



shelter bay community, inc. TM

Committees/Task Forces/Groups List Effective March 18, 2026

STANDING COMMITTEES

Architectural Compliance	Meets the 1 st and 3 rd Tuesday of the month @ 9:00 a.m.
Mission Statement	<i>To interpret, enforce, and administer the Protective Covenants and Rules and Regulations as they apply to member improvements, including construction, exterior remodeling, drainage on lots, ditches and culverts within the road right-of-way, and private piers and floats.</i>
Members	Mike Shannon, Chair Mike Palasz, Vice Chair Jerry Sturm, Tom Ulrich, Jim Kudella
Alternates	Scott Winter
Board Representatives	Julie Peddy & Mike Shannon
Ex Officio	Mark Sniffen (Compliance Officer)
Facilities and Amenities	Meets the 1 st Thursday of the month at 9:00 a.m.
Mission Statement	<i>To ensure facilities and amenities are fully functional, updated, safe, cost effective, and aesthetically pleasing. Drawing from the Capital Facilities Plan, the Committee will determine needs, explore opportunities for the facilities, including enhancements and aesthetic improvements, and bring forward to the Board options, specific recommendations, and plans to achieve this mission. The Committee may manage and implement projects as authorized by the Board.</i>
Members	Jack Galbraith, Chair Tom Madden, Vice Chair Bruce Romero, Ric Henderson, Linda Shipley (Garden Club Chair)
Alternates	Paul Fissenden, Alan Dietz
Board Representatives	Jack Galbraith, VP Rick Parnell
Ex Officio	Bill Palmer (Community Manager), Lawson Earl (Project Manager), & Robert Vandeventer, (Maintenance Supervisor)
Green	
Mission Statement	<i>To manage and oversee the trees, shrubbery, and views of the Community in accordance with the governing documents of Shelter Bay Community Inc. for the enjoyment and safety of the Community and its members.</i>
Members	All duties of this committee are done by the Community Manager and Staff by order of the Board effective 1-15-25
Harbor	Meets the 2 nd Tuesday of the month @ 3:00 p.m.
Mission Statement	<i>To oversee the management and operation of the Shelter Bay Marina and Harbor and make recommendations to the Community Board of Directors.</i>
Members	Phil Attneave, Chair Bruce Romero, Vice Chair Ron Fortier, Tom Madden, Brad Howton
Alternates	Jim Cushman, Paul Neave
Board Representatives	VP Rick Parnell, Mike Shannon
Ex Officio & Staff	Derek Woods (Harbormaster), Steve Shipley (Assist HM), Riley Reynolds (Compliance Officer) Bill Palmer (Community Manager)
Rules	Meets the 1 st Tuesday of the month @ 2:00 p.m.
Mission Statement	<i>In accordance with the By-Laws, to interpret, enforce and propose changes to the By-Laws, Protective Covenants, and any regulations made by the Board, and impose such fines and take such actions as may be necessary and proper for the enforcement of any of these documents. The Rules Committee, in coordination with the committees, is responsible for reviewing committee guidelines for compliance with the governing documents.</i>
Members	Susan Brown, Chair

	Britt Wisniewski, Vice Chair Randi Freidig, Susan Olsen, Maya Carlin
Alternates	Bob Doupé, Mike Palasz
Board Representatives	Julie Peddy & Secretary Pro Tem Nancy Shimeall

ADVISORY COMMITTEES

Communications	Meets the 2 nd Thursday of the month at 1:30 p.m.
Mission Statement	<i>Through utilization of the Website, Newsletter, and other forms of communications and technology, to disseminate news and information regarding the operation, governance and management of Shelter Bay and note events of general interest. Responsible for making recommendations to the Board on communications-related issues. The Committee is responsible for making recommendations to the Shelter Bay Board of Directors on communications related to issues impacting the Community.</i>
Members	Jim Barrett, Chair Carolyn Caporgno, Vice Chair Debbie Galbraith, Peter Volum, Susan Duffin (Webmaster), Margaret Lavendar, & Lisa Versteegh
Board Representatives	Treasurer Lois Watson

Finance	Meets the 1 st Wednesday of the month at 3:00 p.m.
Mission Statement	<i>To be familiar with and review materials related to the finances including but not limited to: budgets, capital plans, reserve studies, member assessments, delinquent accounts/collection activities, profit and loss statements, balance sheets, investments, audit reports, and tax reporting documents. To review, investigate and make recommendations to the Board concerning actions of a financial nature.</i>
Members	Lois Watson, Chair (Treasurer) Kate Black, Vice Chair Jennifer Johnston, Linda Barrett, & Raymond Nelson
Board Representatives	Treasurer Lois Watson, Rod Proctor
Ex Officio & Staff	Bill Palmer (Community Manager), Erik Lindeman (Accounting Manager)

Safety	Meets the 1 st Monday of the month at 1:00 p.m.
Mission Statement	<i>Identify public safety and security issues in the Community; working with the Manager and Compliance Officer support the enforcement of safety related issues; recommend cost effective solutions to safety and security issues; provide safety education and prevention awareness; and maintain the Community's Firewise status through the promotion of fire safety and education activities. Work with the Greenbelt Committee on fire fuels reduction.</i>
Members	Brad Reading, Chair Carolyn Caporgno, Vice Chair Ted Taylor, Dan McCaughan, Kevin Jackman, Paul Neave
Board Representatives	Sec Pro Tem Nancy Shimeall & Rod Proctor

Social & Recreation	Meets the 2 nd Wednesday of the month @ 2:00 p.m.
Mission Statement	<i>To promote social and recreational activities that will interest and involve a broad sector of the community. The Committee is responsible for recommending to the Board enhancement of recreation facilities and equipment to promote their mission.</i>
Members	Katie Reading, Chair Kasey Jensen, Vice Chair Cathy Echert, Lynn Parnell, Leslie Levenberg, Joyce Nugent, Louise Kari, Ann Lebel, Linda Sovie, Margaret Lavendar, & Rafaela Morillas
Board Representatives	Wendy Poulton

TASK FORCES

Green Committee	Meets at the call of the Chair. Sunsets when mission is complete.
Scope of Work	<i>It is the mission of the Board appointed Green Task Force to assist Shelter Bay Staff in their management and oversight of trees, shrubbery, and view of the Community in accordance with the Green Committee Guidelines and governing documents of Shelter Bay</i>
Members	Jan Paul & Cate Grinzell
Board Representatives	Julie Peddy & Sec Pro Tem Nancy Shimeall

All Board Members may be called upon to provide a quorum, if needed.

