**ROLLING HILLS-GLENCAIRN**

**BOARD MEETING MINUTES**

**March 12, 2019 @ 7:00 pm**

**Vice President, Kathleen Parvin, called the meeting to order at 7:20 pm.**

**Board members attending: Eugene Hartman, Kathleen Parvin, Dan Kelly, Carol Goeth, Chris Otto, and Frank Walls. Absent: Bob Simpson**

**Also attending: Office Manager, Ruby Hall, Office Assistant, Becky Kelly and four members.**

**Approval of Minutes-**

* Mr. Kelly moved to approve the minutes of the February 12, 2019 meeting. Ms. Goeth seconded the motion. Motion passed unanimously. Minutes of February 12, 2019 board meeting are approved and entered into the association records.

**Public Comment-**

* Cars were reported in the beach parking lot after dark. A member will research installation of gates for the entrance to the beach, including pedestrian access. A permit may be needed. Ms. Hall will look into lighting.
* ‘No Diving’ and ‘Swim at Your Own Risk’ signs will be posted at the pier. Bird spikes or cones on the pilings were suggested.
* Watering may help limit damage from borer beetles that are killing fir trees.

**Grounds and Community Report-**

* Surveyor is working to get the survey of Lot 43, Block 2 recorded at the county. Pins have been set. Ms. Hall will draft a letter requesting all encroachments be removed.
* Tree branches were cut back near the office to improve visibility.
* A member has a collection box at 1008 Diane Ave. for personal women’s products that are donated to local organizations to help homeless girls and women. It is part of I Support the Girls charity. Their flyer will be posted in the office and information can be put on the Neighborhood Watch Facebook page.

**Dock/Pier Report**

* The DNR requested design details for the float, including the spud material and footprint, and grate material and amount of light reaching the water. Mr. Carlson of Carlson Marine Construction requests board members view the float after the DNR approves the design.
* The boat ramp is being undermined by tides. Ms. Parvin will contact DNR about a possible grant for shoreline restoration because of shifting sediment.

**Clubhouse/Pool Report-**

* Four lifeguards are returning from last year.
* The pool will open for the season on June 14, unless Coupeville extends its school year.
* A member asked about opening the pool for a longer season.
* The multiport valve will be replaced. Expenses will be within the pool budget.

**Water Report –**

* No Island H2O water report for February.
* Unaccounted water for January was 16.00%. Digital meters need calibration.
* A signed copy of the 2019 contract with Island H2O was requested.
* New signs for the Full System Flush are needed.
* Ms. Hall will schedule a full system flush in April so as to maintain the twice per year schedule.
* A solar light for outside the water plant door was purchased.
* Ms. Parvin contacted Island County’s Hydrogeologist, Doug Kelly, requesting a presentation to members about local aquifers. She also asked Dennis Mehinagic, the state’s water engineer, to speak about our system’s water quality. The meeting would be scheduled for late April or early May.

**Bookkeeper/Office Report –**

* February 2019 preliminary financial reports were reviewed.
* The Water Revoked account for 991 Diane Ave has been paid in full. It was the last WR Account.
* Budget planning for 2019/2020 fiscal year
* There will be no dues raise with the 2019-20 budget. The board will reconsider raising dues with 2020-21 budget.
* The division of funds for the 2019 Water & Facilities Assessment was discussed.
* The Water Reserve will be reduced by approx. $50,000 for the cycle stop valve project.
* The Facilities Reserve will likely be drained by the current repair to the float.
* Several upcoming maintenance items were considered during budget discussion
* Clubhouse roof needs repair or replacement.
* Shed roofs need replacing.
* Basketball court backboard replacement
* New billing software is needed.
* Future pier repair
* Upgrade street lighting with LED’s
* Make an extra loan payment
* Pool decking
* Locking gate at pier
* Annual newsletter ideas were discussed
* Board of Trustee positions expiring June 30, are #7--Kathleen Parvin & #3—Chris Otto.
* Possibly include a homeowner’s survey about their use and satisfaction with the water and facilities.

The board reviewed payroll in a closed session during the regular board meeting. (9:15-9:30 pm)

* Ms. Parvin motioned to increase the pay for monthly water meter reading (increase by $70) and monthly clubhouse maintenance (increase by $25). Raises for all other positions were given based on experience. Mr. Hartman seconded the motion. Motion passed unanimously. Mr. Kelly abstained from the voting.
* Lifeguards pay scale will be determined by the pool manager dependent on experience and within the pool budget.

The meeting adjourned at 9:45pm.

The next regular board meeting is scheduled for April 9, 2019 at 7pm.

Submitted for approval by Ruby Hall.