

April, 2008



**DRIFTWOOD KEY CLUB**

# **K E Y N O T E S**

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**FYI:** The *Keynotes* has three objectives – to give the membership an overview of the Board activities, to provide information about activities, and to highlight issues important to the members. Comments are welcome.

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## **Board/Committee Reports**

### **Vice President – Bruce O'Connor**

A number of important decisions were made by the Board at its February and March meetings that will be of interest to members of the Club.

First, the Board adopted a new set of Swimming Pool Rules. These rules are similar to those used in previous years, but have been amended after considering suggestions from the Pool Advisory Committee. Most of the changes have been made to comply with Washington State regulations regarding swimming pools. Other changes clarify the wording, and a final provision restates other Club Policies that permit the Club to suspend access to all Club facilities to any member who violates the rules.

The full text of the new Policy CP03 follows. The Policy is also included in the new Member Handbook.

Second, the great majority of those responding to the January Keynotes inquiry of the Board favored continuance of the current pool schedule including adult swim periods. No action has occurred in the two lawsuits filed by Club members that challenged adult swim. The pool schedule will remain the same as previous years.

Third, the Board adopted an addition to its Schedule for Dealing with Unpaid (Delinquent) Dues and Assessments. For many years, the Board has sought to collect on the delinquent accounts of members by filing a lien against the member's Driftwood Key property. This approach, while inexpensive, does not work when the member's property does not sell or where there is a superior lien, like a mortgage, on the property. A few members have taken advantage, by not

paying for many years and accruing substantial amounts in their accounts with the Club. Upon advice of counsel, the Board decided to proceed by way of civil action against any member whose delinquent account with the Club equals or exceeds \$500. Each such member will be given 30 days after notice to bring his or her account current before the Club initiates a lawsuit, and any judgment obtained by the Club may be used in any appropriate collection procedure.

The full text of the addition to Policy FN01.6 follows. The Policy is also included in the new Member Handbook.

Fourth, the Board adopted minor revisions to the Marina, Harbor and Waterfront Policies. These revisions correct grammar and eliminate an outdated reference to the date of private dock lease renewals.

The full text of the revised Policy CP01.13 follows. The Policy is also included in the new Member Handbook.

Fifth, the Board approved the recording of a Notice of Corporate Documents. This notice is being recorded with the Kitsap County Auditor against each and every lot in Driftwood Key. The notice states that every lot owner is a member of the Club and that the Club is a nonprofit corporation having certain specified governance documents and rules and regulations.

A partial text of the Notice (eliminating the legal descriptions of the lots) follows.

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### **CP03 - Swimming Pool Rules**

1. Members are responsible for their children and guests while they are using the pool and pool area.
2. Each member must use the member's access card to gain entry to the pool area.
3. Everyone must comply with the posted pool schedule. Adults are those who are eighteen years of age or older.
4. Every swimmer must sign (in and out) the logbook provided.

5. Every swimmer must shower before entering the pool.
6. Every swimmer must wear proper swimming attire.
7. Children of diaper age must wear swim diapers.
8. Everyone must wear a current tag.
9. When a child of twelve years of age or less is using the pool, a responsible adult must accompany the child and be at the pool or pool deck at all times.
10. When a child between thirteen and seventeen years of age is using the pool, at least one other person must be in the pool area.
11. The safety rope must remain in place at all times. No playing on the rope is allowed.
12. No running, rough play, diving, or cannonballing is allowed.
13. No large inflatable objects, rafts, large toys, or fins are allowed.
14. The life ring, backboard and other rescue equipment are for emergency purposes only.
15. No one under the influence of alcohol or illegal drugs may be in the pool or pool area.
16. No food, gum or beverages, except plastic bottles of water, are allowed.
17. No smoking is allowed.
18. No pets are allowed, except for service dogs.
19. No one with a communicable disease or who has been ill with vomiting or diarrhea within the last two weeks may be in the pool and pool area.
20. Any member who violates these rules may have access to all DKC facilities suspended in accordance with DKC Policies BR10 and CP04.

