

PORT LUDLOW VILLAGE COUNCIL  
Special Board of Directors Meeting  
10:00 a.m. – 12:00 noon  
Bay Club  
March 14, 2018

President Dean called meeting to order at 10:00 a.m.

**Declaration of a Quorum**

Quorum was present per Pat Page and she announced that the meeting was being recorded. In attendance were: Bill Dean, Paul Hinton, Tam McDearmid, Pat Page, Phyllis Waldenberg, and Paul Wynkoop. Chris Spagle (designated by Gil Skinner for SBCA). Randy Deering, Gil Skinner and Caleb Summerfelt were absent.

**Amendments and Adoption of the Agenda**

In order to provide ample time for our vision and mission statement work, Bill made a suggestion to add to the agenda two 10-minute agenda items for the Health & Wellness Committee and meeting notes distribution, allowing the rest of the meeting time to be dedicated to our vision and mission statements.

A handout was distributed stating the following: "In parliamentary procedure, an agenda is not binding upon an assembly . . . or unless it has been adopted as the agenda for the meeting by a majority vote at the start of the meeting. Otherwise, it is merely for guidance of the chair." Bill indicated that not he as chair nor anyone else can dictate what goes in the agenda nor that only a single subject will be on the agenda. Only what is adopted at the start of the meeting can become the agenda.

Pat moved to approve the agenda with the addition of the two additional 10-minute items: Health & Wellness Committee and workshop meeting notes distribution.

The agenda was approved unanimously as stated.

**Health & Wellness**

Bill discussed Health & Wellness committee, which has been inactive for the past three years. A proposal/program was proposed whereby Jefferson Healthcare will assume this responsibility as provider of events and PLVC will sponsor these events.

Motion was made to re-establish Health & Wellness committee with Phyllis Waldenberg and Paul Hinton as co-chairs to work with Jefferson Healthcare. Motion was seconded and passed unanimously.

Paul Wynkoop suggested that a flu shot program be set up for the Fall of 2018 as part of the Health & Wellness Committee efforts with Jefferson Healthcare.

### **Workshop Meeting Notes**

Bill discussed the workshop meeting notes issue. Bill explained that the meeting notes were not official minutes and all notes during January and February had been distributed to all Board members. He indicated his use of the notes had been to ensure subjects moved from meeting to meeting and were not forgotten. This also was done to keep everyone informed as events were moving quickly relative to Jefferson Healthcare and other subjects on Next Door Port Ludlow.

Tam commented that once notes are in writing, they constitute de facto minutes. Pat disagreed based on the disclaimers in the written notes and stated Minutes are action items and formal decisions where notes are one person's written interpretation of what had transpired.

Paul Wynkoop and Paul Hinton commented that they liked the idea of meeting notes. The provision of the meeting notes are especially important to the members who were unable to attend a particular meeting.

Motion was made to have the secretary take notes on a summary basis of all workshop subjects and send them out to all board members. The operative word is **summary** and the notes will not be intended to be a recitation of exactly what was discussed in detail. Motion was seconded and passed.

### **Vision Statement**

After considering a number of various terms and statements, the following was presented as suggested by resident David McDearmid.

## **A VIBRANT SUSTAINABLE COMMUNITY**

Motion was made to accept the above as our Vision Statement. Motion was seconded and passed unanimously.

### **Mission Statement**

Further discussion was held regarding our Mission Statement. Again after considerable discussion it was proposed that Mission Statement be:

**WORKING TO PROMOTE, PROTECT, PRESERVE AND UNIFY  
THE PORT LUDLOW COMMUNITY**

Motion was made to accept the above as our Mission Statement. Motion was seconded and passed unanimously.

Further discussion was held regarding strategic planning and/or tactics to accomplish this mission.

**Adjournment**

Meeting adjourned at 12:00 noon.