

Clubs & Amenities Committee Meeting Minutes  
November 7, 2023 at 10:00am in the Crown Center

Present were committee members: Cherie Gilmore-Forczak (chair), Laurie Petrie, Valerie Schuyler, Gayle Waiwaiole & Mary Delamater

We reviewed some issues that have come up in some recent events. None of them seemed to require recommendations of new or adjusted rules – issues seemed to be noncompliance with existing policies and rules. Cherie will review with office and recommend office contact renters and gently remind them of rules/policies. Cherie will also investigate to see if one of the events is actually a King City club, and, if so, if we have the proper paperwork on file.

It's time for the annual registration of the clubs. We reviewed the form that the office sent out to the clubs – apparently it can be filled out online now. Office has sent this form out to the contact people for each club - we recommend that the office also send out a general email to this effect, to increase the chances that the clubs know about the registration and comply with it. We will also submit a newsletter article – Mary will work on that.

Questions have come up about alcohol at events, and Cherie has done a bunch of research, including reaching out to our insurance company and to the OLCC. From the OLCC Cherie learned that if an event 1) charges for entrance, OR 2) accepts donations, there is a specific form that needs to be filed with OLCC, plus each attendee who will drink alcohol needs to submit a form. Based on this, the committee's recommendation to the board is as follows:

- For private events (family gatherings, etc), the procedure will stay the same (completion of the alcohol addendum and getting an insurance rider)
- For events that charge an entrance fee or accept donations, the options are
  1. no alcohol
  2. hire a licensed caterer/bartender who will comply with all OLCC requirements

We decided against recommending a third option of complying with the OLCC forms for the event and the individual drinkers, as the chances of compliance issues are so large and that would put the association at risk. We believe that options of no alcohol or hire it out to professionals will shield the association from liability.

Cherie will present a report on the above and the committee's recommendation at the next board meeting.

We reviewed upcoming events and flagged some event forms with issues that need followup from the office. Cherie will bring those to the office's attention.

We appointed Mary Delamater as secretary, to free Gayle up since she does much more advisor work than Mary. Thanks, Gayle, for being such a bang up secretary for this committee these many months!

Prepared by Mary Delamater, secretary