemed appropriate to extend the time allowance of the existing removal agreement, items were to be removed by June 30th. The complainant expressed their non-agreement with the board's decision.

New Business

- Jack Hovenier: Reviewed a discrepancy in county paperwork that means a section of Peaceful Valley, Green Valley Drive, does fall under the ownership of Peaceful Valley. He presented the desire to put it right and offered an exchange of this property for ownership of a small, unused roadway of ~100', Hide-a-way Valley Ln. *R. Whitson moves to proceed with the process of cleaning up GVD legal paperwork in exchange for the new development maintaining Hide-a-way Valley Ln. R. Cayen seconds, motion passes.*
- WTA meeting: Meeting with J. Fairbanks Monday Tuesday or Wednesday to discuss the placement of the new bus stop to be placed at the entrance of Division 2, where the bus shelter is currently located. It will be a regular stop, but during snow events it will be the only stop for Peaceful Valley.

Homeowner's Forum:

- Street sign for Clear Valley and Peaceful Valley are missing, informed the board that Peaceful Valley tools and equipment are being stored off site and a request was made to bring it back.
- A formal appeal was made of the board's decision to extend the time frame given in regards to 267-1.

[Meeting to close at 1930]

Approved by:

Rebecca Cayen
& *Richard Whitson*

Approved on:

August 21, 2018

Peaceful Valley Country Club Board of Directors
August 21st, 2018 Meeting Minutes

[Meeting called to order at 1900]

Board members in attendance: *Richard Whitson and Rebecca Cayen.*

Additions, deletions or changes: *Appeal and Windows added to Old Business*

Minutes from July 17th, 2018: *approved, with one edit*

Treasurers Report: *Read and approved*

Managers Report: *Read and approved*

Old Business

- PSE- update: Awaiting a meeting with Casey Hodges, K. Vogel will push for a meeting date.
- Clean-up Event Outcome: The event went smoothly! There was no dumping, the volunteers were great, all the dumpsters were filled by the end and no one was turned away! All donation items will be brought to Value Village on August 31st and recycling will be taken to RDS where it is accepted for free.
- WTA Property Use Agreement: Agreement came in from WTA and was given to the board members for consideration. Suggestions were made to include a street light as well as a flashing sign to signify that there are passengers to be picked up in the agreement.
- Resolutions: Peaceful Valley needs a resolution for the "30 days to correct" rule, in the case of infractions needing immediate action ie. Fireworks, speeding etc. R. Cayen will draft.
- Appeal: The request for an appeal to the board's decision regarding 267-1 was heard and denied due to private circumstances disclosed to the board by the homeowner.
- Windows: R.Cayen requested that the three damaged/broken windows on the Peaceful Valley Clubhouse be repaired before winter weather sets in, K. Vogel agreed to those terms.

New Business

- Future Events: With the success of the clean up event, R. Cayen would like to keep the ball rolling by having another event before the annual meeting (Oktoberfest). K. Vogel will send R. Cayen the Events Proposal submitted by the Events Committee in 2017. If events increase, trash service may need to as well.
- Foreclosure Notice: Notice for 87-1 was presented to the board with the option for Peaceful Valley to purchase through debt-pay-off, the board decided against it.
- D&O Policy Renewal: No complaints with the Directors and Officers policy were brought up and *R. Whitson moved to approve the renewal of the same policy, R. Cayen seconded, the motion passed unanimously.*
- Annual Meeting Date: K. Vogel presented the suggestion that the annual meeting be moved from the second Sunday in November to the 3rd Sunday (November 18th) because the second Sunday is also Veteran's Day. The board agreed; the annual meeting will be held 1PM, November 18th at the East Whatcom Regional Resource Center (8251 Kendall Rd.). K. Vogel will adjust the documents and reserve the space.
- New Board Member Consideration: Royce Nickerson submitted a letter of consideration to the Peaceful Valley requesting to join the board, understanding that he would need to be voted-in officially at the Annual Meeting in November. He introduced himself and explained why he

would like to join the board. *R. Cayen moved to approve his temporary placement pending bondability, R. Whitson seconded and the motion passed unanimously.*

Homeowner's Forum:

- Question regarding the plan for re-doing the pool room: R. Cayen will present options at the annual meeting.
- There was a question regarding the lot in foreclosure.

