

Date: April 26, 2023

James Byrne, President called to order the regular meeting of the Board of Directors at ­­­5:33 pm.

Board Members Present: Maureen Allen, Sylvia Banzon, James Byrne, Diane Clevenger, Dave Engman, Scott Horsfall, Don Huibregtse, and Peter Nash.

Absent: None

Others Present: Clint Fretz, Daniel Drumlake, John Dacy, Debbie Leslie, Leslie Foss, and Deb Hall.

|  |  |  |  |
| --- | --- | --- | --- |
| **Topic** | **Discussion/Vote** | **Action Assignee** | **Action****Due Date** |
| **Director Candidates** | **Candidates to replace Mr. Craig Chase*** Clint Fretz
* Vickie Scott

**Motion:** James motioned to appoint Clint Fretz as a Board member for the open position. **Motion Passed.****Note:** Vickie Scott was invited and was not present at the meeting.**Second:** Scott**Aye:** Maureen, Sylvia, Diane, Dave, Scott, Don, and Peter.**Oppose:** None**Abstain:** James |  |  |
| **Approve Previous Minutes** | **March Board Meeting minutes** . **Motion:** Maureen motioned to approve minutes as written**. Motion Passed****Second: Dave****Aye:** Maureen, Sylvia, Diane, Dave, Scott, Don, and Peter.**Oppose:** None**Abstain: James** | N/A | N/A |
| **PUBLIC COMMENTS** |  |  |  |
|  | **Concern: Letter of concern****LLVCC response:** Letter was discussed at the meeting | James and Office staff will reply to letter  |  |
| **OFFICER REPORTS** |
| **President** | **President’s Report-** James Byrne-Thank you all for attending.-Committee’s: o There is a lot going on in the community for the Board to keep up with the demands. The plan is that there will be a focus on the committee’s handling issues (1st line) and then those issues will roll up to the board. o Safety & security: we have not had a safety & security committee meeting since the chairperson vacancy. The plan is to rectify that this evening and that committee will re-form and continue to operate. There is a vital role for this committee in the community.- Between the Committees and the Strategic planning work group this will allow the board to become more strategic as a whole and less reactive. - I worked with the office staff and Don and did evaluations this last month. That said one of the things that hits me is when I did the evaluations is how much of a thankless job the office is. The office staff are the ones that help keep the board organized and are really our front-line workers when it comes to the community. Everyone should take time to thank them for what they do day in and day out for the community and I would like to make sure it is noted that this whole board and I thank you for what you do.- As a reminder there is no one on this board that should be authorizing services or discussing services (with the intention or thought of authorizing them) without bringing the information to the board meeting. The proper process for this is that the board or a committee can recommend a good or service be obtained. A proposal (STP) will be filled out by the board member or committee; that STP will contain all the information needed (costs, reason for expense or item, what process was gone through to make sure this is a competitive bid, community need etc.) The STP and purchase order are to then be brought to the board and will get voted on. The board will do one of the following things with the STP presented: approve it as written, approve an amendment, send back with comments, table it for a future time or meeting, or disapprove. The board is the only authority to enter into contracts and or agreements (written or verbal) with contractors and vendors. There is a documented process on how to do this; please reach out for assistance if needed.- Lastly, we have had some issues with board communications recently and other items that are affecting the ability to respond to requests and e-mails in a timely manner. We have implemented the following process that is starting as of today. There is still the office e-mail (office@llvcc.com). That e-mail will continue to be the e-mail address that community members use. There is a new e-mail set up (boardmembers@llvcc.com). This e-mail is there for communication between board members, and board member communication to the office. If you need to request something from the office as a board member, please start using the second e-mail effective immediately. There will be no need for the office@llvcc.com e-mail to be on those communications. Internally, that is going to determine who is first in line in reading and responding to your e-mail. The office e-mail will be responded to by Mary and the Board e-mail will be responded to by Sylvia. This is going to help with communication. Please let us know if there are any questions, and we are happy to talk after the meeting one on one if you have any issues with this new setup. |  |  |
| **Vice President** | **VP Report**- Peter NashIn doing some research of the By-Laws I found myself questioning the following:We should be more proactive in inviting community feedback on any proposed changes to resolutions as our by-laws require **ARTICLE III BOARD OF DIRECTORS POWERS AND DUTIES B. Membership Participation.** Our by-laws require open meetings and recorded minutes for official board meetings and director committee meetings, per [**By-Laws Article VI A. Director Committees** and **By-Laws Article VII B. Open Meetings**](https://llvcc.com/wp-content/uploads/2013/03/1-24-2017-By-Laws-Revision-11-5-2016.pdf). This includes votes taken, business transacted, and binding agreements made regarding official actions of the Board but does not include study sessions where no business is transacted. The board should also clarify the operation of the ACC in terms of who the members are, what their roles are, and how votes are taken on applications. |  |  |
| **Treasurer** | **Treasurer Report**- Sylvia Banzon**Balance Sheet as of April 7, 2023**Checking $ 1,513.41Savings $ 154,366.13Money Market Savings $ 32,215.28KCU CD 6 mo. 3.3% $ 50,000.00Cap Imp Reserve $ 106,836.55 Litigation Fund $ 90,407.65Accounts Receivable $ 83,567.82Prepaid Insurance $ 5,520.49Undeposited Funds $ 53,982.75Total $ 573,424.63**New CD Account**Opened a new CD account at KCU with Money Market Savings money. Money Market was earning 0.9% interest; CD offers 3.3%. Opened for 6 months to ensure accessibility if needed.**New Money Market Account for Reserve Funds**Transferred the money from the old money market earning 0.9% interest to a Diamond product earning 2% interest and made a $10,000 deposit from Kitsap Bank savings to the reserve account for the first contribution of this years’ funding of the reserve account. **Statement of Activities (Accrual method) as of April 7, 2023** Total Income $ 258,956.09Total Expenses $ 244,128.21Net Ordinary Income $ 14,827.88Net Income $ 12,848.27**Budget 2022-2023**Total Revenue 98.3%Total Income 98.9%Total Expenses 102.3% (overbudget)* Lake Maintenance
* Maintenance
* Tree Removal
* Audit