*Approved by the Board of Trustees, February 2008*

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#### **FN01.6 - Schedule For Dealing With Unpaid (Delinquent) Dues and Assessments**

**Additional Actions:** Any member whose delinquent account with the Club equals or exceeds \$500 shall be subject to civil action by the Club to obtain the entire unpaid balance of the account, and any lien and admin costs, and any attorney fees incurred in the civil action. Prior to initiating any such civil action, the Board Treasurer shall notify the member by certified mail of the unpaid balance and any lien and admin costs, and of the Club's intention to seek payment by civil action. In the event the member does not bring the account current within 30 days of the receipt of such notice, the Treasurer shall file and prosecute to judgment the civil action with the appropriate court (depending on the amount owed). Any judgment awarded to the Club may be used in any appropriate collection procedure, including but not limited to garnishment of the member's wages and recording of the judgment against other real properties owned by the member.

*Approved by the Board of Trustees, February 2008*

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**CP01.13 - Private Dock Licenses/Club Tidelands:** Most of the private docks in the Driftwood Key harbor are built partially on tidelands owned by the individual property owners and partially on Club owned tidelands. Therefore, it is Board policy that owners of private docks in Driftwood Key be leased the appropriate Club owned tidelands and charged a lease fee every five years to cover administrative costs (3% of applicable Club expenses) plus a share of the Club insurance and property taxes. New leases are prorated so that all leases are renewed at the same time. [Notes: A private dock cost report has been established to determine the actual amounts of shared expenses. In an historic agreement many years ago, the Club agreed to not charge private dock owners any more than actual costs.] Private dock owners must adhere to the same Harbor and Facilities Rules adopted by the Board for the Marina. Any changes to and/or new construction of private docks or other structures in the harbor basin must be approved by the Architectural Control Committee according to Bylaw VI-8 and ACC Rules and Regulations for "Docks and Bulkheads."

*Approved by the Board of Trustees, February 2008*

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**NOTICE TO MEMBERS OF DRIFTWOOD KEY CLUB  
OF EXISTENCE OF CORPORATE DOCUMENTS**

Driftwood Key Club hereby provides notice to all owners of property described above and on Exhibit A hereto, who by virtue of such ownership are members of the Club, that the Club, established in 1962, is a nonprofit corporation organized under the laws of the State of Washington; that copies of the Club's Articles of Incorporation and all amendments thereto and restatements thereof may be obtained from the Washington State Secretary of State; and that members of the Club may also obtain current copies of the Club's Articles of Incorporation and Bylaws and rules and regulations from the Club itself, whose business office is located at 37608 Vista Key Drive, P.O. Box 299, Hansville, WA 98340.

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**Treasurer – Bill Cummings**

Very little to report, this month. I am working on developing a budget and it is an all-consuming task. I should report that our legal expert believes that he must request an increase in the Legal budget from \$10,000 last year to \$68,000 in the next FY.

On a brighter vein, I reported last month that our spending exceeds our projected expenditures by \$5,500. Dietmar Hell,

our treasurer the past 3 years, sent me an email to remind me that he had projected a \$5,000 deficit in last year's budget, so we are pretty much on track.

I intend to have the budget sufficiently developed that we can discuss some highlights of it at the April Workshop. I hope to have it ready for the Board to critique at the May and June Workshops and approve at the June Board meeting.

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**Building/Grounds and Pool – Jerry Matthewson**

The north Driftwood Key sign has been installed thanks to Jack and Bill Buegel. We are working on new signs for the marina, launch ramp and the beach access.

Three Board member's terms are ending June 30, 2008. The Club is looking for people who might be interested in running for a Board position. If you are interested in running for the Board, please contact any Board member.

