**ROLLING HILLS-GLENCAIRN**

**BOARD MEETING MINUTES**

**November 10, 2020 @ 7:23 pm**

**President, Eugene Hartman, called the meeting to order at 7:23 pm.**

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

**Also attending: Office Manager, Ruby Hall, Office Assistant, Netra Jadhav.**

**Approval of Minutes—**

* Ms. Parvin moved to approve minutes of the October 13, 2020 meeting. Mr. Otto seconded the motion. Motion passed unanimously. Minutes of the October 13, 2020 board meeting are approved and entered into the association records.

**Public Comment-**

**Bookkeeper/Office Report—**

* Reviewed October 2020 preliminary financial reports
* Office printer will be replaced with a refurbished one of the same model.
* Reviewed letter to Members with active RV occupation
* Considered By-laws and 2nd residence policies

**Clubhouse/Pool Report**

**Dock/Pier Report—**

* The Fair Trade Landscaping has the gate lock for fabrication and installation at the beach.
* Members can begin picking up key cards in the office beginning November 25th

**Water Report—**

* Unaccounted water October was 15.77%. After known issues, unaccounted water loss is reduced to approximately 6%.
* Including 2 leaks on Penn Cove Road and approximately 20K gallons flushed, post repair.
* Full system flush on October 22nd used approximately 160K gallons
* Reviewed Island H20 Report for October 2020.
* The State DOE will not give a permit to discharge water softener brine waste to the ditch or anywhere else on site. Reclamation alternatives will be investigated.
* Island Diesel performed annual maintenance on the generator November 10, 2020
* Skagit Farmers refilled the generator with diesel on September 24, 2020
* Reviewed Back flow meter requirements and testing. Refer to 2007 SWSMP.

The meeting adjourned at 9:23pm. The next regular board meeting is scheduled for December 8, 2020 at 7pm at the clubhouse.

Submitted for approval by Ruby Hall.