[Meeting to close at 1930]

Approved by: *R. L. Whitson*

Approved on: *09/18/18*

[Signature]
& _____

Peaceful Valley Country Club Board of Directors September 18th, 2018 Meeting Minutes

[Meeting called to order at 1900]

Board members in attendance: *Richard Whitson, Rebecca Cayen, Royce Nickerson*

Additions, deletions or changes: *Parking agreement, website and signs*

Minutes from August 21st, 2018: *approved*

Treasurers Report: *Read and approved, one question regarding Grasshopper Lawn Care*

Managers Report: *Read*

Old Business

- *PSE- update:* A brief recap of the issue was given. Modifications have been sent back to PSE, attorney will handle it from there. K. Vogel will send C. Hodges contact information.
- *WTA Property Use Agreement, Decision:* A brief recap of the issue was given. The agreement sent by WTA was sent on to the lawyer to make modifications regarding liability and other minor issues with verbiage. K. Vogel will send WTA's contact information to him as well.
- *Balfour Entrance Update:* A brief recap of the issue was given. Changes made to the agreement by the attorney have been sent to the folks in charge of Balfour, the ball is in their court. We made sure that the language was clear and in place that when the developers are finished with the project, the upkeep of the shared entrance will remain the responsibility of those homeowners.
- *Next event Discussion:* Octoberfest is going to be tabled for next year. Events were created by J. White in 2017 that was very nicely organized. Peaceful Valley is now seeking an event committee to better engage the community. R. Cayen asked if there was interest in a Community dinner for the holiday and little interest was shown.

New Business

- *Annual Meeting Paperwork Approval:* Aside from minor grammatical edits, *R. Whitson moved to approve the first mailer with grammatical edits, R. Nickerson seconded, motion passed unanimously.*
- *Extra Wood:* There was discussion regarding how to make wood cut down from the greenbelt. The question is how to get the message out about available wood. One possibility could be to move the excess wood to clubhouse grounds and work from a list of people who have signed up as needing wood. Possibly utilize the old bus shelter as a wood shelter, and deliver to the homes who have signed up. R. Whitson will look into how Black Mtn. Ranch manages their wood share program. This will be sorted out in time to go out in the December Newsletter.
- *Membership Clarification:* As it is now, the records of peaceful Valley reflect the residents of the home, not necessarily the legal homeowner. K. Vogel, in the spirit of good housekeeping, will update the records to reflect the legal owner with an asterisk (*). A possible resolution to the bylaws could allow someone unable to attend an annual meeting to designate a representative.
- *Second Culvert:* Upon review of a request to line their culvert with gravel, the board has decided against the request to keep consistency of grass in the culverts throughout Peaceful Valley.
- *Insurance Payments:* With monthly payments you pay for processing fees, as well as check

printing, office management time. *R.Cayen motions to pay the insurance annually, as opposed to monthly payments, R.Nickerson seconded. Motion passes unanimously.*

- *Parking Agreement w/ Opportunity Council: The Opportunity Council turned in a draft Shared Use Agreement regarding the possibility of the Foothills Food Bank and the Opportunity Council occasionally utilizing the Peaceful Valley Country Club parking as overflow parking. This would save \$40-50k of infrastructure for the phase two building going in nextdoor. This is just a draft, and will need to be formalized through the attorney with the appropriate verbiage regarding liability etc. Agreeing in principle will be satisfactory to the county to issue the building permit. R.Whitson moves to agree to the idea in principle, pending all proper legal changes, R.Cayen seconded. Motion passes unanimously.*
- *Website Updates: Adding Royce's name to board members, May & June minutes, Newsletters and updating the annual meeting dates to be updated by K.Vogel.*
- *Signs: Investing in signage warning against doing donuts, parking on the grass and cleaning up after your dog. Also possibly updating the Peaceful Valley sign at the end of the Clubhouse driveway.*

Homeowner's Forum:

- What was the final count on the recycling/ waste cost from the clean up? The board is still waiting, no bills have come in.

