

TREASURE ISLAND COUNTRY CLUB

MINUTES OF THE BOARD OF TRUSTEES MEETING held August 12, 2015, at the Grapeview Firehall/Horton Community Center, 4350 East Grapeview Loop Road, Grapeview, WA. The meeting was opened at 5:30PM by President David Madson and attended by Commissioners Larry Grumme, Roger Hansen, Morina Dustan, and Cheri Swettenam; Ken Sanberg was absent. Also attending was member/employee Linda Pryor and members Nancy Benson, Frank Jones, Gary & Sue Jones, Diane & Steve McCoy, Jack Morgan, Phil Pugh, Tom & Mila Spaulding, Tom Swettenam, Karen Weber, and Clyde & Lynn Zumwalt.

MOTION to approve the minutes of the [June 6, 2015 Board meeting](#) was made by Roger Hansen, seconded by Larry Grumme and passed.

FINANCIAL REPORTS

The Trustees reviewed and discussed the Cash Flow Report dated July 31, 2015. **MOTION** to accept the Cash Flow Report for June 1, 2015 to July 1, 2015 was made by Morina Dustan, seconded by Cheri Swettenam and passed.

MOTION to remove Mike Croke, Linda Pryor, and Gary Longmire as authorized signers on the Association's Money Market account at Kitsap Bank and to approve of David Madson, Larry Grumme, and Roger Hansen as the authorized signers on this account was made by Morina Dustan, seconded by Cheri Swettenam and passed.

Larry Grumme reported the Level III Reserve Study was received from Cedcore on July 1st, reviewed by the Trustees, and presented at the July 11th Membership Meeting. Expense items included in the budget approved by the membership were listed in the Reserve Study's scheduled expenses. Larry noted the Study is subject to future modifications when it is updated each year as required by state law. Roger noted our CPA reviews the Study and comments on the adequacy of the funding status of the Association's reserve funds as a part of the annual financial report.

MOTION to accept the [2015 Level III Reserve Study](#) as prepared by Cedcore and presented by Larry was made by Roger Hansen, seconded by Cheri Swettenam and passed.

MOTION to approve of posting the [2015 Reserve Study on the Club's website](#) was made by Roger Hansen, seconded by Morina Dustan and passed.

MOTION to authorize Linda Pryor to make arrangements with Copy That Reprographics (Belfair) to pay for printing services with the Association's credit card and if this cannot be arranged, to submit an application to open an account for TICC business was made by Morina Dustan, seconded by Larry Grumme and passed.

COMMISSIONER REPORTS

WATER - Commissioner Larry Grumme reported the August coliform sample was negative. Lead and copper samples were taken last week at five island residences. The results have not yet been received. ● Water usage during the month of July was 2,483,000 gallons. July production was nearly unchanged from 2013 and 2014; water usage works out to about 300 gallons per day per connection. ● A new metal roof was installed on well house #1 by Rick Buran and David Madson. A new roof will also be installed on well house #2.

The Trustees previously accepted Gray & Osborne's proposal of \$38,668.00 for engineering services to seismically retrofit the water storage tank, subject to approval of the membership to fund the expense with Asset Replacement Funds. The Trustees discussed a contract for a not-to-exceed bid of \$38,660 received from Gray and Osborne for the engineering (reviewed prior to the meeting by email). Larry noted designing safety features for the ladder on the water storage tank and a top rail were added to the proposed scope of work at no extra cost.

The contract states that the Engineer would not warrant the accuracy of their construction cost estimates because they have no control of over the cost of labor, materials, equipment, overhead and other cost variables of the follow-on construction contractor identified in Article 7 of the G&O engineering services contract. However they state in the contract that the cost estimates are made and furnished on the basis of the Engineer's experience and qualifications and represent only his best judgement and familiarity with the construction industry. It was agreed that the contract should be modified to provide some level of cost protection to TICC for their construction cost estimate.

MOTION to accept the Gray & Osborne contract (dated July 30, 2015) as presented by Larry subject to an addition stating that per industry standard, Gray & Osborne will re-engineer the project if construction cost estimates are greater than 10% of the bids received, was made by Morina Dustan, seconded by Roger Hansen and passed.

BRIDGE – Commissioner Roger Hansen had nothing to report. There was some discussion about concern for boaters going under the bridge on the east side of the channel where there are some large rocks. It was noted that if the Club assumes the liability for posting a sign to indicate a specific point of passage, liability for damages could be incurred; signage should be left up to the Port and/or the Coast Guard.

