

RIIA BOARD MEETING
February 28, 2011

Board Attending: Charlotte Crain, John Rosendahl, Trish Burnett & Anne Scea. Trustees: Dawn Stanton, Russ Ranger, Mike Neil, Sarah Brown, David Paly, Rich Swenson.

Members Attending: Tina & John Shoemaker, Tom Straub, Ruth & Ron Martin.

Those attending the meeting introduced themselves.

Approval of the January minutes as emailed was passed.

Request to Add Agenda Items: Island Manager position.

Members Request to Address Board: None

Treasurer's Report: Board members received the financial reports by email.

- Monica Butler & Louis Labayen will review the Vanguard & Bank of America financial statements prior to the Annual Meeting & give a report.
- Anne has been sending the monthly billing in the absence of a Manager.

Collections:

- The 69B property has filed Ch. 13 bankruptcy rather than a trustee sale. John clarified his understanding that for bankruptcies **we can only bill for amounts due from the date of filing going forward; amounts due prior to filing will be part of the bankruptcy & we cannot bill these amounts.**
- Parcel #230 has paid the full delinquency when sold.
- Anne has advised Wells Fargo the proper parcel number (274) for payment.
- West Sound is billed monthly for #221A.
- John R. will contact Lucy in March to discuss our delinquent accounts.

New Business: 2011/12 Budget Proposal

- The Budget committee consisted of: Monica Butler, RJ Argenzio-West, Louis Labayen, Gabrielle Gibbert & Anne.
- The proposed budget is based on historical expenditures.
- Overall our financial statement looks very positive.
- Due to delays in permitting & the short window available for work to be done, current bridge repairs cannot be completed prior to the end of our fiscal year. As a result we will not spend this year's allocation and will need to include twice the amount for bridge repairs in the new 2011/12 budget.
- Paly was concerned that not spending our current budget amounts would appear that we did not need a dues increase.
- Some members of the board thought it important to clarify the ending balance (shortfall) of this year's budget. Repairs to the bridge that were not completed in 2010 were added as a line item into the 2011 Budget under Bridge Expenses.

- It was agreed that we need to provide a side by side comparison of this year's budget with the proposed budget to clarify that our expenses do require the dues amount approved last year.
- If dollars are not spent during any current year, the dollars cannot be carried over to the next year. Annual budgets should reflect what will actually be needed for that year.
- It is planned that the Island will again approve waiving an audit due to the expense.
- It was moved & passed to approve the proposed budget.

Old Business:

Island Manager:

- Charlotte reported that a committee was formed to interview the applicants for the Island Manager. Three on-island and 1 off-island candidate expressed interest.
- The off-island candidate is experienced with other HOA's & gives HOA seminars four times a year at the request of the County. She also has access to insurance & legal advice and comes highly recommended by her current clients.
- Anne would not suggest converting to an accrual system because of the tax implications, & that will not be required as previously indicated.
- Although the manager's phone would be off-island, it could be redirected to another number on-island outside of business hours (Monday thru Friday).
- On site presence by the offsite manager beyond the first Board meeting & thereafter Annual Meetings will incur a fee of \$100/hr.
- Having an off-island manager would require some duties by volunteers such as key distribution, monthly Board meeting liaison, cash payments, & parking notices. It was generally felt these could be absorbed.
- Is it a long term benefit to the Island? Members will need a contact. Typically the Chief Officer (President) would be the Island liaison.
- Mike Neil suggested the Committee involved with the interviews make a recommendation to the Board for approval. The majority of the Committee recommended the off-island Manager.
- The Board approved the recommendation to hire HOA Community Solutions on a month to month contract. Charlotte will follow-up with a contract for March 1st, & notify the other applicants of a decision. Juanita Carbaugh will attend the March Board meeting as part of her contract.

Bridge:

- Dawn provided handouts of estimated costs for bridge replacement , continued maintenance or phased reconstruction.
- The Bridge Committee met February 27th, & is recommending to the Board that we move forward for a membership decision at the May Annual Meeting.
- Dave Paly moved that we approve the Bridge Committee's recommendation for bridge reconstruction and a membership vote in May. Motion was approved. He also commended Dawn for her hard work.
- Dawn suggests that we will need several workshops to prepare for the decision & will email date & time.
- Do we need an island meeting prior to May? Some information will be included in the March newsletter. It was felt that bridge information provided last year was very helpful to the members, and the dues increase granted as a result of the presentation of information.

Roads:

- Rich provided the estimate for re-ditching & widening of the road along Maple & Alder Lane. The cost will be about \$3800 to be done this spring.

- Potholes will also be done this year; may wait on the bridge holes.
- The proposed budget includes dollars for re-ditching along the island.
- Exeltech would like to offer information to the Board.
- Rich would like to include some information in the March newsletter about the planned tree/limb trimming.

Security: None. As a side note, it was suggested that “deer off” after every rain is effective.

Communication:

- The web page is up, & Dawn would appreciate help with the posted information.
- It was suggested that we will need simple, easy to understand information about the bridge & budget decisions.
- We need to consider those members not attending the meeting(s) to ensure all are invested in the process. One idea was to contact members directly & obtain a written opinion.

Respectfully submitted,
Trish Burnett, Secretary