

NEWPORT HILLS COMMUNITY CLUB
BOARD OF DIRECTORS MEETING MINUTES
November 15, 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). Glenn called the meeting to order at 7:00 p.m. and presented the meeting agenda.

ANNOUNCEMENTS

Regina Glenn presented a Certificate of Appreciation and Plaque to Lloyd Novakowski and Tom Washington for their years of volunteer service to the Newport Hills Community Club.

GUEST SPEAKER

Lesley Bock described the activities of the Thursday Night Art Class that is held for youth at the Community Church. The class created a Nutcracker Ballet Poster as a fundraiser so the kids can attend the Nutcracker Ballet scheduled for December 17, 2005 in Renton. Bock also announced her retirement as the Public Safety Chair and introduced Vickie Judkins as her replacement.

PRESIDENT'S REPORT

Regina Glenn spoke to the I-405 Project Open House scheduled for December 6 to inform the public about the proposed highway expansion project. Steve Walker reported that the City of Bellevue is holding a public meeting on the Coal Creek Stabilization Project on December 6 at the Lake Heights YMCA as well.

VICE PRESIDENT'S REPORT

Steve Kunkel spoke to maintaining the Club's new tradition of publicly recognizing volunteers who have contributed to the Club's activities as they retire or leave the community.

SECRETARY'S REPORT

The minutes of the October 18, 2005 NH Community Club Board of Directors meeting were reviewed. Motion was seconded and unanimously approved to accept the minutes as written. Copies of the October 25, 2005 General Membership Meeting were made available. These minutes will be reviewed at the March 2006 General Membership Meeting.

TREASURER'S REPORT

Beverly Heyden presented the financial report for the period October 1 through October 31, 2005 which reflected an ending balance of \$6,150.44 Minus the Land Use and Community Improvement Fund of \$3,477.81 leaves an operating balance of \$2,672.63. Treasurer's Report was accepted as written.

COMMITTEE REPORTS

1) Community Appearance and Land Use

Committee Chair Brian Lewallen was not in attendance. Ray Osburn noted that the Coal Creek Stabilization Program's EIP was received in the mail yesterday. The comment period ends December 10. He will review the report and post a synopsis on the website. Additional copies of the report are available at: chelland@ci.bellevue.wa.us. An interest group should be formed to prepare a response by December 6.

2) Membership

Brandy Goins was not in attendance because she gave birth to a new baby boy last week.

3) Merchant's Liaison

Gary Thramer reported that the newly formed Business Association is reviewing a draft Mission Statement for adoption. The Association is supportive of the Club's December 17 Santa Tour ending at the Red Apple Market with a photo event set up at the Cornerstone Dance Studio. Red Apple receipts are still be collected as a Club fundraiser. This activity needs to be promoted in the December Newsletter and on the website. Ronda Patrick will be asked to specify where the drop-off locations are for the Red Apple receipts and give a regular status report to the Board on the status of this fundraiser.

4) Public Safety

Steve Kunkel introduced Vickie Judkins as the new Public Safety Chair. Vickie spoke to her interest in this position because she is already involved in the Bellevue Police Department's Neighborhood Watch Patrol Program. Judkin's first project as Chair will be to facilitate the January 17, 2006 Emergency Preparedness workshop to be held in conjunction with the Club's January Board meeting.

5) Youth Activities – no report.

6) Community Outreach

a) Michelle Hilhorst, coordinator of the Santa Tour, asked for donations of Holiday decorations to dress up the Cornerstone Studio for the Santa Photo event on December 17. S. Walker will supply lights; G. Whiteaker will donate ornaments; C. Nygaard will bring ribbon. Hilhorst also asked for volunteers to provide crowd control at the Studio. V. Judkins, Sloan Brooks, and B. Lee volunteered to assist. We do have someone willing to be Santa this year.

b) Beverly Heyden agreed to serve as coordinator of the 2006 Fourth of July Picnic.

7) Government Liaison

Ray Osburn will provide the full text of the Candidate's Forum questions/answers to the Secretary for attachment to the Oct. 2005 General Meeting minutes as an archival file for use with future Candidate's Forums.

8) Communications

a) Newsletter – Folding party scheduled for December 3 at 7:00 p.m. at the Community Church. Issue to be discussed at future Board meeting is setting a limit on the number of pages for each newsletter. The deadline for submitting articles for the March 2006 newsletter is January 20th. Kunkel will host a meeting on Nov. 29th in his office to discuss ways to distribute the March newsletter to ensure the efficient collection of annual Club dues (mail vs. hand-delivery by block captains).

b) Webmaster – Grace Whiteaker presented her recommendations on type of material that has priority for posting on the website as follows:

- 1) description of the association
- 2) club-sponsored events
- 3) changing info from standing committees

Whiteaker established the following hierarchy for accepting submissions for posting to the website:

1) Club President; 2) Vice President; 3) Secretary (meeting minutes); 4) Treasurer; 5) Public Safety Chair; 6) Merchant's Liaison; 7) Government Liaison; 8) Communications Chair (i.e. Newsletter). She will always carbon copy any submissions received to the Club President for review before posting it to the website. Whiteaker will add a Calendar of Events page and a Club map showing the Trustee Areas to the website.

OLD BUSINESS – None

NEW BUSINESS

- 1) Kunkel will form a Database Guidelines Committee to establish policy on how to manage the Membership database developed by Mr. and Mrs. Brooks, as well as data available from the City of Bellevue and City of Newcastle corresponding to addresses in the Newport Hills community. Persons interested in serving on the committee are: G. Thramer, B. Heyden, and C. Nygaard.
- 2) Club's Executive Committee will research how to combine the Board meeting and General Membership meeting scheduled for March and October each year.
- 3) S. Walker asked the Board to consider the issue of why Newport Hills property owners are included in levy bond measures to support the Hospital District that includes Valley Medical Center and the Kent Emergency Medical Response System. Ray Usborn will start researching this issue.

ADJOURNMENT

Meeting was adjourned at 9:00 p.m.

Minutes prepared by Barbara Lee, Secretary.