

RIIA BOARD MEETING MINUTES

June 15, 2015

All Saints Center, Raft Island

The meeting was called to order by President, Rich Swenson, outside, at All Saints Center. Board introductions were dispensed with.

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

Members attending: Island members Jim McReynolds and Scott Wood.

Request to add agenda items: Two items, requested by Jud, will be discussed later in the meeting. Linda Karle, retiring Board member, wished to thank the Board for all their work in connection with bridge and road issues. She brought cookies but will have to leave early. Linda was thanked for her participation.

Member's Request to Address Board: None

Approval of Minutes: Minutes of the April 20th Bd. meeting were not approved due to lack of a quorum. They will be approved as soon as another Board member arrives.

Workers needed: While waiting for another Board member, there was a discussion about the need for a Parks & Recreation Chair and for grounds and landscape maintenance workers. Rich will email a possible volunteer for Parks chair. Rich passed out for comment, a list of duties to be performed by a new landscape maintenance manager. There were some suggested revisions. He'll revise and send out "Landscaping Maintenance Rules". He suggested we search for any business cards that potential landscapers may have left around.

Approval of Minutes and Treasurer's report: Anne Scea arrived, making the needed majority for a quorum and the minutes of April 20th were approved as corrected on line. She had submitted monthly Treasurer's reports by email which were approved by the Board.

- Anne said the Quickbooks accounting system will be moved over to the new accounting system on June 30th.
- The Board discussed the bad debt associated with the O'Hail account (lot #110). The home was abandoned around 2010, the bank foreclosed in 2012 and we collected a significant amount of the balance due at that time. According to the Island Manager, It's likely we won't be able to get the remainder (\$4,160.69). Charlotte made a motion that we write off \$4,160 on this account as "bad debt". The motion was seconded and passed unanimously.
- Anne said the annual audit was contracted at the end of spring by the same firm as last year. Jim McReynolds suggested we send a request for audit to a different auditor next time, for, hopefully, a lower bid.

Managers Report: The monthly report from Island Manager, Juanita Carbaugh. was emailed to Board members on June 11th .

- The Board discussed two delinquent accounts for which we have summary judgments. Getty's (lots 213, 211, 215) have offered to pay off less than the full amount, we have

countered and they have until the end of the month to decide whether or not to accept our offer. Our Attorney, David Britton, will continue to follow up. Selver (lot #16) has not responded to the judgment. The Attorney has advised not to go the foreclosure route as we don't want to get into the real estate business. We need to determine the next steps in this case.

- Distribution of parking passes and stickers through the mail is continuing successfully. Juanita has sent out coupon books for next year's monthly collections and will expect some questions from members about the first payment.
- Jud said he has been noticing a very large truck with car trailer which has parked in several places around the Island: parking lots and at the side of Madrona Drive. It was determined that if we can confirm the name of the owner of the truck, we will have Juanita send a letter advising him that he may not park on the Island, except temporarily.

Committee Reports:

Bridge: It was suggested we put Exeltech's list of bridge maintenance items on the website. Scott said a trap was needed for the drain catching run-off from the east side of the road. Rich will talk to Roger Hansen, bridge construction manager, after discussing the problem with Tom Staub.

Roads:

- **Brush cutting:** There was a discussion of our brush cutting policies viz-a-viz the standards for maintaining each lot's plant growth alongside the road. In the past three years, the contractor has decided how to cut roadside foliage based on his professional experience, without input from homeowners. Jud would like to be able to handle his own property, if cutting is necessary. It was determined that since cutting occurs in June or July, any homeowners wishing to handle the task individually, should be able to follow the guidelines, do any cutting required and post a sign for the contractor well before those dates.
- Jud congratulated the Board on two projects that occurred while he was serving: the boat ramp replacement and the bridge replacement – well done in spite of obstacles.!
- Scott Wood, Chair, brought up the subject of painting our speed bumps. They are faded, chipped and hard to see. He volunteered to do the painting with help from Doug and others. The board will pay for the materials.

Parks and Recreation:

- **North Beach bulkhead and bulkhead stair repair:** Jim McReynolds discussed finding the original State/County bulkhead construction documents. They don't picture stairs or anything beyond the bulkhead line. The builder, Mark Roulst, of Pacific NW Bulkhead in Olympia, looked at the photos of the bulkhead and stairs taken by Mike Hirko. He said the bulkhead seemed to be OK but the stairs are undermined with water. He'd recommend breaking up the stairs, shoving the debris into the hillside and rebuilding. Mark was asked to contact Charlotte when he is available to view the problem in person.
- As we have no Parks Chair, Rich will put the maintenance job out to bid. He'll talk to Juanita about the process.

Road replacement Phase I: Jim McReynolds has been working at finding a candidate for the surveying part of an Island road rebuild (Phase I, which was approved at the Annual meeting). He has met with Charlotte, Rich and the Roads Replacement committee. He said there were not many candidates bidding but was able to recommend Richard Day who has all the

qualifications needed though he is not a certified engineer. His references are excellent and he has good contacts with experts in the field. Jim passed out a resume, reference and bid package to Board Members. Richard Day's current billing rate is \$115/hr. He would be able to have an estimate in cost to present to members soon. In discussion, it was brought up that we need to survey all roads including those not part of RIIA's responsibility, in segments, to know what we are dealing with. RD believes he could complete the survey by end of summer. Jud moved we hire Richard Day of RJD & Associates for the Phase I road assessment on all the roads on the Island. The motion was seconded and passed. Regarding a contract with RD, Rich recommended we use the template for the bridge contract, developed by Roger Hansen. Rich agreed to be the point man in communication with RD.

Scott mentioned that he had tried to contact Bates Technical School regarding our roads project but has had no response.

Emergency Preparedness: No new news

Security: Matt Hurley has volunteered to work with Mike Neal on Security next year.

Communication: No news from Website and Newsletter

Old/New Business: Betty Perry and Juanita have sent out emails and distributed flyers Island wide to advertise the upcoming Raft Island Community Party, which will take place on Sunday 6/28/15, from 2:00 until 7:00 PM, outside on the lawn at All Saints Camp. Betty has requested that RIIA underwrite up to \$300. Anne moved that we underwrite up to \$300 for the party. The motion was seconded and passed.

No further business and the meeting was adjourned at 8:45 PM.

Respectfully submitted,
Sarah Brown, Secretary