

## TREASURE ISLAND COUNTRY CLUB

**MINUTES OF THE BOARD OF TRUSTEES MEETING held August 9, 2014**, at the Grapeview Firehall/Horton Community Center, 4350 East Grapeview Loop Road, Grapeview, WA. The meeting was opened at 9:00AM by President Mike Croke and attended by Larry Grumme, Roger Hansen, Ken Sanberg, David Madson, and Morina Dustan; Marta Brown was absent. Also attending were members Linda Pryor, Cheri Swettenam, Dave and Maryann Patnode, Jack McLauchlan, Alan Ross, Pat Richmond, Rod Wilkinson, and Marilee Fawcett.

### MINUTES

**MOTION** to approve the [Minutes of the June 14, 2014 Board Meeting](#) was made by Roger Hansen, seconded by Ken Sanberg and passed. Morina Dustan abstained from the vote.

**MOTION** to approve the [Minutes of the June 19, 2014 Special Board Meeting](#) was made by Roger Hansen, seconded by Larry Grumme and passed. Morina Dustan abstained from the vote.

**MOTION** to approve the [Minutes of the July 12, 2014 Special Board Meeting](#) was made by Larry Grumme, seconded by Ken Sanberg and passed.

**MOTION** to approve of posting the [Minutes of the July 12, 2014 Annual Member Meeting](#) on the Club's website was made by David Madson, seconded by Morina Dustan and passed.

**MOTION** to amend the [Minutes of the May 10, 2014 Board Meeting](#) to strike the sentence 'Daryl Axelson, Water System Operations Manager, reported the meters that remain to be installed are those that will be the most difficult to install,' from the Water Report was made by Morina Dustan, seconded by Larry Grumme and passed.

**MOTION** to adopt the job title of 'Executive Secretary' for employee Linda Pryor was made by David Madson, seconded by Morina Dustan and passed.

### GUEST MEMBERS

David Patnode requested permission to install a memorial plaque at the base of a tree that was voted on and planted many years ago by the Board in memory of his father, Wally Patnode. The flowering tree was planted on the northwest corner of the water tower fence in recognition of Wally's service to the Club during the early stages of its formation. **MOTION** to approve installation of the plaque was made by Roger Hansen, seconded by Larry Grumme and passed.

Additionally, it was discussed that the Patnodes' memorial plaque and installment method should be adopted as the standard for which all other similar and future requests may be granted; noting that members must still make formal request to the Board before installing on TICC property.

### FINANCIAL REPORT

The Trustees reviewed and discussed the Cash Flow Report dated August 1, 2014. **MOTION** to accept the Cash Flow Report was made by Roger Hansen, seconded by Morina Dustan and passed.

The Trustees reviewed the Budget and Actual Expense Report dated August 1, 2014. **MOTION** to accept the Budget and Actual Expense Report was made by Roger Hansen, seconded by Larry Grumme and passed. A representation letter in connection with the recent audit was provided by the Club's accountant for signature; the form letter states that all of the information submitted was accurate and that all material information was disclosed. **MOTION** to sign the letter was made by Roger Hansen, seconded by David Madson and passed. **MOTION** to authorize President Mike Croke, Vice President David Madson, Secretary/Treasurer Marta Brown, and Commissioner Larry Grumme as signers on the Club's bank accounts was made by Roger Hansen, seconded by Morina Dustan and passed.

The Trustees discussed an issue regarding Lot 242 and an adjoining property owner's intentions to pursue a claim for adverse possession on portions of the property. The Club is currently foreclosing on Lot 242 and sent correspondence to the attorney to question whether any action needed to be taken to protect the Club's interests in the property. The Trustees approved of Mike Croke contacting the attorney to further clarify the response that was received (after which, Mike will provide written follow up to the Trustees of their conversation and any pending action items for either attorney and/or TICC). In the interests of moving forward with recommendations

to procure office space that is not located in a private residence, a vacant office building in Allyn was located. The property owner is agreeable to a short term lease at present with an open option to extend the lease.

**MOTION** to approve of entering into a three month lease for office space in Allyn at \$225 per month (includes electric utility) was made by Roger Hansen, seconded by Larry Grumme and passed. There are two desks currently in the office. The Trustees discussed the need for desk chairs, a printer table, shredder, and other miscellaneous items that will be needed. Roger Hansen noted that he has chairs and may have some of the other needed items that he would be willing to donate. **MOTION** to approve a maximum expense of \$300 to purchase items that are not donated was made by Morina Dustan, seconded by Roger Hansen and passed.

**MOTION** to approve of procuring internet and telephone service for the office during the lease period at a cost of up to was made by Roger Hansen, seconded by David Madson and passed.