**Budget 2023-2024**Total HOAs Collected $ 184,477.00- 71%Total Boats Collected $900- 60%Total Revenue: $185,497.00Total Expenses: 1.8%**WA Non-Profit Report**- Annual Report filed 02/12/2023 WA Secretary of State Corporations and Charities Division. Expires 2/29/24.**Bank Signatures-** Need Peter’s information for Kitsap Credit Union authorized signatures. - Collected at the meeting.**Open Purchase Orders March-April 2023*** **PO #2** Speed Sign ($1495 Not budgeted)- Total spent $1740.78 Postage paid to send sign $245.78. Waiting for billing statement $1495. Needs allocation- Maintenance? Savings?
* **Maintenance James**
* **Dave**
* **Pass**
* **PO #3** Restroom Project ($3000 Not budgeted). Total spent $2574.11. Needs allocation- Reserve? Savings?
* **PO#4** Web Training for Mary ($85) Allocated to Contracted Services (Website Host).
* **Reserve- James**
* **Dave**
* **Pass**
* **PO #5** Gazebo Leak- Union City Plumbing ($300) Total spent $325.50 including tax. Allocated to Maintenance. Paid and closed.
* **PO #6** Easter Egg Hunt- Eggs and Candy ($300 budget) Total spent $291.64- Within budget. Allocated to Community Events. Paid and closed.
* **PO #7** Stamps for HOA Dues mailing ($2200 budget)- Total spent $298.75. Within budget. Paid and closed.
* **PO #8** Stamps for Boat storage mailings and for the office ($2200 budget)- Total spent $239.00. Within budget. Paid and closed.
* **PO #9** Networking Computers ($3713 reserve budget)- Total spent in equipment $1291.19. Estimated cost for networking and application updates is $500.00.

