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

**BOARD MEETING MINUTES**

**December 14, 2021**

**President Eugene Hartman called the meeting to order at 7:01 pm**

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

**Also attending: Office Manager, Ruby Hall. Office Assistant, Netra Jadhav and Sandra Bodamer from King Water, and 5 community members.**

**Approval of Minutes**

* Mr. Otto moved to approve the minutes of the November 9, 2021 meeting. Ms. Parvin seconded the motion. Motion passed unanimously. Minutes of the November 9, 2021 board meeting are approved and entered into the association records.

**Public Comment**

* Mr. H requested the water filtration diagram be uploaded to the community website. Can the board look into grants to help pay for the water plant upgrades? Mr. H offered to help.

**Bookkeeper/Office Report**

* Reviewed November 2021 preliminary financial reports.
* The Audit is ongoing & should be done soon. Interim bill of $8,000 was paid on 8/14/21.
* ASP billing software transition to Vision UB2 is scheduled for February 2022. Ms. Hall is working with tech support to determine new computer requirements.
* Vision Municipal Solutions sold to Triple View Technologies.

**Water Report**

* Reviewed November 2021 King Water report.
* Engineering update-The reservoir/basin conversion will begin on Wednesday 12/15/21 and will be done Friday 12/17/21.
* November 2021 water loss is -147 % (sold more than produced) Ms. Bodamer will look into getting the meters calibrated.
* The coolant heater was replaced on the generator and the annual service was completed on 12/8 & 12/9. AA Electric installed the wiring for the coolant heater.
* Ms. Parvin continues to work on the SWSMP.
* Mr. A is still looking for replacement valves for the water plant. He is working with a rep from Aqmatic.
* The fire hydrant on Allyson St/Donald Ave will be replaced not repaired.
* The reservoir gauge is broken, Ms. Bodamer will have it looked at to see if it can be repaired or replaced.

**Grounds and Community Report**

* The beach gate is repaired. Mr. Otto will pick it up.
* Ms. Parvin is working on the by-laws changes as recommended by Mr. Cohen. Upon completion, she will email the draft to the board members for review before sending it back to Mr. Cohen for further review.

**Clubhouse/Pool Report**

* The clubhouse roof has been inspected by one roofing company. Ms. Johnson is waiting for the estimate. She is reaching out for more bids.
* The Bridge Club is no longer renting the clubhouse weekly.

**Dock/Pier Report**

* Mr. Otto will be looking into security for the beach entrance.

**New Business**

* Ms. Bradley resigned from the board of trustees as of 12/14/21, she is moving.

Meeting adjourned at 8:53 pm.

The next regular board meeting is January 11, 2022.

Submitted by Ruby Hall