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**Events and Fund Raising – Audrey Samuelson**

The Italian Dinner and Auction scheduled for April 12 will more than likely be rescheduled. At the writing of this notice, we have 10 people signed up (your checks will be returned). We have contacted those with Keynote emails in the office that they have until March 30 to sign up and pay for the dinner. We have some great donations by the Board members i.e., an escorted day of shrimping with many added treats, a dinner cruise, dinner for 6 on the deck while watching our great sunset, dinner at the Belltown Fire House, wine baskets, rare children books collection. It looks as if we can rescue everything but the shrimping to a later date.

Opening Day is scheduled for May 24<sup>th</sup>. The Shea's have their team in place and are well underway with their planning. Mark your calendar for a day of family fun.

Save those items or look at them twice before taking them to the dump. DK is having a fund raiser over Labor Day weekend - a seconds sale or rumage sale. The proceeds from the day will go toward improving our children's play area at DK.

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**Long Range Planning Committee – Dennis Augustine**

Long Range Planning Committee: The Long Range Planning Committee is finalizing plans to do a phone survey of a random sample of Driftwood Key Club owners next month. It will be a short survey done by phone that should take no more than ten minutes. So, when your phone rings and a neighbor is

calling, please take a few minutes out of your day to tell us how you feel about your community, what you want it to look like 20 years from now and what's important to you right now. Thank you.

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**Governance Committee – Bruce O'Connor**

The Board at its March meeting approved distribution of the Member Handbook in the form of CD ROMs to be mailed to each member. It is anticipated that this distribution will occur in April. As previously noted, hard copies also are available at the Club office. The electronic copies of the handbook on CD

ROM are advantageous, in that the table of contents includes hyperlinks that permit the user to rapidly move to the topic of interest.

All members are encouraged to review in detail the Member Handbook. This document provides the baseline for consideration of revisions to the governance documents that will be proposed to the Board by the Committee.

The text of the Preface to the Member Handbook follows.

A draft preliminary report of revisions to the Club's Articles of Incorporation has been completed and was presented to the Board for information purposes at its March meeting. The Committee will complete and present this report to the Board for approval at the Board's April meeting.

The report includes numerous revisions to the Articles. The principal revisions are:

- Adding two classes of membership – those in good standing, and those not in good standing, with the characteristics of each class being defined in the Bylaws;
- Confirming the authority of the Club over all lots in Driftwood Key;

- Identifying the legal descriptions of all lots and property in Driftwood Key;
- Confirming the ability of the Club to build up reserves;
- Clarifying indemnification of the Club's agents, e.g., its Committee chairs and members.

The Committee continues to work on a detailed review of revised Bylaws proposed by special counsel in response to the Committee's and Board's instructions late last year, and on a comparison of the ACC Rules with the governance documents.

**The Committee again encourages members to volunteer for the focus groups. Please do so by calling Bruce O'Connor at 360-638-2499 or e-mailing him at [b.oconnor@att.net](mailto:b.oconnor@att.net).**

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## **DRIFTWOOD KEY CLUB MEMBER HANDBOOK PREFACE**

This handbook is a compilation of the rules and regulations of Driftwood Key that directly affect you as an owner of a lot in Driftwood Key.

These rules and regulations consist of Governance Documents, and Policies and Procedures. The term "Governance Documents" means those documents relating to the governance of the Driftwood Key community that have been approved by the members. These are the Protective Covenants, the Articles of Incorporation of Driftwood Key Club, the Bylaws of the Club, and the Architectural Control Committee (ACC) Rules of the Club. The term "Policy and Procedure" means any rule or regulation relating to the governance of the Driftwood Key community that has been adopted by the Club under its authority and powers.

Of the Governance Documents, the most important are the Protective Covenants (Section I). This is a set of undertakings relating to your property that has been recorded with the Kitsap County Auditor. The area known as Driftwood Key has been platted into 14 different sub-divisions, each with its own set of Protective Covenants. For the most part, the Protective Covenants for all sub-divisions are identical. Differences are noted in the integrated document that is included in this Handbook.

