

TREASURE ISLAND COUNTRY CLUB

**MINUTES OF THE BOARD OF TRUSTEES MEETING held April 11, 2015**, at the Grapeview Firehall/Horton Community Center, 4350 East Grapeview Loop Road, Grapeview, WA. The meeting was opened at 9:00AM by Vice President David Madson and attended by Commissioners Roger Hansen, Larry Grumme, Ken Sanberg, Cheri Swettenam, and Mike Croke who attended by conference telephone; Morina Dustan was absent; member/employees Linda Pryor and Daryl Axelson, and employee Skip Beahm; members Mark Bauman, Judy Ivanovich, Tom Swettenam, and guest Kim Wallingford.

**MOTION** to approve the minutes of the [February 7, 2015 Board meeting](#) was made by Roger Hansen, seconded by Larry Grumme and passed.

**MOTION** to approve the minutes of the [February 19, 2015 Special Board meeting](#) was made Ken Sanberg, seconded by Cheri Swettenam and passed.

**MOTION** to approve the minutes of the [March 29, 2015 Special Board meeting](#) was made by Larry Grumme, seconded by Cheri Swettenam and passed.

FINANCIAL REPORTS

Sale of Lot 242 – **MOTION** to approve of the letter dated April 3, 2015, from (real estate) Attorney Martin Burns to the Bruckers in response to their offer to purchase lot 242 was made by Mike Croke, seconded by Roger Hansen and passed.

David Madson reported a counter offer of \$42,500 was received from the Bruckers with the following conditions: A down payment of \$9,000 to be made in two payments, one half now and one half this July; the balance to be paid with annual payments over a five year term at a 6% interest rate. The contract would be secured with a Deed of Trust.

David reported that another offer has been received for \$45,000 cash with no conditions on the purchase. Both offers were submitted verbally. The Trustees discussed both offers and agreed that they both need to be submitted in writing. The written offer for the cash transaction needs to satisfy the attorney that the Association's interests are protected with regard to any future litigation involving easements, encroachment and/or boundary line issues. **MOTION** to authorize David Madson to contact Attorney Martin Burns to document the particulars of both offers in writing for submission to Windermere and to proceed with subsequent responses to both parties, was made by Roger Hansen, seconded by Ken Sanberg and passed.

The Trustees reviewed and discussed the Cash Flow Report dated March 31, 2015. Roger Hansen reported all financial transactions for 2014 have been entered into QuickBooks and will be submitted to the CPA for a Financial Review and income tax filing. Roger noted several work sessions were held with an independent consultant and with a consultant from the CPA's office to assist with the transition to QuickBooks. Linda has logged in fifty uncompensated hours to complete the task and he recommended that she be reimbursed for the time. **MOTION** to reimburse Linda for the fifty hours was made by Mike Croke, seconded by Larry Grumme and carried.

Roger noted changes to future financial reports will include a matrix showing all account balances, deposits, and transfers; Board Officers will sign off on financial reports.

**MOTION** to accept the Cash Flow Report was made by Larry Grumme, seconded by Ken Sanberg and passed.

The Budget and Actual Expense Report dated March 31, 2015 was reviewed and discussed; expenses are currently within budget.

A recommendation to join Evergreen Rural Water of Washington (ERWoW) was received with favor. ERWoW provides technical assistance and other services to water systems for an annual membership fee.

**MOTION** to accept the Budget and Actual Expense Report was made by Larry Grumme, seconded by Mike Croke and passed.

The Preliminary Budget for July 1, 2015 to June 30, 2016 was reviewed; additions submitted by the Water System Manager for operations and maintenance of the water system were incorporated. Trustees will submit additional items for review at the May 2nd Board Meeting.

## COMMISSIONER REPORTS

ROADS – Morina Dustan absent. No report.