**Motion:** James motioned to allocate PO #2 under Maintenance and PO #3 under the Reserve expenses. **Motion Passed**.**Second:** Don**Aye:** Maureen, Sylvia, Diane, Dave, Scott, Don, and Peter.**Oppose:** None**Abstain:** James |  |  |
| OPERATIONS |
| **Office** | **Constant Contact emails**The office has been getting a lot of requests for mass emails to the community. Looking for guidance.This item was discussed, and it was tabled until the next meeting**.****1099s and 1096s**The 1099s to vendors were sent late this year. Office staff were not aware that this task fell on them. Our CPA contract does not include this task. 1096’s will be filed by Olympic Tax.**Document Request Form**A document request form was created to keep track of requests and formalize this process.**Motion:** James motioned to approve request form as presented. **Motion Passed****Second:** Maureen**Aye:** Maureen, Sylvia, Diane, Dave, Scott, Don, and Peter.**Oppose:** None**Abstain:** James**Virtual Meetings**While working on auditing our accounts werealized we had access to two different virtual meeting applications. We have Teams application which is free with our Microsoft bundle and Go-to-meeting which we are paying an annual fee. **Motion Passed****Motion:** James motioned to cancel the Go-To- Meeting account.**Second:** Dave**Aye:** Maureen, Sylvia, Diane, Dave, Scott, Don, and Peter.**Oppose:** None**Abstain:** JamesMembers of the community have expressed interest in attending meetings virtually. At this point we only have capacity for the members to listen in. It will probably need extra equipment to have an interactive meeting.**Motion:** James motioned to be able to do meetings virtually we will need to write a policy and send to our attorney to ensure we are following state laws. **Motion Passed****Second:** Dave**Aye:** Maureen, Sylvia, Diane, Dave, Scott, Don, and Peter.**Oppose:** None**Abstain:** James**Bank Fees and Late Fees** A homeowner going through bad circumstances has been trying to pay HOA dues and the check has bounced twice. She is pleading with the Board to waive the charge back fees.**Motion:** Sylvia motioned to waive $24 chargeback fees to help this homeowner. **Motion Passed****Second:** Don**Aye:** Maureen, Sylvia, Diane, Dave, Scott, Don, and Peter.**Oppose:** None**Abstain:** James**Announcement:****Office Closure June 9th and July 3rd.** | Peter to work on a policy to present at our May meeting.James will set up a meeting with Olympic Tax to discuss.Office staff will cancel Go-to- meeting account and uninstall from computers.James to write to Mr. Dille to find out about compliance with state laws.Office staff will contact homeowners and send adjustment to CPA.Office staff to announce to the community. |  |
| **Maintenance** | **Contract for 23-24- James Byrne**There was a discussion about the two choices for the maintenance of the common areas.1. Contractors list to do the maintenance of common areas projects. Have committees help identify projects and work on them per reserve study or as they present.
* Pros- Ensures the work is done by certified/license professionals. All budgeted dollars will be used on improvements and maintenance.
* Cons- Contractors are not readily available. It requires calls to set up the work. And employees taking other duties.
1. Having an employee (currently only works 5 months per year).

 Pros: It is convenient to have someone available in the summer months. Currently this person helps cleaning the bathroom and emptying trash and dog poop stations. Cons: Cost associated with payroll, taxes, benefits, etc. Budgeted dollars are not all used for maintenance.1. Having current staff do the work on common areas and having licensed contractors do the required maintenance.

**Motion:** Scott motioned for option #3 to have a combination of Contractor work and current staff to do common area duties**. Motion passed.****Second: Dave****Aye:** Maureen, Sylvia, Diane, Dave, Scott, Don, and Peter.**Oppose:** **Abstain: James** | James will send information of contractors and will have conversation with employees.  |  |
| **Patrol/Compliance** | **Patrol Performance Review vs Salary**One of our employees did not get a pay increase on April 1st. The rest of LLVCC staff got the 2% increase which was budgeted. His pay rate was increased in January due to minimum wage increase and it was assumed that was the increase for his pay for this year. The employee is requesting his pay to be increased as of April 1st as it has been in previous years. It was noted that this was not budgeted for the new fiscal year. It was also noted that the increase will not make much of a difference on the current budget.**Motion:** James motioned to give a 2% increase to the employee’s pay rate. **Motion Passed.**Second: Scott**Aye:** Maureen, Sylvia, Diane, Dave, Scott, Don, and Peter.**Oppose:** **Abstain:** James, Sylvia**Definition of Eyesore**Don is asking for a specific definition of what constitutes an eyesore.**Motion:** Tabled until next meeting. | Office staff to make adjustment in pay dating back to April 1.  |  |
| **COMMITTEES** |
| **Architectural Control (ACC)** | **Chairman’s Report**- James ByrneLot of requests for projects. 1. Tree Removal Discussion- Don Huibregtse

