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

**BOARD MEETING MINUTES**

**August 13, 2024**

**President, Kathleen Parvin called the meeting to order at 7:00 pm**

**Board members attending: Kathleen Parvin, Dan Kelly, Chris Otto and Laurie Johnson.**

**Absent: Gene Hartman, Eric Bowden and Austin Harris & Carole Adsit.**

**Also attending: Office Manager Ruby Hall, Office Assistant Chris Karr and 4 community members.**

**Approval of Minutes**

* A quorum was not present at the August 13, 2024, board meeting. Approval of the July & August 2024 meeting minutes will be added to the September 10, 2024, agenda.

**Public Comment**

* Complaint investigations
  + Office staff is investigating neighbors’ experiences regarding the dog barking complaint for 988 Carl Ave.
  + Ms. C requested the board review By-laws and be proactive in enforcing them if the burned residence or property on Carl Ave becomes occupied.
  + A community member is looking into backboard replacement for the basketball court.
  + Dr. Dwas directed to contact public health for sewage run off at his neighbors and that surface water drainage is a civil matter*.*

**Water Report**

* 2023 Compliance violations for Nitrate, DBP & Copper/Lead testing is complete
* King Water Report July 2024
  + Aerator pumps - reservoir fan needs to be replaced. No update*.*
  + Verified that booster pump #2 is installed & functioning.
  + Ms. H will contact Karl’s Site Development for 1699 Glencairn Rd leak.
  + Phosphate injectors are online as of July 15th per Nik
  + Mr. O will replace strainer baskets in sink at water plant.
* Chemical room platform was replaced by Mr. O 8/1/2024.
* Generator radiator installed by JBC $3752.32 (Radiator $2699, Install $1052) on 8/1/24. Parts are obsolete or unavailable for the generator. JBC recommends propane replacement be considered.
* EPA survey for Copper/lead classification is in progress.
* Timely leak repair $768.27 (given in July 2024)

**Bookkeeper/Office Report**

* Review June 2024 final financial reports.
* Review July 2024 preliminary financial reports.
* 2024 Annual Report filed 8/12/24
* Beneficial Owner Reporting (BOI) & FinCEN Identifiers discussed
* Annual meeting 2024 minutes draft review

**Clubhouse/Pool Report**

* Water leak at clubhouse in pump room. Mr. O repaired the first leak; Mr. Hall repaired the 2nd..

**Dock/Pier Report**

* A bid was requested from Decks Fences & General Construction to replace all top handrail boards and deck boards as needed.
* Mr. K will survey beach entrance at road to determine placement of “No Parking” signs.

**Grounds and Community Report**

* Christians no longer tows for impound. Anacortes A-1 towing is the nearest company to provide the service. Cost to tow is $217 per occurrence.
* Entry sign meeting with Winfield Designs is scheduled for August 27th

The next board meeting will be on **September 10, 2024.**

The meeting adjourned at 8:40 pm.

Submitted for approval by Ruby Hall