**ROLLING HILLS-GLENCAIRN COMMUNITY SERVICE, INC.**

**BOARD MEETING MINUTES**

**August 10, 2021**

**President, Eugene Hartman called the meeting to order at 7:07 pm**

**Board members attending: Eugene Hartman, Kathleen Parvin, Alexandria Johnson, Chris Otto, Ian Armitage and Tahira Bradley. Absent: Dan Kelly & Frank Walls**

**Also attending: Office Manager, Ruby Hall, Office Assistant, Netra Jadhav and Sandra Bodamer from King Water**

**Approval of minutes**

* Ms. Parvin moved to approve minutes of the July 13, 2021 meeting. Mr. Otto seconded the motion. Motion passed unanimously. Minutes of the July 13, 2021 board meeting are approved and entered into the association records.

**Public Comment**

**Water Report**

* Sandra Bodamer from King Water gave the water report for July 2021.
* The water loss data is off, Ms. Hall will continue to research with King Water.
* A full system flush is scheduled for September 22nd and 23rd.
* King water is working with WA DOH to finalize sanitary survey responses.
* The Small Water System Management Plan needs to be updated per WA State DOH. Ms. Parvin will submit a fee proposal for her time to update the SWSMP.
* Reviewed Davido Engineering proposal for engineering and pilot testing for the filtration system replacement. Cost is $39,560. Ms. Parvin motioned to accept Davido’s proposal as outlined. Ms. Johnson seconded the motion. Motion passed unanimously.
* Discussed loans as a payment option for the water filtration system. Ms. Hall and Ms. Parvin will follow up.
* The generator test run failure last month was due to age and extreme heat. Island Diesel will be replacing the heater engine coolant unit.
* There was no response from the EPA for request to join PFAS voluntary testing program.

**Bookkeeper/Office Report- Ruby Hall**

* Reviewed the June 2021 financial reports.
* Reviewed July 2021 preliminary financial reports.
* Reviewed the clubhouse rental policy. Ms. Bradley motioned to update the Clubhouse Rental Policy for frequent users as follows. Members using the clubhouse four or more times within one month would receive a discounted usage fee of $30 per use. Ms. Johnson seconded the motion. Motion passed.
* Washington Cares Act is a new mandatory long term care insurance that will be funded by a payroll tax to employees beginning in Jan 2022, to be collected by employers and filed quarterly.
* Reviewed the June 5, 2021 annual meeting minutes draft.

**Grounds and Community Report**

* The office is receiving complaints about residences that have sheep, roosters, turkeys, goats and pigs. Office staff will send letters to violators on behalf of the Board of Trustees.

**Clubhouse/Pool Report –**

* Chlorine is no longer in short supply.

**Meeting adjourned at 9:05 pm. The next regular board meeting is September 14, 2021**.

Submitted by Ruby Hall, Office Manager