Getting a lot of requests for tree removal. ACC is comfortable with some of the requests but for some of them we would like to have an arborist certifying the need for removal. **Motion:** James motioned to have an arborist certified all danger tree removal. **Motion Passed.****Second:** Peter**Aye:** Maureen, Sylvia, Diane, Dave, Scott, Don, and Peter.**Oppose:** **Abstain:** James1. ACC Log and Record Keeping

Bylaws. Article 8 B- Open meetings. ACC makes decision. Conflict on who are the members of the ACC. It was discussed that the whole board is part of the ACC. The President is the Chair of ACC. It was discussed that a small work group approves the permits as they come up to the office and the official log with all applications come to the Board meetings every month for review and approval.  | Need a motion to approve March, April, and May permit log. |  |
| **Lake Management** | **Chairman’s Report**- Peter Nash –No report1. Aqua Technex

Discussion of the bid received. It was questioned if the committee has entertained other vendors to ensure we are utilizing our dollars wisely. **Motion:** Scott motioned to approve the bid from Aqua Technex as proposed. **Motion Passed****Second:** Dave**Aye:** Maureen, Sylvia, Diane, Dave, Scott, Don, and Peter.**Oppose:** **Abstain:** James1. **Structure of Committee-** Peter Nash

The committee has not met yet. There are only two members. Peter requested Scott to be part of the committee. Dave wants to not be part of the committee. Peter will reach to members to have an official meeting. A call for volunteers was placed in the newsletter.  | Committee to do research for other vendors. Peter to send out notification for first meeting. |  |
| **Hearing** | **Chairman’s Report**- James Byrne**Motion:** A culvert extension was approved by the ACC based on a drawing. The complaint is that the culvert drains into the neighboring property and has created erosion and damage to the neighbor’s property. The Hearing Committee recommends remediation of the damaged property and a fine of $250. It was decided that this is a neighbor’s dispute, and the neighbors need to get an agreement on how the remediation of the property is going to happen.  **Motion:** Dave motioned that the Board approves the recommendations of the Hearing Committee. **Motion Passed****Second:** Don**Aye:** Maureen, Sylvia, Diane, Dave, Scott, Don, and Peter.**Oppose:** None.**Abstain:** Peter, James |  |  |
| **Safety** | **No Report from Safety Committee.** **Safety Committee Chair Vacancy**- James Byrne**Motion:** James appointed Clint Fretz to Chair the Safety Committee. **Motion Passed****Second:** Don**Aye:** Maureen, Sylvia, Diane, Dave, Scott, Don, and Peter.**Oppose:** None**Abstain:** James**Sheriff Report**- Maureen AllenCOMBINED MEETINGS AT SPENCER LAKE BAR / GRILL AND BURGER CLAIM RESTAURANTA special guest, Barbara Hubbard, was present at both meetings representing the Sheriff’s Office. She presented her duties as a past volunteer and now paid employee after the departure from other volunteers and paid employee. Her 29 duties as example are review of deputy’s log of event participations, citations, or accident documents, prepare documents for the prosecuting office, process background checks for gun purchases / concealed weapon applications, keep track of sex offenders address verification, monitor deputy’s camera footage. Numerous others. Currently the Sheriff’s Office is hoping for a volunteer or plural to assist as the workload is increasing. (I did NOT volunteer). The position for camera review/storage is a full-time position and needs to be filled. The Sheriff is “super glad” and grateful for apparel cameras as they have proven to be strong evidence against false accusations against officer behavior. Officer vehicle pursuits are still very difficult and frustrating. The Sheriff is requesting that all observed crimes be called in to the office. He is in hopes that more Neighborhood Watch Groups are established. 30% of Mason County Officers are now females. The Mason County Criminal Justice world is in crisis. The Public Defender(s) position is now vacant. Mostly because of low wages. Once knowledge of prosecutor wages, anyone interested in filling positions reject offer. Consequently NO ONE CAN BE CHARGED AND BOOKED for crimes. Perf Sheriff, MASON COUNTY IS FAILING!!!!! A Command Vehicle Funding Project was discussed. The 501 C3 non-profit Charlie’s Vision Organization is the focal point for donations. http://Charliesvision.org is where to go to help fund this vehicle for the Sheriff’s Office. Sheriff Spurling then talked about the exciting prospect of acquiring space at the former Belfair Fire Station located on Old Belfair Highway. |  |  |
| **NEW BUSINESS** |  |  |  |
| **STP Process** | **What requires STP?*** Operations vs Capital Expense

