

## TREASURE ISLAND COUNTRY CLUB

**MINUTES OF THE BOARD OF TRUSTEES MEETING held October 4, 2014**, 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 Larry Grumme, Ken Sanberg, and Morina Dustan; Mike Croke and Roger Hansen were absent.

### MINUTES

**MOTION** to approve the [Minutes of the August 9, 2014 Board Meeting](#) was made by Larry Grumme, seconded by Ken Sanberg and passed.

**MOTION** to approve the [Minutes of the September 4, 2014 Special Board Meeting](#) was made by Larry Grumme, seconded by Dave Madson and passed. Morina Dustan abstained from the vote.

**MOTION** to approve the [Minutes of the September 21, 2014 Special Board Meeting](#) was made by Ken Sanberg, seconded by Morina Dustan and passed.

A request was received to email materials to the Trustees for review earlier than a couple of days before the Board meeting.

### FINANCIAL REPORT

The Trustees reviewed and discussed the Cash Flow Report dated September 31, 2014. A correction was noted to change 'September' to 'October' in the description of check #7414. To satisfy the Association's foreclosure on lot 242, the Sheriff's Sale will take place at 10 AM on October 24th at the Mason County Courthouse. Bidding will start with the full outstanding balance of \$37,479.61 plus additions for whatever more attorney fees are incurred and the cost of the Sheriff's sale (estimated at \$2,500 to \$3,700). The Association's attorney will provide the Sheriff with the Association's bid amount prior to the sale so there is no need for a Board Officer to attend. The Trustees reviewed the Budget and Actual Expense Report dated September 31, 2014. It was noted that all expenses associated with the off-site office are being funded with the contingency fund. **MOTION** to accept the Financial Report as corrected was made by Morina Dustan, seconded by Larry Grumme and passed.

### COMMISSIONER REPORTS

**WATER** – Commissioner Larry Grumme distributed a written report prepared by the Water Operations Manager, Daryl Axelson. The coliform test for September was positive; this sample was further tested and was negative for the e coli bacteria. Six repeat samples were taken later that week and all were negative. In October, four routine samples will be taken as required by the state's Office of Drinking Water. ● So far this year, 10,171,104 gallons, or 31.2 acre-feet have been pumped. Water production exceeded the ten year average during the months of August and September. Service meters were read on October 1st. During the third quarter, there were nine service connections with greater than 100,000 gallons usage for the three month period. Five service connections showed signs of water leakage through the leak indicator built into the meter; the owners of these connections were notified. The Trustees discussed notifying owners of their average water usage each quarter and various procedures for notification were noted for further discussion with the water system team.

- Seven meters were installed in September; a total of 182 meters have been installed with 42 remaining to complete the installation project. There are fourteen inactive service connections on undeveloped properties. Lockable meter valves will be installed on these connections and they will be secured with a padlock; notification letters will be sent to the owners. Four of these inactive connections have been secured to date. ● A revised Sanitary Survey report was received from the Department of Health. The Survey now states that we do not have any Significant Deficiencies and also acknowledges that our water system is meeting the regulatory requirement for minimum water pressure. ● Of the 255 water use questionnaires sent out, 233 responses have been received.
- Following the September 21st Special Meeting, the Trustees and Water System Team submitted questions and comments to Larry related to the seismic stabilization of the water reservoir. Larry distributed a copy of the compiled questions that he will be submitting to Gray & Osborne this Monday; additional comments/questions should be submitted to Larry by Sunday.

**MOTION** for Commissioners to submit items for the agenda to the Secretary one week in advance of Board meetings and to provide the Secretary with a written outline of their report of activities related to their area of responsibility at each Board meeting was made by Morina Dustan, seconded by Larry Grumme and passed.

BRIDGE – Roger Hansen absent – no report.

DOCK – Commissioner Ken Sanberg reported that he and a volunteer removed three small trees and pruned up branches along the access road. Some small trees and brush were also removed from the triangular area above the lower parking area; he suggested that some beauty bark be spread in that area next spring and noted he will be researching solar lighting to illuminate the gangway entrance and float. ● Tom and Cheri Swettenam removed the old fence along the top of the bulkhead and replaced it with the installation of new posts, guardrail and cross braces; they painted the new fencing and the rails on the pier. **MOTION** to approve sending the Swettenams a thank you card and \$50 gift certificate for the Boathouse was made by Ken Sanberg, seconded by Larry Grumme and passed.

ROADS – Morina Dustan reported there are several areas along the road right-of-way where overgrown brush needs to be pruned back. Before instructing the maintenance employee, she will take pictures of the areas that need attention and prepare recommendations for the Trustees to review and approve at the next Board meeting. ● Plantings that were blocking visibility to the south of the stop sign at the top of the hill were recently pruned back by the bordering property owner. A note of thanks will be sent to this member.

BEACH – Commissioner David Madson reported there were no problems at the beach area; he noted there has been no trouble with graffiti this past year. Requests for reservations of the picnic shelter were submitted to David during the summer months.

SECURITY – Commissioner David Madson reported there was a problem with the security surveillance cameras last month and they were out of service for about a week; the problem was resolved and the system is now operating correctly. ● The Trustees reviewed a revised draft of the Security Commissioner Responsibilities. **MOTION** to approve the Security Commissioner Responsibilities as revised was made by Larry Grumme, seconded by Ken Sanberg and passed. A suggestion was received to remind members that the Association no longer employs a security patrol.

#### OLD BUSINESS

The Association's CPA included recommendations to improve business practices as part of the audit conducted earlier this year. A draft of action items to implement these recommendations was provided to the Trustees for review. It was agreed that a work session should be scheduled for the review and discussion of the action items.

#### NEW BUSINESS

Elected at the Annual Membership Meeting, Marta Brown conveyed that she will be unable to serve on the Board. **MOTION** to recognize Marta Brown's resignation from the Board of Trustees was made by Morina Dustan, seconded by Larry Grumme and passed. The position of Secretary/Treasurer is now vacant; action to appoint a Trustee to fill the position was deferred to the next regularly scheduled Board meeting when all of the Trustees are expected to be in attendance.

A draft of an Employee Agreement for the Executive Secretary, Linda Pryor, was provided to the Trustees for review. A suggestion was received to defer the review for the same meeting that is to be scheduled for the action items. **MOTION** to schedule a special meeting for review of the action items and Employment Agreement was made by Morina Dustan, seconded by Larry Grumme and passed. The second week of November was suggested for a meeting date.

The Trustees noted a comment received regarding the increased amount of metal artwork pieces that have been placed on Club properties without Board approval. Discussion was tabled for another meeting.

#### ADJOURNMENT

David Madson adjourned the meeting at 10:20 AM.

Written by Linda Pryor/Executive Secretary

