**ROLLING HILLS-GLENCAIRN**

**BOARD MEETING MINUTES**

**August 11, 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, Chris Otto, Frank Walls, Steve Baker, Bob Simpson and Dan Kelly. Absent: Carol Goeth.**

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

**Approval of Minutes—**

* Mr. Simpson moved to approve the minutes of the July 14, 2020 meeting. Mr. Otto seconded the motion. Motion passed unanimously. Minutes of the July 14, 2020 board meeting are approved and entered into the association records.

**Bookkeeper/Office Report—**

* Reviewed the June 2020 final financial reports.
* Reviewed July 2020 preliminary financial reports.
* USDA Reserve Heritage Bank CD renewed on July 8, 2020 with $244.75 interest for the past year.
* Discussed water rates & dues for lots with 2 permanent residences/double occupancy. A list of relevant residences will be compiled for the next meeting.
* The new bylaws amendments includes a clause for habitation of temporary structures with enforcement and fines. At this time, additional fees will not be charged for camping trailers and RVs being used as 2nd residences. Pool cards and gate passes will not be issued to these tenants.
* The audit book will be turned over to the accountant August 19th. This year will be a full Audit.

**Clubhouse/Pool Report—**

* Health Dept. inspection was July 16th. There were no violations.
* The pool will be open through Sept. 14th, possibly September 20th if there is continued usage.
* The Coupeville School District requested permission to establish a mobile hotspot at the clubhouse parking lot. Mr. Otto will verify access is restricted to students only.
* Mr. Wall will inspect the clubhouse stove to see if repair or replacement is needed.

**Dock/Pier Report—**

* The gate pass application is available on the website.
* Locks for the gate continue to be researched.

**Water Report—**

* Unaccounted water for July 2020 was 6.57%
* Reviewed the July Island H2O water report.
* IOC test results were reviewed. There were no deficiencies. A blended sample for complete IOC testing from all three wells has been approved by the state.
* There is a water main leak in the road at 1689 Glencairn Rd. It will require asphalt repair.Additional water main leaks are being investigated (1632 Penn Cove Rd)
* Two fire hydrants are ready for pick up in Bellingham.
* Mr. Simpson will begin drawings and estimate the cost of equipment for a water softener system.
* Mr. Simpson will check the test schedule for the generator.

The meeting adjourned at 8:00pm. The next regular board meeting is scheduled for September 8, 2020 at 7pm via ZOOM.

Submitted for approval by Ruby Hall.