**ROLLING HILLS-GLENCAIRN**

**BOARD MEETING MINUTES**

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

**President, Eugene Hartman, called the meeting to order at 7:00 pm via ZOOM.**

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

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

**Approval of Minutes—**

* Mr. Simpson moved to approve the minutes of the March 10, 2020 meeting. Mr. Baker seconded the motion. Motion passed unanimously. Minutes of the March 10, 2020 board meeting are approved and entered into the association records.

**Water Report—**

* Unaccounted water for March was 8.96%. Three water plant filters were repaired. A bell joint leak near 1677 Penn Cove Rd. was repaired, further reducing unaccounted water.
* First quarter TTHM and HAA results were reviewed.
* Cycle stop valve installation was completed April 3, 2020.
* The drainage valve from the small reservoir is broken and is being repaired.
* Full System Flush is scheduled for Thursday, April 23rd.
* One of three aging pumps for the small reservoir has failed. Mr. Kelly motioned that two high efficiency pumps be ordered and installed to replace all three. Funds will come from the Water Reserve Fund. Ms. Parvin seconded the motion. Motion passed unanimously.
* Ms. Parvin moved to accept the estimate of $7000 to remove the pressure tank from Island Handyman Services LLC (Drew Olsen). Mr. Simpson seconded the motion. Motion passed unanimously. It is part of the cycle stop valve project.

**Bookkeeper/Office Report—**

* March 2020 preliminary financial reports were reviewed.
* Mr. Simpson moved to accept the proposed 2020-2021 fiscal budget without a monthly $10 increase in dues. Mr. Kelly seconded the motion. Motion passed unanimously. The increase in dues is deferred until next year and will be included in the annual newsletter.
* Office staff will continue to make payment arrangements at their discretion with additional consideration of Covid 19 hardships.
* Mr. Cohen filed a lien against John L. Dahll, Block 2, Lot 6, Rolling Hills Div. #1. The current balance is $794.49, including legal fees.
* Dedications of the four plats comprising Rolling Hills-Glencairn are each somewhat different and will be sent with the proposed bylaws amendment and enforcement resolution to Mr. Cohen for review.
* Mr. Simpson moved to cancel the June 6, 2020 annual meeting due to the Covid 19 virus. Approval of the budget and bylaws amendments and board of trustee elections will be by proxy ballot and must be submitted by June 6, 2020. Mr. Otto seconded the motion. Motion passed unanimously.
* A website for the community is being created. It is Rollinghillsglencairn.com. Cost will be approximately $10 monthly for hosting and $16 annually for the domain.

**Grounds and Community Report—**

* Christian’s Towing removed an abandoned vehicle from our Lisa St. property on April 7th.
* A sign was posted at the basketball court to restrict players to one household at a time for maintaining social distancing.

**Dock/Pier Report—**

* The abandoned boat at the beach parking lot has disappeared.
* Discussed outflow diffuser stabilization repair. Work should be done by hand. Mr. Folkestad will be asked if he’s available.
* The boat ramp is settling and needs to be repaired.

**Clubhouse/Pool Report—**

* Internet will be installed at the clubhouse during the week of April 20th.
* Reviewed CDC statement regarding Covid 19 and swimming pools.
* Proposed pool schedule was reviewed. The schedule includes restrictions that would limit risk of exposure to COVID 19 by allowing private pool use. Increased sanitization and cleaning is included.

The meeting adjourned at 8:20 pm. The next regular board meeting is scheduled for

May 12, 2020 at 7pm.

Submitted for approval by Ruby Hall.