**ROLLING HILLS-GLENCAIRN**

**BOARD MEETING MINUTES**

**September 8, 2020 @ 7:00 pm**

**President, Eugene Hartman, called the meeting to order at 7:05 pm.**

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

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

**Approval of Minutes—**

* Ms. Parvin moved to approve minutes of the August 11, 2020 meeting. Mr. Kelly seconded the motion. Motion passed unanimously. Minutes of the August 11, 2020 board meeting are approved and entered into the association records.

**Public Comment—**

* Misdemeanor trespass occurred at the pool during the nights of September 4th and 6th. The sheriff was called in both instances. Two teens were caught on the 6th. The executive board requested community service instead of misdemeanor trespass charges. The two teens spent several hours picking up roadside trash in the community and apologized to the board.

**Bookkeeper/Office Report—**

* Reviewed August 2020 preliminary financial reports.
* Discussed water rates & dues for lots with two permanent residences. A written policy regarding second residences will be considered.
* Discussed residences where RV’s are occupied full time.
* USDA reports were mailed August 26, 2020.
* Board members will review the policies and procedures for the October meeting.

**Clubhouse/Pool Report—**

* “No Trespassing” signs will be purchased for the pool.
* Island County Modified Phase 3 allows the pool to remain open with fewer than 10 guests.
* Notice of extended pool season was in the September newsletter.
* A new stove was purchased after the old one wasn’t able to be repaired.

**Dock/Pier Report—**

* A marine grade gate lock was purchased. A 5 year warranty and set up training is included.
* The float will be moved to Coupeville’s wharf after the ramp is raised in early October.

**Water Report—**

* Unaccounted water for August was -4.17%. Digital water meters have been recalibrated and found to be off 1-13 gpm resulting in a negative water production compared to amount sold.
* Reviewed the August Island H2O water report.
* A full system flush is scheduled for October 22nd.
* The leak at 1689 Glencairn and hydrant installations are scheduled to be done within two weeks.
* Mr. Simpson has begun drawings and estimating costs for the water softener system.

The meeting adjourned at 8:40pm. The next regular board meeting is scheduled for October 13, 2020 at 7pm.

Submitted for approval by Ruby Hall.