[Meeting to close at 1935]

Approved by: *Rpl. J. Lutt*
& *Rebecca Cayen*

Approved on: *10/22/18*

**Peaceful Valley Country Club Board of Directors
October 22nd, 2018 Meeting Minutes**

[Meeting called to order at 1800]

Board members in attendance: Richard Whitson, Rebecca Cayen

Additions, deletions or changes: RCW changes added to new business, moving stanchions and window updates to managerial report, updates was added to old business

Minutes from September 18th, 2018: Approved

Treasurers Report: Report completing the 2017-2018 fiscal year was read and approved

Managers Report: Read. Discussion was had regarding the cost of stanchions, and an update on quotes for window/door repairs. *R.Whitson motions to approve funding up to \$200.00 to install wood stanchions, protecting the lawns beside the clubhouse from vehicle damage, R.Cayen seconds, the motion passes unanimously.*

Old Business

- *Annual Meeting Paperwork Approval:* any changes will be sent in by board members no later than October 25th, 2018.
 - *Budget:* Discussion was had about the possibility of raising the annual dues in order to repair the roads, as well as upping the budget for vandalism, events and security. *R.Cayen motions to present the budget as written for ratification at the Peaceful Valley Annual & Budget Ratification meeting, R.Whitson seconds and the motion passes unanimously.*
- *Updates:*
 - *Cameras:* K.Vogel will follow up with Jason Loreen and insurance as well as price options for keeping people off the roof.
 - *PSE:* R.Whitson updated those in attendance about where Peaceful Valley is in their pending agreement with Puget Sound Energy regarding an easement allowing them to move their poles across the highway. R.Whitson will follow up with next steps.

New Business

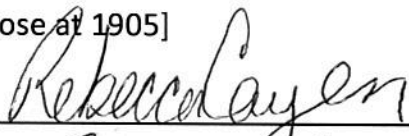
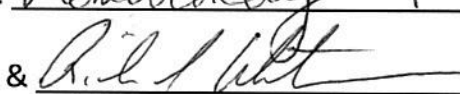
- *Resolutions:* this topic was pinned for a later meeting.
- *RCW Changes:* K.Vogel informed the board of recent RCW changes that affected the amount of homeowners required to vote down a budget. New RCW's require 51% of the membership (186) to vote down the budget.

Homeowner's Forum:

- N/A

[Meeting to close at 1905]

Approved by:


& 

Approved on:

11/20/18

Peaceful Valley Country Club Board of Directors
November 20th, 2018 Meeting Minutes

[Meeting called to order at 1800]

Board members in attendance: Richard Whitson, Rebecca Cayen, Amber Davis, Mellonnie Altona

Additions, deletions or changes: *Add committees under new business, notarizing the bylaws has been postponed, moved to new business for design discussion.*

Minutes from October 22nd, 2018: Approved

Treasurers Report: Report read and approved, clarified that the Peaceful Valley accounts are unrestricted, meaning money is free to move money between them.

Managers Report: Read.

Old Business

- none

New Business

- *Bylaws formatting:* R. Whitson proposed using the formatting of Black Mtn Ranch's Bylaws would be more convenient to mail out and carry around (as a smaller booklet).
- **Assign Board Positions:**
 - R.whitson motions Rebecca Cayen take the position of Peaceful Valley Board President, M. Altona seconds. Following no discussion, the motion passes unanimously.
 - M. Altona motions Amber Davis take the position of Peaceful Valley Board Vice President, R. Whitson seconds. Following no discussion, the motion passes unanimously.
 - A.Davis motions that Mellonnie Altona take the position of Peaceful Valley Board Secretary, R.Whitson seconds. Following no discussion, the motion passes unanimously.
 - R.Cayen motions Richard Whitson take the position of Peaceful Valley Board Treasurer, A.Davis seconds. Following no discussion, the motion passes unanimously.
- **Signer Information:** *At this point in the meeting Board President, Rebecca Cayen states that at the Annual meeting of 2018 a vote was held and Mellonnie Altona, Amber Davis and Richard Whitson were voted in to serve on the board. Rebecca Cayen will serve as President, Amber Davis will serve as Vice President, Mellonnie Altona will serve as Secretary and Richard Whitson will serve as treasurer.*
 - *R.Whitson motions to add Mellonnie Altona and Amber Davis as signers on Peaceful Valley accounts at People Bank, R. Cayen seconds, motion passes unanimously.*
 - *R.Whitson motions to approve the minutes up to this point to draft and turn them in to Peoples Bank, so M.Altona and A.Davis can be added as signers on the accounts; R. Cayen seconds, the motion passes unanimously.*
- **Approve Draft of 2018 Mtg Minutes:** K.Vogel did not have these prepared for approval.
- **Mt. Baker Chamber Membership:** R. Whitson proposed joining the Chamber There was discussion about the benefits, K.Vogel will research the benefits for next meeting.
- **Committees:** A lengthy discussion regarding types of committees was had and names of interested parties were recorded as follows:
 - **Roads:** Jeff Moretti, Phil Cloward, Don Thompson, Richard Whitson, Shelly and Devin Connolly
 - **Clubhouse/Facilities:** Jeff Moretti, Julie Montague, Sarah Dow, Mellonnie Altona, Amber