WATER - Commissioner Larry Grumme distributed and reviewed a written report prepared by the Water Operations Manager, Daryl Axelson. The coliform tests for February and March were negative. • Water usage during February and March was higher than last year, but both months were below the ten year average with a total of 755,780 gallons pumped. During the first quarter of this year 1,169,296 gallons, or 3.6 acre feet have been pumped. • The service meters were read on April 1st. There were two lots that were well above the average, with the highest using 548 gallons per day; the owner was notified of a probable leak. Once all meters are installed, a policy and procedure will be developed with regard to notification of high water usage. • Three service meters were installed in March (one of which was a new install); two hundred have been completed and twenty-four remain to be installed. Daryl noted that he expects to complete the meter project by the end of this calendar year. • Twenty-two responses to the water use questionnaires sent out last year have yet to be received. • A Membership Informational Meeting has been scheduled for May 16, 10 AM, at the fire hall. Gray & Osborne's Engineer, Warren Perkins, will be attending to present the 20 Year Water System Renovation Plan and answer questions. Larry will prepare a summary of the Plan to be mailed out with the meeting notice. • It was agreed that the expense for installing quick-disconnect adaptors on the fire hydrants (\$1,200) may not be justified if the hydrants are only going to be used to fill the department's tenders. Daryl will be checking with the Chief to make certain this is the only foreseen usage. • The Trustees reviewed an employment agreement for a Water System Operations Manager Trainee; projected hours of this position average 12 hours per month.

**MOTION** to approve the Employment Agreement between the Association and island resident Bruce Langston was made by Roger Hansen, seconded by Ken Sanberg and passed.

BRIDGE – Commissioner Roger Hansen reported the storm water canisters need to be cleaned and the Club's employees should be able to complete this task. When the task is completed, a letter needs to be sent to Mason County to verify that this required annual maintenance has been performed. • Roger suggested that the bridge be decorated with Christmas lights during the winter holiday season and he was confident he could get the lights donated; the only cost for the Club would be the electricity. **MOTION** to authorize acceptance of the expense for electricity to operate Christmas lights on the bridge was made by Roger Hansen, seconded by Larry Grumme and passed.

DOCK – Commissioner Ken Sanberg reported the dock facility is in good shape and noted plans to get a volunteer work crew together for landscaping maintenance. • Ken suggested that water be made available on the float and will get an estimate for that as well as for solar lighting to include in the next fiscal budget.

BEACH – Commissioner Cheri Swettenam reported she is making plans to clean up the beach/picnic shelter area. She noted the Water Department personnel have conveyed that they no longer plan to modify the utility trailer that is stored in the parking area and suggested that it be put up for sale. The Trustees concurred, but it was noted that a Title is needed for the trailer. • The Trustees discussed and agreed to a suggestion to dig out behind the picnic shelter to make it more difficult to get up on the roof; the Club's employee will be able to complete this task with the tractor. • Gravel was added to the bottom of the driveway and repairs were made to the picnic shelter roof; about ten inches of bad wood was trimmed off of the roof overhang and the fascia was replaced with a metal strip. • There was some discussion regarding the draft of revised Rules and Regulations that was submitted by the Committee for the Trustees review. A suggestion was received to schedule a meeting later in the month to review and discuss the draft (only three Trustees were able to attend a work session scheduled in February).

SECURITY – Commissioner David Madson reported the security surveillance system is working fine. He noted receiving a suggestion for more security lighting on the island. • He reported two incidents: a suspicious person walking around the island was taken care of and an ambulance was called to the island on Easter Sunday, but there was no serious problem.

## OLD BUSINESS

The Trustees discussed the information to be included in the Directory and agreed that island address locations and mailing addresses should be included for each member. A form for permission to include their telephone numbers and/or email addresses will be included in the mailing of the notice for the Informational Meeting.

## NEW BUSINESS

A chairperson is needed for the July 4th parade. It was agreed that a request for volunteers will be posted on the website and included in the mailing of the notice for the Informational Meeting.

A request to allocate funds to provide prizes for the July 4th car show was received. **MOTION** to allocate \$200 for the car show was made by Roger Hansen, seconded by Larry Grumme and passed.

#### ADJOURNMENT

David Madson adjourned the meeting at 11:15 AM.

Written by Linda Pryor/Executive Secretary

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