**ROLLING HILLS-GLENCAIRN**

**BOARD MEETING MINUTES**

**May 14, 2019 @ 7:00 pm**

**President Eugene Hartman, called the meeting to order at 7:00 pm.**

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

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

**Approval of Minutes-**

* Mr. Simpson moved to approve the minutes of the March 12, 2019 meeting. Ms. Parvin seconded the motion. Motion passed unanimously. Minutes of March 12, 2019 board meeting are approved and entered into the association records.
* Mr. Simpson moved to approve the minutes of the April 9, 2019 meeting. Ms. Parvin seconded the motion. Motion passed unanimously. Minutes of the April 9, 2019 board meeting are approved and entered into the association records.
* Mr. Kelly moved to approve the minutes of the April 19, 2019 budget meeting. Mr. Simpson seconded the motion. Motion passed unanimously. Minutes of the April 19, 2019 meeting are approved and entered into the association records as corrected.

**Public Comment-**

* Mr. Drum presented information about gates for the beach parking lot. Ms. Parvin will do a feasibility study of gate options, find out if a permit is needed, and see if the Citizen Patrol could check the parking lot.

**New Business-**

* Ms. Coppage resigned from the board on February 12, 2019. Mr. Simpson, motioned to appoint Mr. Steve Baker in her stead until the end of the position term on June 30, 2020. Ms. Parvin seconded the motion. Motion passed unanimously.
* Mr. Simpson moved to revoke signing privileges for Ms. Juliabeth Coppage from Heritage Bank checking account ending in 8773 and USDA Restricted CD ending in 918 and add Mr. Steve Baker to both. Ms. Parvin seconded the motion. The motion passed unanimously.
* As Treasurer, Mr. Kelly retains primary control of Rolling Hills Glencairn Community Service, Inc. funds.
* Current board members with signing authority (checking & CD) are:
* Mr. Eugene Hartman, President
* Ms. Kathleen Parvin, Vice President
* Mr. Daniel Kelly, Treasurer
* Mr. Chris Otto, Secretary
* Mr. Frank Walls, Trustee
* Mr. Bob Simpson, Trustee
* Ms. Carol Goeth, Trustee
* Mr. Steve Baker, Trustee

**Grounds and Community Report-**

* Lot 43, Block 2 survey and recording it at the county is complete. Final cost $5420.00. The fence at issue has been moved.
* Pruning and disposal of the overgrown tree branches next to the office was $421.21. Removal of the poplar tree next to the water plant was recommended by The Fair Trade. No decision made.
* The board agreed that the baseball field could be used for little league tee ball games between Central and North Whidbey teams. Mr. Otto will improve the field on his own time. The back board is also in need of repair.

**Dock/Pier Report**

* Ms. Hall, Ms. Parvin and Mr. Hartman visited Carlson Marine Construction on May 8, to view the float. The bid is $35,643.82 including tax, disposal of foam filled tires, grating replacement and return towing.
* Shoreline grants may be available for beach restoration and repair of the boat ramp. Ms. Parvin will look into it.

**Clubhouse/Pool Report-**

* The pool will open Memorial Day weekend and the weekend of June 15 and 16. The summer schedule will begin June 19.

**Water Report –**

* Reviewed April 219 Island H2O water report.
* Unaccounted water for March 2019 was 16% and for April was 16.3%. The flush on April 18th used 120,000 gallons decreasing the April loss to 11%. Waiting on parts to repair the 2 leaking hydrants.
* A low level water alarm sounded 2x this month. Mr. Simpson explained; Well #1 always runs, Well #2 is added for increased demand during the summer. Well #3 is typically held in reserve.

**Bookkeeper/Office Report –**

* April 2019 preliminary financial reports were reviewed.
* Annual newsletter including the 2018 Consumer Confidence Report, 2019-20 proposed budget, and pool information and application was mailed May 4th.
* Mr. Hartman motioned to send a 30 day notice to the owner of lot 10, block 7 (962 Carl Ave.) requiring that they pay their past due account within 30 days, or their water connection will be revoked. Ms. Parvin seconded the motion. Motion passed unanimously
* New water service was installed by Karl’s Site Development at 1160 Paul Ave. Cost $1270.43

**Annual Meeting Planning-**

* Reviewed 2018 Annual Meeting minutes.
* Reviewed 2019 Annual Meeting agenda
* The annual meeting begins 1pm. Board members will meet at 11am for set up.

The June 11, 2019 board meeting is cancelled. Notice will be posted in the monthly newsletter and a notice will be posted on the clubhouse door. The next regular board meeting is scheduled for July 9, 2019 at 7pm.

The meeting adjourned at 8:50pm.

Submitted for approval by Ruby Hall.

Approved by Eugene J. Hartman (President) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_