



Board of Governors Special Meeting
Agenda
May 29, 2019
6:30pm for less than 45 minutes – Annis
Cottage

Minutes of Meeting – by Jeff Annis, acting secretary for this meeting.

6:30 Call to order (Commodore Annis) at the Annis Cabin

Board members, officers and others present:

Jeff Annis	Palmer Russell	Kim Bagnoni
Mike Walsh	Eli Putnam	Don Brigdon
Steve Perun	Tim Buss	Michael Gaines
Dan Fodera	Marjorie B.	Dick Mayne

Rocky Kight

Daniel Fodera made a motion to approve compensation and benefit plan (see below)

Mike Walsh seconded the motion.

Discussion was held and the question was called.

All board members and officers present voted in the affirmative. No abstentions.

Daniel Fodera made a motion to proceed forward to hire Jack Gimble as our resident caretaker.

Rocky Kight seconded the motion.

Discussion was held and the question was called.

All board members and officers present voted in the affirmative. No abstentions.

The meeting was adjourned at 7:05 PM

Compensation and Benefits May 29, 2019

These notes concerning compensation for our resident caretaker position are provided for clarity. This is not an employment contract. Employment is “at will” for the employer and the employee.

1. Housing provided: includes basic services to the residence. Does not include satellite television.
 - a. Employer will supply the smart phone for club business use and pay the monthly fees for normal use.
 - b. Employer will provide a hot spot for internet connectivity.
2. First year salary 30k per year,
3. Raise when certified for the water license,
 - a. \$2000 per year annualized salary increase following passing certification test
 - b. Maintains certification and stays current with added training
4. Paid time off:
 - a. 2 days off per work week- arranged around work schedules, etc.
 - b. Christmas Eve
 - c. Christmas Day
 - d. New Year’s Day
 - e. Memorial Day
 - f. July 4th
 - g. Labor Day
 - h. Thanksgiving Day
 - i. Easter Day
5. \$2000 moving budget paid to use any way the employee sees fit. (rental truck, gas, hotel, etc. related to moving into the residence)
6. 10 paid workdays off as paid vacation- eligible the year following 12 months of continual employment. The intention is to provide a two-calendar week span of paid time off if requested.
 - The “year” is based on the anniversary date of the first day of employment.
 - 5 of the 10 paid annual vacation days must be used in the year following service year.
 - Up to 5 days may be carried forward to the following year.

- No more than 15 paid days off may be 'banked' for future needs.
 - Up to 5 more paid days off per year are allowed for special circumstances approved by the employer:
 - Illness of the resident caretaker.
 - Bereavement leave in case of death in the family.
 - Illness or disability of close family member.
 - After completion of the 60th continual month of employment, paid annual vacation increases from 10 days to 15 paid days off.
7. Initial year special added paid time off: (allows extra time off to handle returning to former home area for selling home, closing real estate, etc.)
 - a. Initial year of employment: 10 added days of paid leave.
 8. Adjustments in pay:
 - a. Adjustments in pay may take place at any time.
 - b. An annual assessment of compensation and performance will take place within 30 days of the anniversary date of employment.
 - c. A written assessment will be distributed to the employer's officers and board members as deemed needed.
 9. Approved travel using the employee's vehicle will be reimbursed at 50 cents per mile.
 10. Other out-of-pocket expenses, approved in advance, for the fulfillment of the requirements of the position will be reimbursed.
 11. Employer will provide office supplies, ink cartridges, printer repairs, and other supplies related to customary office functions.