The remaining Governance Documents take their authority from the Protective Covenants. The Articles of Incorporation (Section II) of Driftwood Key Club, of which every lot owner in Driftwood Key is a member, set forth the authority and powers of the Club and of your elected representatives, the Board of Trustees, to govern the community according to the Protective Covenants, and to own and govern Club property. The Articles are recorded with the Secretary of State. The Bylaws (Section III) set forth the specific rules by which the Driftwood Key Club acts, and the ACC Rules (Section IV) set forth rules for the use of property within Driftwood Key with particular emphasis on the construction of structures on Driftwood Key lots.

The Policies and Procedures (Section V) deal with very specific rules and regulations that regulate the actions of the Board and members in dealing with Club business and Club property.

The handbook concludes with a Schedule (Section VI) of the current dues, assessments, and fees of the Club.

### **Greater Hansville Area Advisory Council – Jerry Ulsund**

At the March 8, 2008, Driftwood Board of Directors meeting a motion was made and passed **unanimously** that the Driftwood Key Club would have a voting representative on the Greater Hansville Area Advisory Council. An additional motion was made and passed unanimously that the DKC representative would be a member of the DK Board and Gene Borgomainerio was appointed by the DK Board to represent an area solely defined by the DK boundaries.

*I would like to take this opportunity to thank all of the DK residents for the opportunity to have served as your DK representative on the GHAAC this past year. I can assure you that it was a pleasure and an amazing source of information for personal knowledge and to be able to pass on current*

*GHA, County and State information that might affect DK residents through the Keynotes each month. Over the past five years things have changed quickly in the North Kitsap area including population, traffic and construction and it is clear that a coordinated voice of all entities throughout the Greater Hansville Area is necessary to have some control over what is happening to us as individuals and neighborhoods. There continues to be numerous areas for volunteers, both here in DK and in the GHA, which will give each of us an opportunity to step up, share our time and expertise, and to have our voice heard in a positive way. I hope to see many of you in these volunteer opportunities.*

Jerry Ulsund

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### **Emergency Preparedness - Ilmar Lulis - Vulnerability**

This word is a derivative of Latin and means the possibility of being injured, wounded in battle, or scarred. In this context it means the potential of suffering an injury to a person, a project, or to our community. Injuries can be physical, material or emotional, on a personal or Driftwood Key wide scale. As a community we can suffer the temporary loss of utilities. We are already accustomed to the occasional loss of power. We may lose communications during a storm. We've experienced that too. What about water? If our water supply system becomes disarranged during an earthquake will your family have enough stored drinking water? Remember that there will be no water for other purposes such as flushing or firefighting. Your septic tank may be disconnected. How long would it take to repair a water supply system broken in many places? Probably more than 7 days. What will your family do? Where would you store your emergency water supply? Do you discard or recycle empty plastic juice bottles of quart size or larger? They make good water containers. Outside storage of your water and emergency food supply is preferable, such as tool shed, boat, spare vehicle, however freezing must be considered.

What about your prescription medications? Do you have a two week supply or preferably more? Do you keep most of them in a handy "overnight kit" together with minimal personal clothing which can be taken along as you leave your house? Do not count on commerce reviving immediately after a regional disaster.

Each of these needs mentioned is a vulnerability which can be mitigated by forethought and planned action at your family level. Unless we provide for these needs ahead of the disaster, we may have to be very creative in a hurry.

The next meeting on emergency preparedness will be on Thursday, April 24, 7 pm at the clubhouse. By that time we

may have an approval from the Board about our budget request for emergency supplies.

Just a couple people have signed up at the office for the Red Cross First Aid/ CPR course. Please consider that a necessity. It is only \$55. Until there is active interest expressed in a fire extinguisher use demonstration I will not contact NKFR for arrangements.

