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

 **BOARD MEETING MINUTES**

**AUGUST 9, 2022**

**President, Eugene Hartman called the meeting to order at 7:02 pm**

**Board members attending: Eugene Hartman, Kathleen Parvin, Dan Kelly, Chris Otto, Austin Harris & Alexandria Johnson. Absent: Frank Walls & Eric Bowden**

**Also attending: Office Manager, Ruby Hall, and 5 community members.**

**Approval of Minutes**

* Mr. Otto motioned to approve the minutes of the July 12, 2022 meeting. Ms. Parvin seconded the motion. Motion passed unanimously. Minutes of the July 12, 2022 board meeting are approved and entered into the association records.

**Public Comments**

* Thistles & noxious weeds are not all removed from fence lines and back yards.

**Water Report**

* King Water report for July 2022
	+ Engineering-no update
	+ Well #4 pump & downpipe replaced 8/9/22. It will be back in service after electrical is complete.
	+ There is a main line water leak in front of the water plant. Repair is scheduled for August 11, 2022.

**Bookkeeper/ Office Report- Ruby Hall**

* Reviewed June 2022 financial reports
* Reviewed July 2022 preliminary financial reports
* The 2nd quarter 2022 expenses for the Filtration System Upgrade is $10,328.70. Mr. Otto motioned to pay this expense from the Water Reserve fund. Ms. Parvin seconded the motion. Motion passed unanimously.
* Ms. Parvin motioned to open a Business Interest Checking account at Key Bank and transfer the Community Reserve fund with the Executive Board as signatories as follows:Mr. Eugene Hartman, President, Ms. Kathleen Parvin, Vice President, Mr. Daniel Kelly, Treasurer, and Mr. Chris Otto, Secretary. Mr. Otto seconded. Motion passed unanimously.
* Ms. Parvin motioned to engage Larson Gross for a compilation audit & corporate tax filing for the FYE June 2021-22 at a cost of $7-9K plus corporate tax filing. Ms. Johnson seconded. Motion passed unanimously.

**Pool/Clubhouse Report**

* Patrons experienced current transfer when touching metal surfaces at the pool. AA Electric replaced the ground wires & connections. PSE replaced the neutral connections at the pole. This seems to have eliminated the stray current.
* Ms. Johnson motioned to hire JVA Roofing to replace the clubhouse roof using 60 mil PVC membrane and increase the pitch using poly-iso panels. Estimated cost $24,892.30 plus expenses for unseen structural repairs. Mr. Kelly seconded. Motion passed unanimously.

**Grounds and Community Report**

* Access to water meters is increasingly being inhibited by vegetation, dirt, etc. Meter readers will begin placing door hanger notifications. If corrective action is not taken, someone will be hired to do the work and the fees will be passed on to the homeowner.
* Doran Fence was asked to repair the Basketball court fence-no update

**Dock/Pier Report**

* Mr. Otto motioned to hire Simply Decks & Fences to repair the handrail on the pier. Estimated cost $3916 plus materials. Mr. Harris seconded. Motion passed unanimously.
* 3M Armorcast Structural material has been discontinued by the manufacturer. Ms. Hall will purchase what can be found for the patch.

Meeting adjourned at 8:25 pm.

The next regular board meeting is **September 13, 2022 at 7pm.**

Submitted for approval by Ruby Hall