**ROLLING HILLS-GLENCAIRN**

**BOARD MEETING MINUTES**

**January 14, 2020 @ 7:00 pm**

**President, Eugene Hartman, called the meeting to order at 7:03 pm.**

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

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

**Approval of Minutes—**

* Mr. Kelly moved to approve the minutes of the November 12, 2019 meeting. Mr. Simpson seconded the motion. Motion passed unanimously. Minutes of November 12, 2019 board meeting are approved and entered into the association records. No board meeting was held in December.

**Bookkeeper/Office Report—**

* November and December 2019 preliminary financial reports were reviewed.
* Heritage bank checking account for capital projects (##6319) was opened on December 3, 2019.
* To avoid penalties from the IRS, the audit & taxes must be complete by September 15th, annually.
* The boundary line adjustment (BLA) of Lot 18, Block 2, Glencairn Div. #1 between Jon & Susan Rodiek and Patricia Rickman is for the entire lot. The number of lots does not change as the Rodiek’s are required by the BLA to combine their lot (Lot 5, Block 1, Glencairn Div. #1) as well.

**Grounds and Community Report—**

* A certified letter will be sent this week to the owner of a rooster on Donald Ave. following further complaints.
* The Fair Trade submitted a bid for fencing and a gate at the beach parking lot. An updated bid will be requested with sketch & chain link fencing.
* Ms. Hall recently found used needles on the beach and in the picnic shelter.

**Water Report—**

* Unaccounted water for November was 19.75% and December was 18.72%. Leaking hydrants may be the cause.
* Island H2O water report for November was reviewed. No Island H2O December report received.
* Reviewed fourth quarter DBP report, no violations or triggers.
* Cycle stop valve project is in progress and waiting for electrical work.
* An executive meeting will be held Thursday, Jan.16, 2020 at 6:30pm to discuss Mr. Breilein’s performance. He will be asked to join the meeting at 7:00pm.

**Clubhouse/Pool Report—**

* Thom Lawless of Rapid Wi-Fi is looking into providing internet service connecting security cameras around the clubhouse/pool.
* Mr. Lawless can also provide internet service in the clubhouse. This would allow for wireless security. Mr. Otto will review security systems.

**New Business—**

* A draft amendment to the bylaws was reviewed.
* Budget items for the 2020-21 budget were considered.
* The Reserve Study recommended an initial dues increase of $20.00 to build reserve funds to $1.7M. The dues were increased by $10.00 at that time (2018). A further increase of $10.00 is being considered.

The meeting adjourned at 8:43 pm. The next regular board meeting is scheduled for

February 11, 2020 at 7pm.

**RHGC Executive Session minutes**

**January 16, 2020 @ 6:30pm**

**Board members attending: Eugene Hartman, Kathleen Parvin, Chris Otto, Bob Simpson, & Dan Kelly. Also attending: Office Manager, Ruby Hall and Jon Breilein from Island H2O.**

The board met to discuss-

Contractual obligations with Island H2O

Progress of the cycle stop valve installation.

No decisions were made nor votes taken.

**Meeting was adjourned at 8:30 pm**

Submitted for approval by Ruby Hall.