

Board Meeting Minutes

August 22nd, 2023

Present: Destiny Hagest, Mike Haskett, Pat Olive, Richard Allard, Marv Harris, Dianne Bradford, Stan Harris,
Absent: Barb Quick

I. Call to order

II. Flag salute

Motion 1: Pat moves to excuse Barb Quick from meeting. Seconded. Unanimous.

III. Board meeting protocol

IV. Member comments

- A. Right of ways were paved during the paving. A rule change is needed to prevent this going forward.
- B. The process for submitting rule changes will go into the September newsletter.
- C. Addressing the buildup of weeds around the stormwater filter in the Memorial Garden.
- D. Spigot at marina slip A39 requires maintenance. Request for updates on the A dock maintenance. Question of reducing price for owners who have a slip in the maintenance zone. Mention of putting the option to switch to an updated slip in the newsletter
- E. Member comment from Mike on reducing the number of birds and seals in the marina.
- F. Red line by the bridge will receive a "Pedestrian Safe Zone" line

V. Approve minutes of July 26th, 2023

Motion 2: Pat moves to approve July board meeting minutes. Richard seconds. Unanimous.

VI. Treasurer's report — Mike Haskett

VII. Committee, board member, management reports

- A. President's report — Patricia Olive
 - 1. Volunteer reimbursement procedure
 - 2. Board training on August 29th, 2023 at 6:00pm

Motion 3: Dianne makes a motion to approve Pat's proposal to require board members to approve volunteer expenses and complete a PO. Richard seconds. Unanimous.

- B. Management report — Mike Haskett

1. Event insurance
2. FAQ draft
 - a) Dianne brings up that we should put how to contact for accounting questions in the newsletter. Destiny suggests putting the FAQ up on the website.
3. Bank account reallocation

Motion 4: Pat moves that we accept the outlined bank account reallocation that Mike Haskett has proposed for our funds. Richard Allard seconds. Unanimous.

- C. Architecture report — Destiny Hagest
 1. Variance request on Whitecap. Stan's project on Channel Drive.
 2. Process for notarization and submitting new projects.
 3. Updating the easement forms on the website so the owner doesn't have to pay for extra filing fees. Stan to redo his paperwork.
- D. Compliance — Dianne Bradford
 1. Waiting on attorney review for board approval of proposal
 2. Compiling a prioritization report for out of compliance properties.
- E. Marina — Stan Harris
 1. Work updates, logs floating away (cables going missing), pilings update, forming a marina committee
- F. HR related topics — Pat for Barb
 1. Search continues for supervisor
- G. Parks and rec — Barb Quick and Dianne Bradford
 1. Wanagan update:
 - a) Contractor has stepped back from the process, interviews have been started to replace him. No bids received yet.
 2. Memory garden update:
 - a) All projects funded by volunteers. Invitations to members to plant drought-friendly plants in the garden.
 - b) Proposes to update community sign
 - c) Asking for staff help with side-trimming trees in memorial garden

Motion 5: Dianne makes a motion to investigate replacing the community sign with volunteer funds. Richard seconds. Pat requests that Dianne put together a proposal with two different designs to bring to the board at the next meeting.

- H. Roads and Stormwater — Marv Harris
 1. Update on paving project
- I. Water and waste water — Richard Allard and Patricia Olive
 1. WWTP equipment purchase
 - a) We have bids to replace the equipment. This equipment is essential to wastewater management.

Motion 6: Richard moves that we accept the bid from Advanced Electrical Technology to put in a dissolved oxygen SensorNet Controller and associated components in the wastewater treatment plant for up to \$20,000 (to come out of the restricted reserves). Dianne seconds the motion. Unanimous.

2. Special assessment projects update
 - a) Funds received, drillers are working, hit water at 755 feet.

- b) Water meter installation will provide residents with advance notice ahead of their section being worked on.
 - c) Some areas with poor pressure will see a boost in pressure once the booster pump is installed.
 - 3. Revised telemetry installation plan
- VIII. New business
 - A. Member-facing communication update — Destiny
 - 1. Reminder to board to set up Microsoft accounts
 - 2. Making sure committees have access to their respective folder, use trustee as a point of access
- IX. Unfinished business
 - A. Shower setup — Dianne
 - B. Member comments — capturing action items in minutes, details on Wanagan, strategic planning session
- X. Executive session

Motion 7: Pat moves that we go into executive session to discuss legal and personnel matters. Richard seconds. Unanimous.

- XI. Adjourn

Motion 8: Pat moves that we sever our relationship with CSI to install our telemetry on Well #2 using the letter from Dille Law to contact CSI. Richard seconds. Unanimous.

Motion 9: Pay moves that we hire American Pump and Electric to install a telemetry system for the estimate of \$48,626.75, to spend no more than \$57,000 from our special assessment fund. Richard seconds. Unanimous.

Motion 10: Pat moves that we adjourn executive session, Dianne seconds. Unanimous. Meeting adjourned.