

NEWPORT HILLS COMMUNITY CLUB
BOARD OF DIRECTORS MEETING MINUTES
October 18, 2005

CALL TO ORDER AND PRESENTATION OF AGENDA

The meeting was held at the Newport Hills Community Church, 5833 119th Ave, Bellevue. Executive Board members in attendance were the following: Regina Glenn (Pres.), Steve Kunkel (Vice Pres.), Beverly Heyden (Treas.) and Barbara Lee (Secretary). A total of fifteen persons were in attendance. Glenn called the meeting to order at 7:00 p.m. and presented the meeting agenda.

SECRETARY'S REPORT

The minutes of the September 20, 2005 NH Community Club Board of Directors meeting were reviewed. Correction was made to the minutes to remove the first sentence under *Committee Reports: Public Safety* that read "Lesley Bock met with Officer Bob Wood who continues to promote crime-free multi-housing." Second correction was made to the minutes under *Treasurer's Report* to add the following sentence, "Minus Land Use and Community Improvement Fund in the amount \$3,477.81 leaves an operating balance of \$3,149.47."

TREASURER'S REPORT

Beverly Heyden presented the financial report for the period September 1 through September 30, 2005 which reflected an ending balance of \$6,493.10. Minus the Land Use and Community Improvement Fund leaves an operating balance of \$3,015.20. Treasurer's Report was accepted as written.

PRESIDENT'S REPORT

- 1) Regina Glenn spoke to the need to develop guidelines for posting material to the Club's new website. She asked G. Whiteaker to draft guidelines for consideration by the Board at a later date.
- 2) Glen noted that sixteen members attended the Volunteer Appreciation Night on Oct. 16 and that recognition plaques were given to four retired Trustees who served the Club for many years.

VICE PRESIDENT'S REPORT

- 1) Kunkel announced that the Membership Committee Chair will maintain and update the Club's membership list, including the list of Area Trustees and Block Captains.
- 2) December 2005 newsletter will be printed by the Newport Hills Community Church. The Club will pay for the ink cartridges. A stuffing party will be held on December 2nd at 7:00 p.m. at the Church.
- 3) Kunkel presented the Nominating Committee's report to propose a slate of Club Officers and Area Trustees for election at the October 25, 2005 General Membership meeting. There are three Trustee vacancies for Areas 8, 18 and 20. Kunkel asked that interested members from these areas make themselves known.

COMMITTEE REPORTS

- 1) Community Appearance and Land Use
Committee Chair Brian Lewallen was not in attendance. Regina Glenn reported that Lewallen is tracking the Coal Creek Delta Landscape Restoration Design project as well as the status of covenants existing in deeds of ownership for homes in Newport Hills.
- 2) Membership
Brandy Goins was not in attendance.
- 3) Merchant's Liaison
Marie Cragar (Bank of America manager) is working with Lesley Bock to prepare paperwork to form a Newport Hills Business Association. A profile with photograph of each local merchant will be put on the Club's website in the future.
- 4) Public Safety
Lesley Bock is seeking her replacement as Public Safety Chair, especially by the January 17, 2006 Board meeting when the Club is hoping to invite a speaker to address Emergency Preparedness. Members discussed process for alerting the Chair and other Club members about a confirmed public safety concern in the neighborhood. It was agreed that first you should call 911 if there is an immediate problem. Then once the problem has been officially addressed the concerned member should contact the Club's Public Safety Chair. The PS Chair should document member concerns and bring it to the attention of the Board as needed.
- 5) Youth Activities – no report.

6) Community Outreach

Michelle Hilhorst reported on the Santa program for December. We need a volunteer to be Santa. Santa's travel route through the neighborhoods has been shorted and will end at the Red Apple Shopping Center to allow families and children more time to visit with Santa. Grace Whiteaker will create a Santa route map for the Club's website. It was suggested that a flyer on the Santa program be distributed at the October 25 General Membership meeting as well as at Bank of America and the Swim Club.