#### **Need Some Help Building A Personal Preparedness Kit?**

- **Build Your Own Kit:** Make sure you and your family has enough emergency food and water to see you through the first several days of a disaster. Depending on the severity and location of the disaster it may take time for help to arrive and shelters and food to become available. Two links that provide useful lists of recommended supplies and critical information are [www.seattleredcross.org](http://www.seattleredcross.org) and [www.fema.gov](http://www.fema.gov).
- **Purchase A Kit:** (I am not personally endorsing any specific sites, only providing information) [www.redcross-oregontrail.org](http://www.redcross-oregontrail.org), [www.quakekare.com](http://www.quakekare.com), [www.homefrontemergency.com](http://www.homefrontemergency.com), [www.lifesecond.com](http://www.lifesecond.com), [www.preparedness.com](http://www.preparedness.com)

#### **Recommended Items to Include in a Basic Emergency Supply Kit:**

- One gallon of water per person per day for at least three days for drinking and sanitation.
- Non-perishable food for three days with a can opener.
- Radio with extra batteries or a hand-cranked radio.
- Flashlight with extra batteries.
- First Aid Kit and first aid reference manual.
- Whistle to signal for help.
- Dust mask, plastic sheeting, and duct tape for a temporary shelter.

- Moist towelettes, garbage bags, and plastic ties for sanitation.

Tool kit.

- Prescription medicines and glasses.
- Infant formula and Diapers.
- Pet food and water for pets.
- Important family documents such as insurance policies, bank records and id.
- Cash or travelers checks.
- Sleeping bags and blankets.

- Complete changes of clothes.
- Chlorine bleach and dropper for disinfecting and water treatment.
- Fire extinguisher.
- Matches in a waterproof container.
- Personal hygiene supplies.
- Paper plates, eating utensils, and paper towels.
- Paper and pencils and pens.
- Books, games and other activities for entertainment.

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### **Notes From the Front Office – Michelle McDougall**

A member was in the office to report that they had been burglarized on Vista Key Dr. Be sure to take notice of any suspicious vehicles or activities and report it to the Kitsap County Sheriff's office.

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"NEXT POTLUCK: Saturday, April 26. Please join your fellow friends and neighbors as we share food and fun each month. A good time to catch up on local happenings and meet new friends. Social Hour is from 5 to 6pm. Potluck dinner at 6. If you have any questions, please call Geno or Constance @ 638-0286."

# April 2008

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		<b>1</b> 8:30am 10:00 Strength/ Weight Group 10:00am Art Group	<b>2</b>	<b>3</b> 8:30am-10:15 Strength/ Weight Group 12 pm DK Drifters 7:00 pm Board Workshop	<b>4</b> 8:30 am Line Dancing   7PM Pinochle	<b>5</b>
<b>6</b>	<b>7</b> 8:30 am Line Dancing  1pm Knitting Club	<b>8</b> 8:30am 10:00 Strength/ Weight Group 10:00am Art Group	<b>9</b> 6 PM PSA Meeting	<b>10</b> 8:30am- 10:15 Strength/ Weight Group  7:00 pm Board	<b>11</b> 8:30 am Line Dancing	<b>12</b>
<b>13</b>	<b>14</b> 8:30 am Line Dancing	<b>15</b> 8:30am 10:00 Strength/ Weight Group 10:00am Art Group	<b>16</b>	<b>17</b> 8:30am 10:00 Strength/ Weight Group  1pm Art Guild	<b>18</b> 8:30 am Line Dancing  1pm Bonco  7pm	<b>19</b>
<b>20</b>	<b>21</b> 8:30 am Line Dancing  1pm Knitting Club	<b>22</b> 8:30am 10:00 Strength/ Weight Group 10:00am Art Group	<b>23</b> 9am Hansville Ladies Aid	<b>24</b> 8:30am- 10:15 Strength/ Weight Group 10 am Investment Club 7PM Emergency	<b>25</b> 8:30 am Line Dancing	<b>26</b> <b>POTLUCK</b>  <b>5PM</b> 
<b>27</b>	<b>28</b> 8:30 am Line Dancing	<b>29</b> 8:30am 10:00 Strength/ Weight Group 10:00am	<b>30</b> PSA Board Meeting 7pm			

