

Treasure Island Country Club Board of Trustees

August 5, 2020

Meeting held Via Zoom

Meeting Minutes

Call to Order: President Diane McCoy called the meeting to order at 6:09.pm

Attending:

Diane McCoy	President/Road	Rod Wilkinson	Dock Commissioner
Dan Doyle	Vice President/Water	Ken Sanberg	Bridge Commissioner
Kerstin Hilton	Secretary/Treasurer	Patty Mayer	Commissioner At-Large

Non-Attending:

Lynn Zumwalt	Beach Commissioner
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Members Attending:

Diana Bell	Barbara Erling	Donna Kelly	Larry Meier	Tom Swettenam
Rick Davis	John Hilton	Betty Lewis	Mila Spaulding	

Also Attending:

Stephanie Hahn, HOA Community Solutions

Dan made a motion to approve the draft meeting minutes from June 3, 2020 as written. Rod seconded the motion. Motion passed.

Stephanie clarified the mail-in proxy voting process used by HOA Community Solutions when tallying votes, ensuring that all voting is confidential. Proxies were checked to ensure they were signed and the proxy sheet was removed from the ballot. Only ballots with signed proxies were counted. As an extra measure, the HOA Community Solutions reviewed ballot results of unsigned proxies and determined that the voting results would not have changed if the proxies had been signed.

Financial Report- (given by Stephanie Hahn)

- Balance Sheet as of June 30, 2020
 - Total Assets: \$886,409.55
 - Reserves/ARF: \$572,678.06
 - General Fund balance: \$116,539.30
 - Bridge Fund: \$197,192.19
- Budget Comparison/Budget Discussion
- Delinquent accounts status: One member is behind on their bridge payment and is making payments.

Rod requested that a projection of the surplus in the O&M fund for the next year be reported at the October board meeting, Stephanie will prepare the report.

Dan made a motion to approved the financials as given by Stephanie, Rod seconded the motion. Motion passed unanimously.

Old Business:

Rod made a motion to approve Kerstin Hilton to serve out the remainder of the Secretary/Treasurer until July 2021 annual meeting. Patty seconded the motion. Motion passed unanimously.

Rod made a motion to change Board of Directors meeting start time to 7pm. Dan seconded the motion. Motion passed unanimously.

New Business:

- Security Camera Policy - The current policy requires a Board member to review the security camera tapes. Each Board member will review the policy and come to the next Board meeting with recommendations.
- Review advisory votes from annual meeting - The Board will gather via Zoom for a workshop to review the results of the advisory votes.

- Appreciation gift for Kam & Jerry – Gifts, funded by the Board of Trustees, will be delivered to Kam and Jerry within the week.
- Ownership of budgeted line items – Discussion is tabled until the October meeting.
- A filing system for TICC Official files – Rod expressed a desire for files to be available to the Board of Trustees without requesting documents from HOA Community Solutions. Stephanie recommended using an electronic portal system and will send a sample to Board for their review. She will also research the cost of using a portal.
- Procedures for posting items on the Associations Website - Discussion is tabled until the October meeting.
- Holiday lights committee – Rod is looking for volunteers to help with decorating the island for the holiday season. Stephanie will send out an eblast later in the year.
- Bylaw updates –
 - Rod reminded us that there are two pending bylaw updates to bring the bylaws into compliance with the WA State 2018 Homeowners Act. Both will be presented for approval at the July 2021 Annual Meeting.
 - Board members will review Bylaws, Rules & Regulations, and Common Courtesy Guidelines in preparation of further discussion at a Board of Trustees workshop.
- Time frames around trailers being lived in/permanent – TICC members are encouraged to send concerns to the Board of Trustees via HOA Community Solutions.

Commissioner Reports:

- **Dock-** Rod Wilkinson
 - A new No Swimming sign was installed mid-July.
 - Tide charts are provided on the sign-in clipboard.
 - Keys and Locks - Due to liability issues if it is necessary to secure the Beach and Dock lot gates, a zip tie and not a lock should be used. Further discussion on this at the October meeting.
 - Leaves - The lower lot has been cleaned of leaves.
 - Life ring – Patty researched Coast Guard life ring requirements and a possibly safety ladder. Rod and Patty will work together and review solutions.
 - Saving space at the dock with an unpowered boat – As a courtesy, do not dock small boats (i.e., kayaks, canoes, rowboats) at the dock. Smaller power boats should be docked on the inside of the dock so larger boats have good access.
 - Rollers around pilings – At least one rubber roller needs to be replaced. Rod will research the repair.
 - Summer is ending - Sanikans are scheduled for removal by October.
- **Bridge-** Ken Sanberg
 - The sprinkler system is in working order.
 - Ken expressed thanks to Patty for tending the flowers, which have been enjoyed by all.
- **Beach-** report given by Patty
 - Fence bids are in and will be reviewed to see if it is best to repair or replace the fence.
 - Patty will work with a team to clean up the area.
 - The shed and area behind the shed needs future clean up.
 - Dan requested the fire hydrant be kept for possible future use once the booster pump is installed.
- **Road -** Diane McCoy
 - Work on drainage, clearing the path, and painting the speed bumps has been slow because contractors are behind schedule. Diane continues to contact the contractors to ensure work is completed.
 - Spray paint is not to be used on the road by members.
 - Access to Utility Lane (also known as Fire Lane) on the south end of the island will be reviewed.
- **Island Watch-** report given by Diane
 - There is indications of trespassing on the vacant cabin on the sound end of the island. Stephanie will send a letter to the owner.
 - Drivers of any vehicle with an engine on the island must have a valid driver's license and must be at least 16 years old.
- **Water-**Dan Doyle

- Water pump booster – The contract has been signed. Further permits from Mason County are pending with expectation of approval in four weeks. PUD 3 installed the pole and transformer. October 2020 is the target date to begin for PUD 1 to slowly turn on the booster pump.
- Pump House #3 had been out of service due a trigger wire. It has been repaired.
- A leak repair at 1620 has been completed.
- There are 4 new meter requests on the island.
- Rognlin's, our contractor on the Booster Pump Project for PUD, will provide training for interested Board and members at the time of completing the installation and putting the pumps into service.

Member Comments:

Rick Davis volunteered to help review the Surveillance Camera Security Policy.

Community Announcements:

Next Board meeting is October 7, 2020 at 7pm via Zoom.

Rod moved we adjourn the meeting. Kerstin seconded the motion. Meeting was adjourned at 8:29 pm.

Minutes written by Secretary, Kerstin Hilton