## COMMISSIONER REPORTS

**WATER** – Commissioner Larry Grumme distributed a written report prepared by the Water Operations Manager, Daryl Axelson. The coliform test for July was negative; analysis for nitrates was done in June and all three wells were well below the reporting level at less than 0.1 mg/L. Charts illustrating water usage during previous years were provided. So far this year, 6,697,435 gallons, or 20.6 acre-feet have been pumped. • Sixteen water service meters remain to be installed from the 2013 – 2014 fiscal budget. A total of 191 meters have been purchased, 175 of which have been installed; 44 meters remain to be installed to complete the installation project. • No response has been received from the state regarding the corrected Sanitary Survey. • Of the 255 Water Use Questionnaires sent out, 227 have been received. Another survey will be mailed to the 28 that have not responded. • The purchase and installation of adaptors for the five fire hydrants that don't currently have them will not be pursued until confirmation is received from the Grapeview Fire Department that they would actually use them. • Larry reported he had contacted the consulting engineer, Warren Perkins, of Gray & Osborne to check on his availability to attend an Informational Meeting of the membership to present and discuss the Water System Renovation Plan; they tentatively scheduled a meeting for September 6th. The Trustees discussed this schedule and it was noted that the report has not been discussed by the Board, nor are the newly elected Trustees familiar with it. It was agreed that the scheduled meeting should be postponed to allow more time for discussion and preparation. A Special Board Meeting will be scheduled before September 14th to discuss the report.

**BRIDGE** – Commissioner Roger Hansen reported a vacuum was purchased to clean the storm water system filters at the bridge entrances. He noted the paint striping on the bridge should be repainted next year. • There was some discussion regarding a problem with vehicles swerving into the wrong lane as they enter the island which activates the signal light sensor embedded in the roadway at the stop line. The signal then runs through the cycle, turning the light red on the mainland side when no vehicles are oncoming. Re-striping the stop line and roadway in that location to promote staying in the right lane was suggested. The length of the light sequence was also discussed by the Trustees and Members who were in attendance, as well as the observance that some cars are not waiting for the light to turn green before proceeding onto the bridge. It was discussed that perhaps more communication to the members would be a good subject for the possible resurrection of the TICC newsletter along with looking into the pros/cons of shortening the light sequence.

**DOCK** – Commissioner Ken Sanberg reported. There was discussion regarding the use of the upper parking area at the dock facility for the storage of vehicles and boats; a boat has been parked there since before the 4th of July and a now a car (with a car cover) is parked there. Efforts will be made to identify the owners and they will be notified by letter that the parking area is provided for short term parking and is not intended for long term storage. The need to define short and long term in the

Club's rules was noted. Ken noted that members who have guests with motor homes or trailers in need of overnight parking should contact the Board to get approval. • Construction of a concrete walkway to the gangway entrance and construction and installation of a new sign-in box were completed. Cheri and Tom Swettenam funded the projects and organized volunteer work parties to get them done; Ken thanked Cheri for their efforts and complimented the results. • Cheri asked for permission to replace the fencing along the bulkhead with a railing that is available to her; she also would like to act on suggestions to plant some native plants near the gangway entrance. The Trustees were agreeable to both requests. A request to accept a volunteer member's offer to cut down three dead madrona trees on the dock property was declined for liability reasons. • In response to a question, the Trustees confirmed that Board approval is required before making alterations to Club owned property. • Ken recommended installing more lighting for the gangway and float. The need for consideration of neighboring homeowners was noted and solar lights were suggested.

**ROADS** – Morina Dustan reported an incident with a Fed Ex truck that had a diesel spill on the island. She contacted FedEx and they sent somebody out to look at the asphalt where the spill occurred; they will be contacting Morina with their recommendation for reasonable remediation to clean it up and protect the asphalt

from eroding. • A member expressed concerns about plantings bordering the roadway south of the stop sign at the top of the hill. These plants obstruct the visibility of northbound vehicles and pedestrians from drivers turning right at the intersection. This will be looked into to determine whether the plants are on the road right-of-way or on a homeowner's property and a recommendation will be made accordingly. It was also noted that plantings at the north end well site are obstructing visibility on the corner and they should be trimmed back.

BEACH – Commissioner David Madson reported there were no problems at the beach area; he noted there has been no trouble with graffiti since the issue was addressed in a mailing to the members.

SECURITY – Commissioner David Madson reported no progress has been made to remove the large pile of logging debris on a member's property despite that member's assurance that progress would continue until the cleanup project was completed. The fire danger this situation presents continues to cause concern; a letter addressing the lack of progress will be sent to the member. • David is expecting a Tyco representative to be onsite next week to work out problems with a software issue that should allow access to security camera footage from remote devices.

## NEW BUSINESS

Webmaster, Rod Wilkinson, requested that meeting minutes be posted on the website midway between Board meetings with a disclaimer that they have not been approved by the Board. The disclaimer would be removed when the minutes are approved at the next Board meeting. It was agreed that the drafted minutes will be sent to the Trustees within approximately two weeks of the meeting for review before posting them. **MOTION** to approve of posting the minutes on the web site with a disclaimer that they have not yet been approved by the Trustees was made by Morina Dustan, seconded by David Madson and passed.

In response to a question, it was noted that Linda remains as the contact person for the webmaster at this time.

A suggestion was received to reinstitute the newsletter on a quarterly basis. Discussion was Tabled for the next Board meeting.

A records request was received from a member for copies of invoices for attorney fees for the 2013 and 2014 calendar years. The member requested that the invoices include supplemental information regarding the itemized list of services, hours spent on each item, and what the services pertained to. The Trustees approved of consulting the Club's attorney to see if the supplemental information is considered attorney client privileged.

## ADJOURNMENT

Mike Croke adjourned the meeting at 11:40 AM.

Written by Linda Pryor/Executive Secretary