## **Board of Trustees 2007-2008**

President:	Bill Buegel	638-0071	<a href="mailto:wabuegel@mac.com">wabuegel@mac.com</a>
Vice President:	Bruce O'Connor	638-2499	<a href="mailto:b.oconnor@att.net">b.oconnor@att.net</a>
Secretary:	Dennis Hardin	638-2527	<a href="mailto:dennikrah@gmail.com">dennikrah@gmail.com</a>
Treasurer:	Bill Cummings	638-2377	<a href="mailto:WJC4462@aol.com">WJC4462@aol.com</a>

### **COMMITTEE CHAIRS**

Architectural Control	Mike Bookey	638-1193	<a href="mailto:bookeym@pachenalight.com">bookeym@pachenalight.com</a>
Building and Grounds	Jerry Matthewson	638-0204	<a href="mailto:jmatthewson@centurytel.net">jmatthewson@centurytel.net</a>
Docks & Waterfront	Dennis Augustine	638-0568	<a href="mailto:putter48@hotmail.com">putter48@hotmail.com</a>
Dredging	Bill Buegel	638-0071	<a href="mailto:wabuegel@mac.com">wabuegel@mac.com</a>
Emergency Preparedness	Ilmar Lusia	638-0039	<a href="mailto:ilmarsl@comcast.net">ilmarsl@comcast.net</a>
Enforcement	Bill Buegel	638-0071	<a href="mailto:wabuegel@mac.com">wabuegel@mac.com</a>
Events and Fundraising	Audrey Samuelson	638-2743	<a href="mailto:audreysamuelson@yahoo.com">audreysamuelson@yahoo.com</a>
Governance	Bruce O'Connor	638-2499	<a href="mailto:b.oconnor@att.net">b.oconnor@att.net</a>
Greater Hansville Advisory	Gene Borgomainerio	638-0286	<a href="mailto:gene@borgomainerio.com">gene@borgomainerio.com</a>
Key Notes	Dennis Hardin	638-2527	<a href="mailto:dennidrah@gmail.com">dennidrah@gmail.com</a>
Long Range Planning	Dennis Augustine	638-0568	<a href="mailto:putter48@hotmail.com">putter48@hotmail.com</a>
Lot Clearing	Gene Borgomainerio	638-0286	<a href="mailto:gene@borgomainerio.com">gene@borgomainerio.com</a>
Office Operations	Bill Buegel	638-0071	<a href="mailto:wabuegel@mac.com">wabuegel@mac.com</a>
Policy & Procedures	Don Jones	638-1981	<a href="mailto:djfrogg@comcast.net">djfrogg@comcast.net</a>
Pool Advisory	Jan Stibre	638-1911	<a href="mailto:toufromuspjs@centurytel.net">toufromuspjs@centurytel.net</a>
Public Safety	Gene Borgomainerio	638-0286	<a href="mailto:gene@borgomainerio.com">gene@borgomainerio.com</a>
Storm Water Management	Bob Cipra	638-2419	<a href="mailto:rfcipra@comcast.net">rfcipra@comcast.net</a>
Web Site	Dennis Hardin	638-2527	<a href="mailto:dennidrah@gmail.com">dennidrah@gmail.com</a>

### **STAFF**

Caretaker	Jack Larrison	638-2383	<a href="mailto:driftwoodk@centurytel.net">driftwoodk@centurytel.net</a>
Office	Michelle McDougall	638-2077	<a href="mailto:driftwoodk@centurytel.net">driftwoodk@centurytel.net</a>



Bulk Rate  
U.S. Postage  
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Permit #1  
Hansville, WA

Vista Key Drive/P.O. Box 299/Hansville, WA 98340