

RIIA BOARD MEETING MINUTES

November 17, 2014

The meeting was called to order by President, Rich Swenson, around 7:00 PM at All Saints Center. Board introductions were made

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

Members Attending: Island members RJ and Jerry West, Tom Straub, Jim McReynolds,.

Request to add agenda items: None

Member's Request to Address Board: None

Approval of Minutes: Minutes of the October 20, 2014 meeting were approved as read with minor corrections made previously by email..

Treasurer's Report: Treasurer, Anne Scea, submitted Treasurer's reports to the Board by email on November 14th. There were no questions about the reports. She submitted a copy of the draft annual audit prior to the meeting and led a discussion about the results. One item concerned the auditor's assessment of our investment policy documentation which we agreed is OK and another item of concern is our documenting of the funds we have transferred from the BRF to General Funds. It was felt that such funds should be in a separate account – part of our "reserves". Anne said that we will look at our accounting for bridge replacement, operating fund and reserve fund at the end of the year and determine reserves as a separate item on our books next fiscal year. Anne also mentioned that our federal tax return was done with a total due of \$36,593, a bit over the 30K budgeted.

Managers Report: The monthly report from Juanita Carbaugh was emailed to board members on November 13th – several items were discussed regarding collection of back dues from delinquent members:

We received copies of emails from Attny David Britton, whom we have hired to pursue judgments against seriously overdue homeowners. Rich summarized the findings:

- We have judgments against four of the properties: Jenson, #s 28, 30, Getty, #s 211, 213, 215, Hollenbeck, #222 and Schultz, #s 54, 83. We are considering moving against two others: Selver, #16 and Wentlandt, #134.
- A decision needs to be made whether or not to proceed with a Sheriff's sale, foreclosure or other asset seizure for these serious debt accounts.

The board discussed the judgments. It was stated that past dues partially paid would go to the oldest debt first. Jud asked whether we have a policy for those who are making progress on paying past dues. It was suggested that we notify debtors that we will go after their assets unless they establish a payment plan. We can give Juanita the wording to use in this correspondence. It will be a Supplemental Proceeding requiring a response. We'll know by January what the next step will be.

Bridge:

Copies of a letter from Karl Karcher of Exeltech to the Gig Harbor Fire Dept were viewed by the Board. The letter officially informs the Fire Dept that the new Raft Island Bridge has been completed and has passed various state requirements. It suggests a new weight limit of 50 tons be posted for fire vehicles.

Karl Karcher emailed Rich a suggested future schedule for maintenance and inspection of the bridge. This includes sweeping the bridge deck every two to three weeks. This type of maintenance plus additional approach roadway and landscaping care will require additional time and labor and likely increase our grounds maintenance fees. We have a list of Contech Certified Maintenance Providers. Or, Tom Straub will continue to provide this service. It was agreed that such care will be important to best maintaining our new asset. Karl also estimated future bridge inspection costs (\$4,500 based on year 2014 costs).

Committee Reports:

Parks and Recreation: Shawn Taylor has agreed to serve as our new Parks Chairman.

Roads: Scott Wood, Roads Chair, was absent. However, a discussion occurred regarding the parking of vehicles alongside the roads.

- Mike Hirko said we have previously had this discussion and concluded that according to our By-laws, such parking could be permitted as long as it didn't create a hazard or become an abandoned vehicle.
- RJ said that enforcing the County's 60' easement rule to our roads might lead to our having to widen the road to that limit and having to maintain it in the future.
- The recent complaints of a truck parking on a particular corner of RI Drive, creating a hazard, was discussed. The Board concluded that it was appropriate for Juanita to send a letter to the homeowner; however, such complaints in the future should be investigated by the Roads Chair who would inform the Board which would request such a letter be sent if a true hazard exists.
- Doug said that vehicles driving or parking to the side of a road could hasten deterioration of the roads.

Jim McReynolds and Doug Van Doren reported on the activities of the Road Replacement committee. They have met several times, are trying to define the type of road required and doing background work on the costs. The committee will probably have a recommendation in January. Anne said that any recommendation requiring funds will have to be made by February for budget purposes, (Budget deadline for next year is March.)

Parking Passes: Board discussed the parking stickers issue: Mike Neil, Security Chair, has recommended we order larger stickers, to be attached to specific cars. Homeowners could fill out a parking form around the time of the annual meeting to be submitted in addition to their ballot. The discussion concluded:

- Larger stickers next year
- Sticker would not contain the lot # but would show a number which identified the lot.
- We will re-key the South Beach gate periodically

Emergency Preparedness: Waiting for FEMA to return the forms submitted

Security: No discussion

Communication: Regarding the revision of our By-laws and CC&Rs – RJ has agreed to head a committee to make the needed changes for next year’s ballot. Because of our new loan payback requirements, the dues policies will change and must be reflected correctly in our legal documents. Juanita has a list of changes needed. Those who would like to help with this project should send their names to RJ.

There was no further business; therefore the meeting was adjourned at 8:15 PM.

Respectively Submitted, Sarah Brown, Secretary