7) Government Liaison

Ray Osburn distributed a handout describing possible questions for the Bellevue City Council Candidates Forum set for October 25. Gary Thramer volunteered to be timekeeper at the Forum; Grace Whiteaker volunteered to collect questions from the audience; Sloan Brooks agreed to take photos at the event. Osburn will pose all the questions to the candidates and manage the event.

8) Communications

Web Page Update – NewportHillsCommunityClub.org is the new website address. The old "SCN" domain will be dropped once the December newsletter is mailed that includes information about the new website. Grace Whiteaker displayed the website's "Site Index" that lists the contents of the website. Whiteaker will report back to the Board quarterly on the number of hits our website receives, including the most popular pages viewed.

OLD BUSINESS

- 1) Club Dues Increase. Motion was made by Steve Kunkel to raise Club dues from \$5/year to \$8/year effective January 1, 2006 and to submit the proposed increase to the General Membership for approval at the October 25 General Membership Meeting.

Motion was seconded and approved to raise Club dues from \$5/year to \$8/year effective January 1, 2006 and to submit the proposed increase to the General Membership for approval at the October 25 General Membership Meeting.

- 2) Articles of Incorporation filing fees. Motion was made by Steve Kunkel to approve the filing fee of \$20.00 payable to the State of Washington

for filing the Amendment to the Articles of Incorporation which was drafted and adopted on June 21, 2005.

Motion was amended to increase the to amount of the fee to \$40.00 for an expedited process.

Amended motion was seconded and approved to approve the filing fee of \$40.00 payable to the State of Washington for filing the Amendment to the Articles of Incorporation.

NEW BUSINESS

- 1) Volunteer Awards. Kunkel presented a motion approve payment of \$167.66 for Volunteer Retirement awards given to Bob Culp, Tom Washington, Mike Haldeman and Lloyd Novakowski.

Motion was amended to read: Motion to approve payment of \$167.66 for Volunteer Retirement awards given to Bob Culp, Tom Washington, Mike Haldeman and Lloyd Novakowski to be taken from the Donation Fund.

Amended motion was seconded and approved.

- 2) Club Boundaries. Kunkel presented a motion to amend and re-establish the boundaries for the Newport Hills Community Club as follows:
"All areas north of SE68th Street, SE 69th Way, SE 69th Place, south of an east/west line intersection Exit 10 on I-405 and west of Coal Creek and Coal Creek Parkway"

Motion was seconded and approved.

- 3) Amend the Newly Revised Bylaws. Steve Kunkel made a motion to amend the "Revised" Bylaws as follows:

In Article III Board of Directors, insert a new Section 4 to read as follows:

The number of Areas, the number designation for each Area and the boundaries for each Area shall be determined by the Membership Chair and voted on by the Board of Directors. The old Section 4 becomes Section 5.

In Article IV Duties and Responsibilities of the Board of Directors, change the first sentence and add (2) sentences of Section 6 as follows: The Officers of the Club Shall prepare a budget for the forthcoming year and present it for the approval of the General Membership at the first General Membership Meeting following their election. The budget shall be no greater that 90% of the projected income for the coming year with a

10% Contingency Fund. The Contingency Fund shall be used for any item not in the budget subject to approval by the Board of Directors at a Monthly Board Meeting.

Motion was seconded and approved to amend the newly revised Bylaws.

These amendments will be presented at the October 25 General Membership meeting for approval and again at the March 2006 General Membership meeting for final approval.

ANNOUNCEMENTS

Sloan Brooks reported that he and his wife have entered approximately 1,500 names into the Club's membership database to date. He expects needing two more weeks to finish data entry. Maintenance of the database will be the responsibility of the Membership Chair. Grace Whiteaker will assist with establishing a back-up of the database. Regina Glenn asked that the Board discuss how the Club should manage technology at its next Retreat. New items to add to the November 15, 2005 Board agenda are: establishing a Technology Committee and Helping Hands Committee. Bruce Young announced that the Church has established an outreach ministry called "Operation Care" for volunteers to do repair work for persons in need.

ADJOURNMENT

Meeting was adjourned at 9:05 p.m.

Minutes prepared by Barbara Lee, Secretary.