ROADS – Commissioner Morina Dustan reported she will be doing an assessment of culvert clean-up that should be done in September. She noted she has pictures of several locations where drainage was insufficient during the last rainy season. Morina will also be assessing areas where overgrowth of branches and brush bordering the roadways needs to be cut back; overhead clearance for large vehicles and/or trailers will also be addressed. Notice will be sent to homeowners if work is going to be done in front of their property and they will be provided with the opportunity to take care of the work themselves in lieu of leaving it up to the Club. ● A letter was received regarding trees planted on the right-of-way in front of lot 240 that are obstructing the line of site when vehicles exit the neighboring driveways. Morina will follow up on this complaint. ● A member was asked to notify his contractor that the trail of concrete slurry that he made from the worksite to the bridge needs to be cleaned up. ● With no weight restrictions on the new bridge, transporters are now capable of bringing over heavier equipment and hauling heavier loads. Concern was expressed about whether the asphalt roadway on the island is capable of handling the increased weights and a suggestion to enforce weight limits on the roadway was received. Roger will make arrangements to get core samples taken to determine the thickness of the asphalt and sub-base and will get an engineer's opinion on what the roadway can handle (at no cost).

DOCK – Commissioner Ken Sanberg was absent; no report. Morina and David offered to look for information on options for providing overhead lighting on the float.

BEACH – Commissioner Cheri Swettenam reported the utility trailer that is stored at the beach property has not been sold. Following discussion, it was agreed that it should be disposed of. **MOTION** to authorize David to contact a free vehicle disposal service to pick it up was made by Morina Dustan, seconded by Roger Hansen and passed. ● Cheri recommended that some sort of deterrent should be installed along the edge of the picnic shelter roof to keep people from climbing on it after the new roofing is installed. ● She noted the trash can at the beach is consistently being used for the disposal of household garbage and suggested removing the can and posting a sign to 'Pack it in, pack it out.' Following discussion it was agreed to post 'No household garbage' and defer removal of the trash can.

SECURITY – Commissioner David Madson had nothing to report.

OLD BUSINESS

David Madson reported the Rules Committee had submitted a draft of revised Rules and Regulations for review. He noted there may be legal issues with some of the proposed rules therein that pertained to private properties because they are not supported by plat restrictions (covenants). A suggestion was received to get legal counsel for clarification on the laws that pertain to enforceable rules. The Trustees agreed to communicate by email to schedule a workshop to review the committee's draft.

NEW BUSINESS

In response to a correspondence and questions regarding what could be done about providing security on the island, David recounted that the Club's attorney strongly advised against the Association employing its own security guard for the island and/or sponsoring volunteer security patrols or community watch groups.

Last winter the Trustees researched contracting with a security company to provide a security presence on a part-time basis, but it was considered cost prohibitive (about \$50 per hour). A gate on the mainland was also researched (the estimated cost was about \$30,000 to \$40,000) but Mason County said they would not permit installation of a gate on the county road.

Members can organize and take part in watch groups, but the Board cannot sanction or be involved in these activities. Members can also band together to form their own committee to research security options and bring their suggestions to the Board. It was noted that the Trustees liability will need to be taken into consideration when reviewing recommendations.

In response to a member's question regarding the Bylaws, the responsibilities of the Secretary/Treasurer, Roger Hansen, were clarified.

The Trustees discussed correspondence from a member requesting the Board's assistance in getting a neighbor to remove overgrown blackberry bushes that are invading their property. It was agreed that this is a problem between neighbors; the Trustees do not have authority to require brush removal from private properties.

The Trustees discussed correspondence from a member regarding a boat that has been moored continuously at the dock for the past month that had not been logged in to the book at the entrance to the gangway. It was noted that the current rules state moorage is restricted to 72 hours per stay. A letter will be sent to the boat owner to advise them of the rules.

A complaint was received regarding a member who has been leaving garbage bags on the road shoulder for pick up and the garbage is then strewn by animals and/or birds. A letter will be sent to the member to advise them the rules stipulate that garbage placed on the road shoulder for pick up should be in cans only.

Correspondence from members is included on the agenda for discussion at the meeting that follow its receipt. A suggestion was made to come up with a procedure to review and respond to the correspondences in a timelier manner.

In response to a question, voting by proxy was clarified. If a member does not name an individual to vote for them on the proxy, the proxy holder shall be the Secretary of the Association (not the entire Board). In either case, members can give their proxy holder voting instructions, either verbally or in writing.

Members commented that meeting minutes should be posted on the web site sooner than they have been. It was noted that minutes are not posted until reviewed and approved by the Trustees.

A member conveyed that she was dissatisfied with how offers to purchase Lot 242 were handled. It was noted that a cash offer for the sale price was accepted in lieu of an offer for a lesser amount to be paid in payments over a number of years.

David reported that two nominations were made from the floor at the annual membership meeting after many members had left the meeting and a quorum was no longer present; there weren't enough votes cast for the two nominees. There is still one vacant position on the Board for which the Trustees can appoint a member to serve the three year term.

A meeting with the Association's attorney was recommended for guidance relevant to rules and enforcement. It was suggested that a written document should be obtained from the attorney to document his advice so future Boards have something tangible to refer to. **MOTION** to authorize the Trustees to meet with an attorney to get legal advice on defining Rules and Regulations and enforcement and to request a written summary of the legal counsel received was made by Roger Hansen, seconded by Larry Grumme and passed.

A suggestion was made to adopt a practice of having Board orientation for new Trustees.

David Madson adjourned the meeting at 8:05 PM.

Written by Linda Pryor/Executive Secretary