Services, contracts, or anything considered a capital expense will require an STP and a purchase order for any associated expenses. Operational expenses like office and maintenance supplies do not require an STP or purchase order if the purchase is made with the LLVCC credit card. Expenses made by other means needing reimbursement will require a purchase order and approval prior to the purchase of goods or services.  |  |  |
| **Resolutions** | **Resolution 26 ACC Committee**- Don Huibregtse There was a discussion about Resolution 26. It was noted that some of the language in the resolution can be confusing. Some of the members have not had an opportunity to review the draft. **Motion:** Scott motioned to table it until the next meeting. **Motion Passed****Second:** Dave**Aye:** Maureen, Sylvia, Diane, Dave, Scott, Don, Peter, and Clint.**Oppose:** None**Abstain:** James**Resolution 14 Signage-** Sylvia BanzonDiscussion of the draft submitted. The resolution draft includes a definition of what is considered a political sign and deletes language that is found in the covenants. **Motion:** Peter motioned to approve this resolution as written. **Motion Passed****Second:** Scott**Aye:** Maureen, Sylvia, Diane, Dave, Scott, Don, Peter, and Clint.**Oppose:** None**Abstain:** James |  |  |
| **Summer Season** | **Open for Summer Season- May 25th- September*** Honey Bucket May 25th- September 14th

Discussion on who is using this service. We have homeowners concerned that is repeatedly used by contractors and delivery personnel. The need to have this in the Boat Launch was questioned. Currently we have $800 budgeted, but it will cost $850 total for the season. **Motion:** Don motioned to eliminate the honey bucket from the boat launch. **Motion Passed.****Second:** Clint**Aye:** Maureen, Sylvia, Diane, Dave, Scott, Don, Peter, and Clint**Oppose:** None**Abstain:** James* Beach Attendants or Ground Authority
* Playground and Bathroom Cleaning and Maintenance

**Motion:** James motioned to add light bathroom duties to the job description of Ground Authority. Continue at minimum wage. **Motion Passed.****Second:** Scott**Aye:** Maureen, Sylvia, Diane, Dave, Scott, Don, Peter, and Clint**Oppose:** None**Abstain:** James**Fish Plant Dates and Lake Fishing Discussion**Dave requested to postpone the fish plant until after the beavers and otters are caught.**Motion:** James motioned to have the Lake Management Committee work on this and provide a recommendation. **Motion Passed****Second:** Peter **Aye:** Maureen, Sylvia, Diane, Dave, Scott, Don, Peter, and Clint**Oppose:** none**Abstain:** James |  |  |
| **Reserve Study** | * There was discussion about the reserve study and the need to update every three years.
* Scheduling- June 2023.
 | Office to schedule for June 2023. |  |
| **Attendance Check** | * Dave Engman excused himself for the rest of the meeting at 8 pm.
 |  |  |
| **Strategic Planning Work Group** | **Meeting April 19th*** Proposed LLVCC Vision Statement

Enhancing the Quality of Life for the residents of our community.* Proposed LLVCC Mission Statement

