

**Shorewood on the Sound Community Club  
General Membership Meeting  
Thursday, January 13, 2011  
Barrett & Patty Knudsen's house**

**Call to Order:** The meeting was called to order at 7:08PM

**Board Members Present:** President Barrett Knudsen, Vice President Tim Wilhelmi (arrived late), Secretary Kevin DeLashmutt, Past President Mike Armstrong, Directors: Bob Edgar, Chestine Edgar, Patty Knudsen, Jean Spohn, Angelica Spates (left early), Gary Gibson, Joe Cail, Patricia Haugen, Sarah Whitmyre.  
A quorum of Directors was present at the Membership meeting.

**Board Members Absent:** Director Ray Hetrick.

**Community Guests:** There were three community guests present- David Engdahl, Diane Patterson and Jason Knudsen.  
We all introduced ourselves.

**President's Report:** None.

An open comment period began the meeting. Each Club member present was allowed up to 2 minutes to comment on their feelings about the club and the direction it was going. Acting like adults, following the rules and by-laws, have clear guidelines to follow were some of the suggestions

**Reading of the minutes of the Annual meeting** was done by Joe, who noted no actual vote was taken in electing the 2011 board and officers at the annual meeting. President at the time Mike Armstrong said officers were elected by acclamation after three calls for additional nominees. Current Board members did not object to this reasoning, allowing this election result to stand. Annual Meeting minutes approved unanimously.

**Discussion on whether Sarah Whitmyre was indeed elected as a board member or not.** Some remember voting her onto the board at last October's meeting. Some do not. No record in the minutes. After some discussion Tim Wilhelmi moves to reinstate Sarah as a member of the board as of October 2010. Seconded by Patricia H. Motion passes unanimously. **Sarah will have a term in office of 2010 – 2012.**

**Addition to the Agenda** at this meeting are handled as New Action items and left to the end of the meeting. According to President Barrett each agenda addition must be submitted in the form of a formal written motion and seconded to be included in the agenda as a new action item. Five motions entered, as follows:

- 1) The Board of Directors and Officers have no restrictions on motions at a Community Club Meeting.  
Motion made by Joe Cail. Seconded by Kevin.
- 2) Community members always have the right to speak at a Community Meeting whether it is a General Meeting or a Board of Director Meeting.  
Motion made by Joe Cail. Seconded by Patricia H
- 3) No person may have any contact with club records, correspondence, finances or functions without approval by the Board of Directors.  
Motion made by Joe Cail. Seconded by Bob
- 4) All club operations are suspended until a determination of club and officer authority by an attorney.  
Motion made by Joe Cail. Seconded by Tim
- 5) Add secretary's report back on to the agenda.  
Motion made by Bob Edgar. Seconded by Tim

**Treasurer Reports** the club is solvent although savings were tapped to pay the December insurance premium. Of the 454 households listed in our records 126 pay senior dues, 150 pay regular dues, 2 had free dues for the year and 176 pay no dues at all. The club paid \$481.00 for printing in December due to reprinting of the November newsletter. Advertising revenue for 2010 was down significantly for the year and we ended the year with a deficit of \$841.93 compared with a \$5,173.95 surplus in 2009.

**Election of Treasurer:** Sarah Whitmyre is unanimously elected to be the new treasurer. Sarah agrees to get right to work with Barrett in creating the 2011 club budget.

**Members of Standing Committees** reviewed and new volunteers are requested. Results as follows:

**Ecology and Path Maintenance Committee:** Members to probably be Barb & Darrel Williams, Tom & Jean Spohn, Rand Fullington, Larry & Bonnie Moormeier, Tim Wilhelmi, Joe Cail, David Wulff, and Fred Henzi. Tim makes a motion to continue Jean as Chairman, Kevin seconds. Passes unanimously.

**Beach Committee:** Members include Tim Wilhelmi, Ray Hetrick, Kevin DeLashmutt, Joe Cail, and Jean Spohn. Joe makes a motion to continue Tim as Chairman. Bob seconds. Passes unanimously.

**Welcoming Committee:** Members not known and not discussed. Kevin nominates Sarah as Chairman, Patricia H seconds. Passes unanimously. Discussion continues as Barrett suggests that all other subcommittees fall under the control of this committee. Suggestions that this committee also be known as the Social Committee. Jean moves that we table discussion for now and that in the future we create a stand alone Social Committee under which all other outstanding committees fall. Heads nod, no vote, move on.

