

**RIIA BOARD MEETING MINUTES**  
**November 18, 2013**

The meeting was called to order by President, Charlotte Crain, shortly after 7:00 PM at All Saints Center. Introductions were dispensed with.

**Board Attending:** Charlotte Crain, President, Anne Scea, Treasurer, Sarah Brown, Secretary, Trustees: Jud Morris, Mike Hirko, Trish Burnett and John Rosendahl, **Absent:** Rich Swenson, VP and Trustees Dave Paly and Jim Cushing.

**Members Attending:** Doug Van Doren, Tom Straub, Jim McReynolds and Richard Jenson

**Member's Request to Address Board:** Member, Richard Jenson, will present a request to the Board when the "Roads" agenda item is discussed.

**Approval of Minutes:** Minutes of the October 21st, 2013 Board meeting were approved with corrections. Minutes of the September 16th meeting were discussed: "road easement issues" verbiage was amended. Secretary will revise the wording and resend to Board members for approval.

**Treasurer's Report:** Treasurer, Anne Scea, submitted treasurer's reports by email to Board members on November 14, 2013. A draft of the annual audit is ready -- Anne will ask Juanita Carbaugh, Mgr, to email audit to Board members. Anne led a brief discussion about the audit and the annual tax returns. We paid an estimated tax of \$10,000 when we filed an extension in September but will receive part of that back as a refund.

There was a discussion of various money issues connected with the bridge replacement project. Charlotte reported that the bridge cam will be operational within a week -- this will be ours to keep after the project is complete. Anne reported that she did a dry run on draw requests, forwarding all receipts to USDA and the Farm Bureau and drawing on our line of credit with the Farm Bureau. Both entities are satisfied with the procedure

**Managers Report:** Juanita Carbaugh emailed Manager's report to Board members on November 14, 2013. She reported that our insurance broker is looking for replacement Umbrella insurance as Liberty Mutual will not continue to offer. Regarding the collection of dues from delinquent owners: She has emailed the Board a report by Dave Britton, Attny, which identifies three owners on whom he recommends moving forward with legal action. These three have been selected from our original list of six. It was agreed that, unless there are objections from Board members after rereading the emails, Charlotte will ask Juanita to proceed with the notice to members that is required prior to proceeding with legal action against any of our members.

**Bridge:** A progress report by Roger Hansen, Bridge Owner Representative, dated 11/15/13, was distributed to Board members. Some aspects of the report were

discussed. Regarding a cost-reducing redesign of the gas main location, Jim McReynolds, Bridge Finance chair, reported that USDA has requested that that change any other proposed redesign changes should be run by them -- Jim will talk to Bruce Whittle about this request. The timing of the bridge one-way lights was discussed, with some members expressing frustration with long wait times. Charlotte will check with the contractor to see if timing could be improved and will update our communications on this subject as well as the upcoming camera installation. It was reported that 30 piles will be delivered by Dec. 2nd and will be installed from the water. Charlotte said she will request updates and changes in the website from Gene Barkin so that it is more up to date.

#### **Committee Reports:**

**Roads:** Richard Jenson, Island member, had a question for the Board. He is selling both lots, 28 and 31, and wants to assure his buyer that adequate septic lines can be assured for these lots as he had requested and had been approved some years ago. He asked the Board to grandfather this prior approval. During the discussion, John Rosendahl said he remembered this request which was previously approved after considerable study. He moved, Jud Morris seconded and it was passed unanimously, that if Mr. Jenson gets the necessary approvals from the adjacent lot owners, we will agree as long as the line goes across the road in a perpendicular manner.

It was reported that a pick-up truck has been parked alongside Raft Island Dr at lot 78 in such a way as to impede visibility and is a safety hazard. The driver of the truck has ignored our previous verbal requests so Charlotte will ask Juanita to write a letter to the homeowner asking that the truck be moved or risk having it towed. Also, concern about the removal of "children at play" signs near lot 78 was brought up by Jud. Tom Straub said the signs have now been reposted.

There are some trees and shrubs which seem to be overgrown and are leaning over the road at lot 62. Charlotte and Scott Woods, Roads Chair, will contact the homeowner.

**Security:** There was concern expressed about the bridge construction site -- it might attract trespassers who steal construction materials. Charlotte said that since we will have cameras installed in the near future, it would be helpful to have a sign about the area being under surveillance. Tom will talk to the contractors about such a sign.

**Emergency Preparedness:** Doug Van Doren, EP Chair, reported that there was a meeting last week in which our Emergency Plan (already drafted, recently reviewed) was presented. The Board will be asked to approve the plan by late summer. The plan should be put on the website after approval.

**Old Business:** There was an update on the lot 197A situation. The lot owner, Douglas Branson, has apparently applied for a permit to build a spec house in violation of our previous agreement. Charlotte will ask Juanita to proceed with the lien on the property because of non payment of annual dues.

**New Business:** Mike Hirko led discussion of a proposed formal policy about:

- how best to record Board actions with respect to identifying names and lot numbers of Island members against whom we place a lien or take legal action or other action which requires a decision from the Board.
- how to record votes of minority Board members on decisions which are not unanimous.  
It was moved, seconded and passed that the official minutes of Board meetings would record all decisions concerning specific members with full names and lot numbers and that Board members voting in the minority or abstaining would also be identified by name in the minutes. That way, Board of Trustee meetings would be a legal record and useful to present and future parties. Mike has drafted a "Member Privacy" policy, which is attached to these minutes.

There being no further business, the meeting was adjourned at 9:00 PM

Respectively Submitted,

Sarah Brown, Secretary