To Create and promote and atmosphere of residents/member involvement along with supporting initiatives and improvements to benefit the community. **Motion:** Don motioned to approve statements as proposed by the Strategic Planning Work Group**. Motion Passed****Second:** Scott**Aye:** Maureen, Sylvia, Diane, Scott, Don, Peter, and Clint**Oppose:** none**Abstain:** James |  |  |
| **OLD BUSINESS** |  |  |  |
| **Boat Launch Drain** | **Assessment**- PeterPUD and Astound boxes are getting wet. The homeowner is complaining about the water pooling into them. The situation was created by the builder when they created the berm on the resident’s property. **Swanson Purchase Order**- PeterIt was discussed that HOA does not have anything to do with this. Purchase order will be void. **Motion:** James motioned to write a letter to the homeowner that this is not an HOA issue. **Motion Passed.****Second:** Don**Aye:** Maureen, Sylvia, Diane, Scott, Don, Peter, and Clint**Oppose:** None**Abstain:** James | Office staff to write a letter to homeowner with Peter’s assessed findings.  |  |
| **Resolution 25** | **Amendment Discussion**- Don HuibregtseThe draft amendment deletes covenants language and adds clarification on rental and short-term rentals.**Motion:** James motioned to approve this resolution as written**. Motion Passed****Second:** Diane**Aye:** Maureen, Sylvia, Diane, Scott, Don, Peter, and Clint**Oppose:** None**Abstain:** James | Office staff to add to new homeowner packet. |  |
| **LLVCC By-Laws** | **Amendment Discussion-** Sylvia BanzonThe draft amendment clarifies Board members terms, election process and provides flexibility on scheduling community meetings. **Motion:**  Scott motioned to approve the draft amendment as submitted. **Motion Passed****Second:** Don**Aye:** Maureen, Sylvia, Diane, Scott, Don, Peter, and Clint**Oppose:** None**Abstain:** James | Office staff to create ballot and send draft changes to the community before the annual meeting. |  |
| **Resolution 11** | **Protection of View Rights Revision-** James Byrne**Motion:** Tabled until draft is submitted. |  |  |
| **Safety Committee** | **Fence and Swing Area STP Approval****Motion:** James tabled until the Safety Committee has an opportunity to review.  |  |  |
| **EXECUTIVE SESSION** | **8:23 pm** |  |  |
| **Board Discussions** |  |  |  |
| **END of EXECUTIVE SESSION** | **9:10 pm** |  |  |
| **Conflict of Interest Vote** | There was discussion about a Board member having a potential conflict of interest when it pertains to view protection. It was determined that the Board appreciates the Director’s opinions, and he/she is invited to discuss issues; however, the Board would like this member to abstain from voting. **Motion:** An identified Board member has a potential conflict of interest when it pertains to view protection and hedge definition. **Motion Passed.****Second:** Don**Aye:** Maureen, Diane, Scott, Don, Peter, and Clint**Oppose:** None**Abstain:** Peter, Sylvia, James |  |  |
|  | **Tree/Bush Trimming** There was a discussion about a neighbor’s complaint about a homeowner letting a hedge grow higher than 6 feet per covenants. It was discussed that the definition of a hedge is a row of bushes or small trees planted close together, especially when forming a fence or boundary. This is the second time this complaint has been made; in the past the Board has requested the homeowner to trim the hedge back to six feet.**Motion:** Scott motioned to send a letter to homeowner requesting to trim hedge to six feet and to reference the last letter sent. Noncompliance will incur a $25.00 fee. **Motion Passed.****Second:** Don**Aye:** Maureen, Sylvia, Diane, Scott, Don, and Clint**Oppose:** none**Abstain:** Peter, James |  |  |
|  | **Vacation of Island Place Easement-** The homeowner for 20 Island Place has requested the Board to work with them on having the county vacate the Island Place Road and easement. The road was never built, and the county is not planning on building this road. The vacation will allow the homeowner to build a driveway to the main road and increase the square footage for their lot. The vacation could also expand lot 66 square footage if LLVCC decides to purchase from the county. The first step is to apply for the vacation of the easement, then it will be the purchase of the land. The homeowner approached the Board to split the cost of the application.**Motion:** Peter motioned to split the cost with the homeowner and pay up to $500 for the vacation application easement. **Motion Passed.****Second:** Scott**Aye:** Maureen, Sylvia, Diane, Scott, Don, Peter, and Clint**Oppose:** none**Abstain:** James**Note:** This motion amends the vote on this topic of the March 2023 meeting. | Office staff to write letter to homeowner. Does not guarantee we are purchasing easement. |  |
| **PRIOR ACTION** **ITEMS** |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **UPCOMING MEETINGS** |  |  |  |
| **May 24** | 5:30 pm Board Meeting |  |  |
| **June 27** | 5:30 pm Board Meeting |  |  |
| **June 27** | 7:00 pm Community Meeting  |  |  |
| **July 26** | 5:30 pm Board Meeting |  |  |
| **UPCOMING EVENTS** |  |  |  |
| **May 6** | Fishing Derby- Scott and Clint volunteer. James can help if needed. |  |  |
| **MEETING****ADJOURNMENT** |  |  |  |
| **Motion to Adjourn** | **Motion:** Sylvia motioned to adjourned at 0944.**Second:** Scott**Aye:** Maureen, Sylvia, Diane, Scott, Don, Peter, and Clint**None:** **Abstain:** James |  |  |
|  |