**Communication Committee:** Members to be Barrett Knudsen, Kevin DeLashmutt, Gary Gibson, and Bob & Chestine Edgar. Someone realizes Chestine is not a board member. She reluctantly agrees to join the board. Joe nominates Chestine to the board, Jean seconds. Passes unanimously. **Chestine's term in office is 2011 – 2013.** More discussion on membership and leadership in this committee. Jean nominates Barrett as Chairman, Mike seconds. Motion fails 4 to 8 in a hand count. Jean nominates Bob as Chairman, Sarah seconds. Motion passes 11 to 1. Kevin belatedly asks Bob if he would be willing to chair the Communication Committee. Thankfully, Bob agrees.

**Meeting Schedule for 2011:** Meetings to return back to the third Thursday of every meeting month. Locations as follows – February: Joe's house, March: Sarah's house, April: Tim's house, May: Patricia H's house, June: Kevin's house, July on the community beach, August: No meeting, September: Bob & Chestine's house, October Gary's house, November: Annual Meeting at the Shorewood Elementary school.

**Event Schedule for 2011:** Easter Egg Hunt: April 23<sup>rd</sup>, Streets of Garage Sales: June 4, SummerFest: July 23, SalmonBake: August 20, Candidate Night: October 18, Christmas Home Decorating Contest: December 18.

**Newsletter Guidelines:** Board reviews, discusses, and suggests the following changes to the guidelines created by the Communication Committee last October, but not then approved by the board: Committee review period before final printing changed from a "reasonable time" to "up to 5 calendar days." The last sentence of the first paragraph concerning review by the Board if there is significant conflict is deleted. Letters and articles can be unsigned at the discretion of the Newsletter Editor remains. Vote taken to approve the *SOTS Newsletter General Rules and Guidelines* as amended is approved 10 to 2 in a hand vote. Updated guidelines are attached to the minutes.

**Dues Invoice, Gate Code and Membership Card references:** Discussion on whether or not to include on our 2011 dues invoice that "members paying dues will receive a membership card in the mail having the updated gate code." Motion made by Gary to have the President and Secretary remove the gate code and membership card references from this year's invoice, Pat seconds. Passes unanimously. Membership cards to be discussed at a later meeting.

**Committee Reports:** Waived.

**Previous Action Items:** None noted.

**New Action items/Additions to Agenda:** Each motion accepted as additions to agenda is discussed at length. The results are as follows:

- 1) The Board of Directors and Officers have no restrictions on motions at a Community Club Meeting. Passes on a 6 – 2 vote. IE: No requirement additions and motions be in writing, etc.
- 2) Community members always have the right to speak at a Community Meeting whether it is a General Meeting or a Board of Director Meeting. Passes 100% in favor. IE: No restricted speech, or content.
- 3) No person may have any contact with club records, correspondence, finances or functions without approval by the Board of Directors. Passes 100% in favor. IE No comingling with private businesses, etc.
- 4) All club operations are suspended until a determination of club and officer authority by an attorney. Fails
- 5) Add secretary’s report back on the agenda. Passes 100% in favor. IE: BOTH reading of minutes and a secretary’s report to be on all agendas.

**Secretary Report:** Introduced Kevin (myself), who admits never being a secretary before now and resists the urge to remind everyone to talk slowly. Introduces three documents into the record:

**Letter from Bob Edgar** – 7 pages received 1/11/2011. Letter regarding meeting processes and what is and is not allowed according to our by-laws and how they are applicable to the Jan membership meeting.

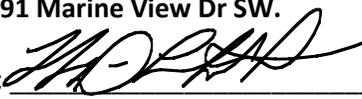
**Letter from Bob Edgar** – 4 pages received 1/12/2011. Letter regarding meeting order of business and reminding the new president what he can and cannot do in meetings according to the by-laws, including his lack of authority to dissolve any existing standing committees.

**Letter from David Engdahl and Diane Patterson** – 3 pages received 1/13/2011. Letter of complaint regarding the November-December Shorewood News, the lack of communication within the club, our current leadership’s disregard for our by-laws, and our legal obligation to follow or rules and by-laws.

**Last minute motion made by Chestine:** “We as a board endorse and support the rehabilitation of Salmon Creek.” Jean seconds. Motion passes unanimously.

