

RIIA BOARD MEETING MINUTES

October 20, 2014

The meeting was called to order by President, Rich Swenson, at 7:00 PM at All Saints Center. Board introductions were made. Rich said that Larry Minturn, the representative from Pierce County's Sheriff's office, who was to speak to our meeting tonight was apparently unable to attend but would be here next meeting. He will address security issues, including his assessment of a possible security camera installation.

Board Attending: Rich Swenson, President, Charlotte Crain, VP, Sarah Brown, Secretary, Anne Scea, Treasurer; Trustees: Mike Hirko, Jim Cushing, Trish Burnett, Doug VanDoren and Linda Karle. **Absent:** Trustee, Jud Morris.

Members Attending: Island members Mike Neil, Tom Brown, Scott Wood and Kandy and Michael Tayman.

Request to add agenda items: The issue regarding a gate which was installed across Cedar Lane will be discussed later in the meeting.

Member's Request to Address Board: None

Approval of Minutes: Minutes of the September 15, 2014 meeting were approved as read.

Treasurer's Report: Treasurer, Anne Scea, submitted Treasurer's reports to the Board by email on October 14th which included the USDA Outlay Report totaling funds paid to date on the bridge project. Anne said that all bridge costs were included and that other than a small credit from Farm Credit Bureau, we are done. She said we will continue this year's dues through the end of the fiscal year (June 2015) and that next year's dues including final long-term loan payments will be calculated at that time. We will have to make significant changes to our By-laws to reflect the changed dues calculations.

- **More financial discussion:** The \$600K left in the BRF referenced in earlier communication, will be available for roads, etc. if we have 100% collection of expected dues, less if not. We have to set up a separate reserve fund as part of the bank's loan requirements and we will have our own reserve with funds originated from the BRF. This money can be kept in investments or set aside in money market.
- **Investment Committee report:** Mike Hirko, chair, has emailed report to Board members and reported that we had about \$195K in the General Fund and \$806K in the BRF at the end of September. Of the \$806K, about \$175 is in the Treasurer's BRF checking acct, \$105K in stocks and bonds and the rest in a money market fund.

Managers Report: Managers report from Juanita Carbaugh was emailed to board members on October 15th – several items were discussed:

- we received payment from Schultz (lots 83 and 54) against whom legal action has been taken but don't have further information such as whether or not it was full payment. Charlotte will ask Juanita for details.
- We need to know status of all parties against whom we've instituted an action for outstanding debt. Jim Cushing said that after you get a judgment you can question a

defendant about bank accts, assets, etc. Rich will ask the attorney for a report of status and next steps for each party.

- Rich summarized the issue involving two homeowners on Cedar Lane (#s 191 and 195). The Board was brought into the matter by the Island Mgr. after communication with the County and Fire Dept apparently failed to resolve the dispute. An Executive Session of the Board was held by conference phone last Monday and a letter drafted by attorney John Burleigh was sent to the noncompliant homeowner. Rich reported that the issue has been resolved for now.

The problem unearthed by this dispute was the fact that the status of three of our roads is in question. The plats and re-plats listed in our CC&R's do not include Maple, Cedar and Alder Lanes as Island roads. Ownership and maintenance of these "private" roads was discussed at length by Board members with no clear resolution. It will be a problem in future road replacement plans.

Bridge:

Documents: Rich presented four USDA loan documents representing the original Board resolution and three loan resolution security documents for the three USDA 30 year loans to sign. Anne Scea made a motion to approve verifying and signing of the resolutions. Trish Burnett seconded and the motion was passed unanimously with one Board member absent.

Maintaining our new landscaping on both sides of the bridge was discussed. Tom Straub has been doing the watering and all the work connected with these areas and the Board is grateful for his efforts. There are various loose limbs and branches on the mainland side of the bridge which should be removed. Weeds are starting to grow in the new areas. We will get an estimate for regular maintenance. Also, a committee to maintain the landscaped areas could be formed.

It was decided that a new committee, **the Road Replacement committee**, will be a subset of the Roads committee. They are tasked with putting together a plan with various scenarios for funding and time frames for implementing replacement of our aging roads. If we are to budget for roads replacement next fiscal year, we will need a long-term plan to present at the annual meeting. We already have a deposit of about 50% (from the remaining BRF) for a possible loan for the estimated cost. Jim McReynolds will head up the committee. He said that one possibility would be another USDA loan at current interest rates for ten years.

Committee Reports:

Parks and Recreation: No chairperson has been found. Mike Neil has a possible volunteer whom he will contact.

Roads: Scott Wood, Roads Chair, reported on recent progress: Potholes are done for the year until next spring; ditching has been done though the ditcher was unable to reach a few areas – (eg. lot #s 184, 221); four places need additional drainage work; some drainage pipes and culverts need to be cleaned out as some are plugged with dirt, plants and debris. That work will be done in the next few weeks.

Security: Charlotte said that we currently have a Comcast security camera set up on the bridge, costing us a small amount each month that was installed during the bridge construction. We are able to look at the bridge/Island entrance online. The question is would the current camera be useful for future security purposes? and do we want to keep paying for

it? Mike Neil, committee chair, would like to table the discussion until next month when the Sheriff's representative will be here to speak to the issue.

Emergency Preparedness: Doug VanDoren, Emergency Preparedness chair, led a brief discussion about an emergency plan for the Island. We should publicize in the newsletter or website measures families can take to prepare for emergencies (a major earthquake for example). We currently have no plan for evacuation or long term survival on the Island.

Communication:

- **Newsletter:** The October newsletter has just gone out and reportedly was well received.
- **Website:** Rich has emailed a list of needed updates and corrections for the website. He asked Board members to go online to review that list and determine other out-of-date items that need changing. Charlotte, Jim McReynolds and others will compile a list of needed updates. Sarah Brown will forward and discuss implementing the changes with Gene Barkin, webmaster.
- **CC&Rs & By-laws:** The Board discussed the need to review and update our governing documents in light of recent major changes in dues collection policies and other updates. It was pointed out that one of our attorney's, Barker-Martin, at one point recommended extensive changes which they would propose to draft for our approval. Since such legal work would be very expensive, it was suggested that we could draft updates ourselves without involving an attorney. Rich will speak to RJ West about the feasibility of such an approach. The Board was asked to take a look at the documents in order to have further discussion of what we could do ourselves.

There was no further business; therefore the meeting was adjourned.

Respectively Submitted, Sarah Brown, Secretary