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

**BOARD MEETING MINUTES**

**January 9, 2024**

**Vice President, Kathleen Parvin called the meeting to order at 7:01 pm**

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

**Also attending: Office Manager Ruby Hall, Kelly Evans from DCG Engineering, Joanne Skaar & Nate Driscoll from King Water.**

**Approval of Minutes**

* Mr. Bowden motioned to approve the minutes of the December 12, 2023 board meeting. Mr. Kelly seconded the motion. Motion passed unanimously. Minutes of the December 12, 2023 board meeting are approved and entered into the association records.

**Public Comment**

* Mr. Sullivan, former board member, has passed away.

**Water Report**

* King Water Report December 2023
  + Filter backwash began 1/3/24 and will continue intermittently over the next few weeks until complete. Upon completion, the reservoir will be cleaned, and a full system flush scheduled.
  + DOH considers our system to be in a full-scale pilot test.
  + Mr. Evans answered questions and gave cost estimates for the following equipment: Sensaphone Remote Monitor, Online Chlorine Analyzer & Chemical Feed Scales.
    - Implementation of the chemical feed scales is required before start-up. Mr. Evans will send a link to Ms. Hall so the purchase can be made. The board will consider the additional equipment when bids are finalized.
  + Once the filtration system is operational, Nik Fuller will be performing weekly tests. Caleb McGrath will do daily testing.
* 2024 King Water contract discussed.
* A second phone line is not required for communication with the new system. Ms. Hall will cancel the extra lines.
* Jerry Beck Contractors (Dillon Jeffries 360-661-6525) work on generators.

**Dock/Pier Report**

* Gate lock programmed. Installation to be complete by end of January 2024.

**Bookkeeper/Office Report – Ruby Hall**

* Reviewed December 2023 preliminary financial reports.
* Larson Gross Audit is complete. Draft Financial Statements are available for review.
* Office staff is considering new printer options.
* A stand-up top for the office desk was purchased.
* Preliminary 2024-25 budget was discussed.

**The next regular board meeting is February 13, 2024.**

The meeting adjourned at 8:10 pm. Submitted for approval by Ruby Hall