Davis, Kathleen Howard and Devin Connolly

- Events/Youth: Richard Whitson, Kathleen Howard, Jeff Moretti, Rebecca Cayen and Mellonnie Altona
- Safety: Don Thompson and Rebecca Cayen
- Rules/Bylaws: Richard Whitson, Phil Cloward and Don Thompson.
- R. Cayen has agreed to write up descriptions of each committee and K. Vogel will draft an email to go out to those who had shown interest at the annual meeting.
- R. Whitson briefly discussed the ongoing projects of: Balfour construction, Trek Properties, the WTA new bus shelter being put in at the East entrance of Peaceful Valley and PSE's ongoing discussion on the new easement for their power poles. K. Vogel and R. Whitson will work to bring the newer board members up to speed on these projects. A note was made that the benches within the current shelter need to make it back to Bruce Burke.

Homeowner's Forum:

- Discussion was had around connecting with closing companies in Whatcom County to be sure that they have all of the correct information, given to new residents, to insure that people know their appropriate property lines, dues owed etc.

[Meeting to close at 1854]

Approved by:

Rebecca Cayen
& Bruce Burke

Approved on:

12/18/18

Peaceful Valley Country Club Board of Directors
December 28th, 2018
Special Meeting Minutes

[Meeting called to order at 1000]

Board members in attendance: *Richard Whitson, Rebecca Cayen, Amber Davis, Mellonnie Altona*

Additions, deletions or changes: N/A

Treasurers Report: N/A

Managers Report: N/A

New Business:

- Contract Renewal for Administrative Services for Peaceful Valley:
 - R. Whitson explained the math behind the current contract with Vogel Management Services.
 - Discussion was had regarding hours, payment, cleaning, tracking, communication and flexibility.
 - *R. Whitson motions to approve the contract as written, A. Davis seconds, motion passes unanimously.*

[Meeting to close at 1042]

Approved by: _____

Rebecca Cayen

&

Amber Davis

Approved on: _____

3-19-19

Peaceful Valley Country Club Regular Meeting

February 19th, 2019 • 7:02PM

Roll Call: *Rebecca Cayen, Richard Whitson, Amber Davis, Mellonnie Altona*

Additions, Deletions & Changes: *none*

Minutes: *January 15th Regular meeting minute approved unanimously.*

Reports:

- Treasurer: Read
- Manager: Read
- Committees:
 - Building Committee: ~20 kids at a Valentine's Dance with their parents, majority were teenagers.
 - Road Committee: R.Whitson will be sending out the packets with all of the road information, getting ready to meet.
 - Events Committee: Needs to meet to discuss fourth of July.
 - Safety Committee: R.Cayen will reach out, K.Vogel will call AAA to check in about the fire extinguishers/alarms.
 - Bylaw Committee: There is an existing group, they just need to meet to review and fine-tooth the bylaws for the re-print and mail out.

Old Business:

- Resolution No. 2019-1: Discussion was had. K.Vogel will add additional language about what happens after a (\$100) fine. *M.Altona motions to pass Resolution No. 2019-1 with the discussed edits to language. R.Cayen seconded, the motion passed unanimously.*
- Upstairs flooring: M.Altona brought samples of wood/wood-like flooring to replace the carpeted area upstairs. Discussion was had and a decision was reached on which color flooring to replace.
- Camera/Security Update: ADT will come out and put in the replacement cameras (two turrets and one dome) for \$1,394.00. Once they are reinstalled, board members will be able to see the cameras from their cell phones. For an additional \$570, Guardian security will be replaced, there will be a tamper alarm on, being able to turn the and other perks- this will take the monthly security bill from \$25 to \$55. Discussion was had. *R.Whitson motions to move forward with the update from Guardian Security to ADT Building Security as well as the cameras, R.Cayen seconds, the motion passes unanimously.*
- Shed Insurance Update: K.Vogel gave an update on the insurance claim. R.Whitson is coordinating with a contractor to give a quote on the repairs, K.Vogel will push the Insurance Company to get their own quote.

New Business:

- Renters Using the Building: As of right now, in the covenants there is language on renters utilizing the building. R.Cayen will look online for nonprofits utilizing the building.