**Tim makes a motion to adjourn meeting,** Patricia seconds. Everyone stands, no one bothering to count votes. Meeting adjourned at 10:57 PM

**Next Meeting: 7pm, February 17 at Joe and Margaret’s house – 12291 Marine View Dr SW.**

Secretary:   
# Kevin DeLashmutt

**Ongoing Action Items noted:**

- Create 2011 club budget..... Barrett & Sarah
- Discussion on creation of a social committee..... Board
- Get Ecology Committee names to Barrett and Kevin ..Jean
- List Welcoming Committee Volunteers, if any ..... Sarah
- January Shorewood News..... Chestine
- Modify dues invoice for 2011 ..... Barrett & Kevin
- Invoice/Survey/Shorewood News Mailing..... Communication Committee
- Membership Cards decision..... Board
- 2011 – 2012 Shorewood Directory ..... Communication Committee
- Easter Egg Hunt Chairperson needed ..... Barrett

Also noted: Create Secretary’s club rules and guidelines list ... Kevin

# SOTS Newsletter General Rules and Guidelines

Revised January 13, 2011, pg #1 of 1.

The *Shorewood News* newsletter is printed six times each year. Content should strive to be informative, prioritizing Shorewood community events and Community Club (CC) causes over other general area community activities. Article submissions and Letters to the Editor should be signed by the author but can be published without the author reference at the discretion of the newsletter editor. Prior to printing, the editor is to submit a final draft of the newsletter to the Board's Communication Committee members who will have up to 5 calendar days to review the newsletter prior to final printing. Final approval of the newsletter is at the discretion of the newsletter editor

Required content unless otherwise approved by the board: The January issue is to be sent out with the dues invoices, an event volunteer request (survey), return envelopes, and to announce the Holiday Lighting Contest winners, March with membership cards, May to announce Streets of Garage Sales and SummerFest, July to announce the SalmonBake, September to announce the Shorewood on the Sound (SOTS) CC Annual Meeting, and November to report on the Annual Meeting and announce the Holiday Lighting Contest details. The Annual Easter Egg Hunt notice should go out prior to the event in whichever issue is most appropriate. A calendar of these and other upcoming community events should be included in each newsletter. Dates and times for other events, both in the nearby communities and otherwise, may be published as space allows and at the discretion of the newsletter editor. The schedule of SOTS events is normally fixed by the Board at the January Board meeting, but can also normally be found listed at the end of each month's SOTS CC Board Minutes. A letter from the current SOTS CC President should also be printed in the newsletter if one is available.

Advertising in the newsletter is most often paid yearly, billed before the first of the year so that payment is received before the January newsletter is printed. Newsletter advertising capacity is limited to no more than one half page, divided equally into twelve to fourteen advertisements. Priorities are first for SOTS residents under the age of 16 (who advertise for free) then for resident non-professional ads, then resident professionals, then all others. No other discrimination is allowed. Final content is at the discretion of the newsletter editor. The cost of each yearly advertisement is \$40 for members and \$100 for non-members. When ads are purchased per issue the cost is \$10 and \$25 respectively. At the editor's discretion newsletters may be published before payment is received.

In the past printing of the newsletters has been done by Road Runner Printing at 120 SW 153<sup>rd</sup> St. (206) 242-4042 and [rpcopy@qwest.net](mailto:rpcopy@qwest.net). The editor should choose the most cost effective and reliable method of printing and folding available to them. Paper size is 8.5" X 14" (legal). RRP recommends we use 60# paper instead of the more common #20 because it goes through their folder without jamming. This stock should be ordered in advance or purchased and delivered to RRP prior to needing it. It generally takes RRP two days to print the newsletter. Call RRP regarding method of providing the newsletter to them for printing. The SOTS Treasurer can issue a check for payment in advance, or simply turn in receipts for reimbursement afterwards. We usually have an entire ream (500 pages) printed and the extras given to the Welcome Committee for distribution as needed.

Mailing dots or tape must be used to close the newsletter prior to mailing. Having the fold at the bottom and closing at the top is recommended. Our SOTS P.O.Box is used as the return address and it and the postage permit label are preprinted onto the mailing panel of the newsletter. Printing this panel inverted works best. Mailing labels are Avery 5160 sized. Mailing addresses are generated from the most current version of the SOTS file, which is held in trust by one of the CC officers. Phyllis font is the official logo font of Shorewood on the Sound, and appears in print as follows:

*Shorewood on the Sound Community Club*

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