

TREASURE ISLAND COUNTRY CLUB

MINUTES OF THE BOARD OF TRUSTEES MEETING held October 1, 2016, at the Grapeview Firehall/Horton Community Center, 4350 East Grapeview Loop Road, Grapeview, WA. The meeting was opened at 9:00 AM by President David Madson and attended by Commissioners Larry Grumme (by telephone), Ken Sanberg, Cheri Swettenam, Tom Spaulding, and Dan Meddaugh; member/employee Linda Pryor; and guest member Kamryn Morgan and her guest Adam.

MOTION to approve the minutes of the [August 6, 2016 Regular Board meeting](#) was made by Ken Sanberg, seconded by Cheri Swettenam and passed.

MOTION to approve the minutes of the [August 18, 2016 Special Board meeting](#) was made by Tom Spaulding, seconded by Ken Sanberg and passed.

FINANCIAL REPORTS

The Trustees reviewed the Cash Flow Report for the period July 31 through September 30, 2016. As of July 31st the total cash balance of all funds on deposit was \$703,418.69 and the loan balance was \$970,650.46.

One of the two members who have been submitted to the Association's attorney for collection action recently deceased. This member's property is in probate and will be sold by the family as soon as possible; all financial obligations will be satisfied when it's sold. The Trustees agreed with the attorney's advice to put a hold on collection actions for the next six months.

MOTION to accept the Cash Flow Report was made by Tom Spaulding, seconded by Ken Sanberg and passed.

The Trustees reviewed the Profit & Loss vs. Actual Expense Report for the period of July 1, 2016 through September 30, 2016. **MOTION** to accept the Profit & Loss vs. Actual Expense Report was made by Tom Spaulding, seconded by Cheri Swettenam and passed.

COMMISSIONER REPORTS

WATER - Commissioner Larry Grumme reviewed a written report prepared by the Water Operations Manager, Daryl Axelson. The coliform tests for August and September were negative. • Water Usage: 2,132,225 gallons were pumped in August; this was higher than last year's usage and slightly higher than the ten year average. Total production for this year as of August 31st is 8,754,081 or 26.9 acre feet. • The service meters are being read this morning (October 1) for the third quarter water usage. The state requires that our water system be monitored for the next two years to develop a baseline for Distribution System Leakage (DSL). This will be determined by calculating the difference between the water pumped from the wells and the water consumed as indicated by meter readings. • Larry reported he is still waiting for estimates from other contractors who were provided with the preliminary design for the seismic stabilization project. No additional engineering will be done until more estimates are received to determine if the project can be completed within budget. • The installation of isolation valves, one each at the north and south ends of the island, is scheduled for this fall. Three new sample stations were purchased and are also scheduled to be installed this fall. Three additional sample stations will be purchased with funds previously budgeted for this purpose.

BRIDGE – Commissioner Ken Sanberg reported he will be contacting a service provider to schedule replacement of the storm water canisters at the bridge entrances before the end of the year. He noted Garden Gate Landscaping continues to do a good job of maintaining the bridge roadway, planters, and landscaping. • The Trustees approved of the volunteer project to decorate the bridge railings with Christmas lights again this year. A suggestion was received to replace the lights purchased last year with LED lights. Cheri noted there are still some funds remaining from donations received last year that could be used for this purchase; selling the lights that were purchased last year was suggested and/or soliciting for donations again if needed. Ken and Cheri agreed to spearhead this lighting project.

ROADS – President Madson thanked Road Commissioner Tom Spaulding for organizing several volunteer work parties to clean up the roadsides, pruning and trimming overgrown brush and overhanging branches. It was acknowledged that this is a maintenance project that should be done on a routine basis and it requires a considerable amount of labor; a suggestion was made to look into the cost of outsourcing it.

Tom reported the maintenance employee painted the speed bumps in early September; the stenciled 'Stop' letters and striping on the bridge still need to be done. A member volunteered to purchase materials at a discounted price available to him; the cost for the road paint was \$128 and thirty reflectors are also on order. Three new 'Stop' signs were donated and have been installed at the three-way intersection. • Tom is still planning to pursue repairs to the drainage ditch on Tract E with the installation of drain pipe, connecting a 6" pipe to the 8" culvert at the top of the property and extending the line to the discharge point at the bottom. • He noted when the project to clear brush and the branches overhanging the paved road is completed, the same will be done along the center graveled road. • A letter was received from a member expressing concerns about erosion in the drainage ditch bordering lots 174 & 176 and the potential for destabilization of the west embankment. Tom will investigate this.

