**ROLLING HILLS-GLENCAIRN**

**BOARD MEETING MINUTES**

**August 13, 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, Chris Otto, Steve Baker and Frank Walls. Absent: Carol Goeth.**

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

**Approval of Minutes-**

* Mr. Simpson moved to approve the minutes of the July 16, 2019 meeting. Mr. Kelly seconded the motion. Motion passed unanimously. Minutes of July 16, 2019 board meeting are approved and entered into the association records.

**Bookkeeper/Office Report –**

* July 2019 preliminary financial reports were reviewed.
* Mr. Simpson motioned to have Edwards & Associates, CPA’s perform a review audit for the 2018-2019 fiscal year. Mr. Kelly seconded the motion. Motion passed unanimously.
* 2 booster pumps were purchased for the water plant. Funds will be expended from the water reserve fund.
* The two lots owned by Mr. Bakke’s estate are 4 months past due. Ms. Hall has notified them that mowing is required by August 20, 2019 and that there are past due balances on their accounts. If mowing is not completed by the 20th, Mr. Kelly motioned to have the lots mowed and to file a lien at that time. Ms. Parvin seconded the motion. Motion passed unanimously.
* The Whidbey Island Conservation District will be allowed to rent the clubhouse for a workshop on September 21, 2019. Topics include lawn maintenance and waste management in the Penn Cove Watershed. A flyer will be included in the September billing.

**Grounds and Community Report-**

* Block 2, Lot 39 (Nienhuis) has been sold. It is adjacent to RHGC’s Block 2, Lots 40 & 41, which encompasses Well #3 and its restricted space. Boundaries for RHGC’s lot need to be marked before a drain field and house are installed on the neighboring lot.
* The Fair Trade included an apology letter for incorrect billing of the June field mowing. The letter was included with the August 4, 2019 statements.
* The picnic shelter was vandalized on the night of 8/8/2019 with spray paint. On 7/20/2019 the float was nearly disconnected from the pier. Measures to discourage future vandalism were discussed. A thank you gift was discussed for Ms. Weatherford for painting over the graffiti.
* Complaints have been received in the office regarding roosters on Donald & Shawn Avenues. Ms. Hall will reach out to the owners and ask them to find new homes for the roosters.
* In response to neighbors’ complaints, Ms. Parvin will draft county complaints for 4 residences with junk cars accumulating on their properties, uncut tall weeds, and having a business in a residential neighborhood. (964 Donald Ave, 968 Donald Ave, 966 Shawn Ave & Bakke Estate on Riepma Ave)

**Dock/Pier Report-**

* Maintenance to the piling caps was completed in July.
* No response from Doran Fence for beach gate bids.

**Clubhouse/Pool Report-**

* Annual Health Department inspection found no violations or corrections.

**Water Report –**

* Island H2O reports for the past three months were submitted shortly before the meeting. They were reviewed.
* Unaccounted water for July was 8.4%.
* The cycle stop valves are scheduled to be installed the second week of September.

The meeting adjourned at 8:15pm. The next regular board meeting is scheduled for

September 17, 2019 at 7pm.

Submitted for approval by Ruby Hall.