**ROLLING HILLS-GLENCAIRN COMMUNITY SERVICE, INC.**

**BOARD MEETING MINUTES**

**AUGUST 8, 2023**

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

**Board members attending: Eugene Hartman, Kathleen Parvin, Dan Kelly, Chris Otto, Austin Harris, and Eric Bowden. Absent: Frank Walls**

**Also attending: Office Manager Ruby Hall, Office Assistant Lisa Plumley, and Sandra Bodamer from King Water**

**Approval of Minutes**

* Mr. Bowden motioned to approve the minutes of the May 9, 2023 board meeting. Mr. Harris seconded the motion. Motion passed unanimously. Minutes of the May 9, 2023 board meeting are approved and entered into the association records.
* Mr. Otto motioned to approve the minutes of the July 11, 2023 board meeting. Mr. Kelly seconded the motion. Motion passed unanimously. Minutes of the July 11, 2023 board meeting are approved and entered into the association records.

**Water Report**

* King Water Report July 2023
  + WA DOH approved new filters installation 7/26/2023.
  + King Water is unable to complete the fire hydrant replacement. Ms. Parvin motioned to hire Karls Site Development to replace the remaining two fire hydrants. Mr. Harris seconded the motion. Motion passed unanimously.
  + There is a water main leak in the field at Well #4.
  + There is a crack in the generator radiator. It was patched on 7/13/2023.
  + Mr. Hartman requested a weekly water filtration progress report.

**Pool/Clubhouse Report**

* + DOH pool inspection completed on 7/25/2023. No violations or corrections.
  + July 2023 pool & clubhouse rentals were the highest on record in one month.

**Dock/Pier Report**

* Gate lock is defective-pending replacement under warranty.
* Repairs to handrails have been completed by Simply Decks.
* Ms. Parvin will submit pier repair work list.

**Grounds and Community Report**

* Request for new Community Entrance Sign ideas was included in August billing newsletter. Ideas to be submitted to office by 10/1/2023.

**Bookkeeper/Office Report**

* Reviewed July 2023 preliminary financial reports.
* Larry Brown Construction’s July 2023 expenses for filter system was $123,909.69. Mr. Bowden motioned to pay this expense from the Water Reserve Fund. Ms. Parvin seconded the motion. Motion passed unanimously.

The next regular board meeting is **September 12, 2023.**

The meeting adjourned at 7:45 pm

Submitted for approval by Ruby Hall