DOCK – Commissioner Dan Meddaugh reported two new grate partitions were purchased for the float. One was used to replace a damaged partition and the other will remain on hand for future use. • He will be looking into a source for solar powered LED lights for the gangway entrance. It was noted that the lighting plan will have to be presented to the Department of Natural Resources for approval before installation. • Dan reported the trees bordering the roadway at the dock facility have grown up into the power lines. He will be making contact with the Public Utility District and/or Wave Broadband to inquire about getting them to prune back the tree limbs.

BEACH – Commissioner Cheri Swettenam reported the barricades topped with bird spikes that were recently installed on the shelter roof are working as intended. She noted a lawn chair was left at the beach and is assuming it was a donation. She has left it there for the members' enjoyment. • In response to questions, it was noted that driving ATVs on the beach is not permitted by law; throwing yard debris in the water is also unlawful.

SECURITY – Commissioner David Madson reported he followed up with each of the contractors who provided bids to upgrade the security system; Defense Security Systems, Tyco, and CCTVRoom. He recommended CCTVRoom for this project. They quoted \$5,476.64 to upgrade the DVR and its supporting software system; a Samsung Galaxy Tablet is included so the cameras can be accessed remotely. David noted they provide a maintenance plan at no cost and they can access the software remotely for repairs. **MOTION** to accept the quote of \$5,476.64 from CCTVRoom was made by David Madson, seconded by Larry Grumme and passed.

NEW BUSINESS

- Kamryn Morgan volunteered to fill the vacant Board position. **MOTION** to appoint Kamryn Morgan to fill the vacant position on the Board (with a two year term remaining) was made by Cheri Swettenam, seconded by Dan Meddaugh and passed.
- Dan Meddaugh submitted his resignation from the position of Secretary/Treasurer. The Trustees accepted his resignation. Dan remains on the Board as the Dock Commissioner.
- **MOTION** to elect Kamryn Morgan to fill the position of Secretary/Treasurer was made by Dan Meddaugh, seconded by Cheri Swettenam and passed.
- The Trustees reviewed the language drafted by the Association's attorney for the Bylaw amendment approved by the membership at the July meeting. Provisions added to Article 7, Section E. as follows: "A Board member may also be removed from the Board for not attending Board Meetings. If a Board member misses three (3) consecutive Board meetings, then that Board member may be removed by a majority vote of the remaining Board members after notice and opportunity to be heard." **MOTION** to approve of the language as written by attorney David Silver for the amendment to the TICC Bylaws, Article 7, Section E. Removal of Board Member, as approved at the Annual Member Meeting July 9, 2016, was made by Tom Spaulding, seconded by Larry Grumme and passed.
- **MOTION** to convene in a closed Executive Session at 10:30 AM to review and discuss correspondence from attorney Martin Burns was made by Cheri Swettenam, seconded by David Madson and passed. The open meeting reconvened at 10:55 AM. **MOTION** to approve of proceeding to seek resolution with regard to a property line issue in accordance with legal counsel's advice was made by Cheri Swettenam, seconded by Larry Grumme and passed.
- The Trustees reviewed a Management Services Agreement and Scope of Work (SOW) Summary from HOA Community Solutions. The Agreement and SOW were reviewed and edited by the Association's attorney, David Silver, and all of his revisions were accepted by the service provider. A cost comparison indicated the annual savings realized by outsourcing bookkeeping and other administrative tasks is estimated to be about \$3,000.00. **MOTION** to approve the Management Services Agreement and Scope of Work was made by Larry Grumme, seconded by Dan Meddaugh and passed.
- The Club's web master requested approval to remove outdated and irrelevant documents from the web site. A list of the documents was provided and the Trustees approved of their removal. If any other documents are identified for removal, the Board will be informed.

- The Trustees agreed to send a letter to the landscaper who throws business cards (in plastic bags weighted with rocks) in all the driveways on the island to request that he discontinue this practice and use the bulletin board at the top of the hill for his advertising.
- A sample of a complaint form for members' use to report violations of the Rules in writing was reviewed. The Trustees agreed to make the form accessible on the web site if possible

ADJOURNMENT

David Madson adjourned the October 1, 2016 meeting at 11:40 AM.

Written by Linda Pryor/Executive Secretary

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