



BOARD OF DIRECTORS
OPEN SESSION
MINUTES
Saturday, 10:00 am, at the Clubhouse
May 20, 2017

-
1. **The meeting was called to order at 10:05am.**
 2. **Roll Call-** Therese Harris, Bobby Sutherland, Mark McMullen, Randy Gillenwater, Darryl Hall were present. Absent- Rod Olguin & Chris Qualls.
 3. **SUMMARY OF EXECUTIVE SESSION-**
Vice President Therese Harris gave a short summary of Executive Session. Discussed Contracts-Employee Matters-General Business.
 4. **COMMITTEE REPORTS-**
Station 34 – No Station Report. GM reported that our Volunteers need re-certification and are not able to go in calls till re-certified.
Recreation – Janice Gillenwater reported on Pontoon Friday at 6:00pm, Pool social Tuesday at 6:00pm and Firewise Memorial Day BBQ.
ARC – GM reported new arc procedure are working well.
Finance – Discussed the purchase of West Ramp, Reserve Spending, New Community Dock in Reserves for \$146,000. No longer need additional Log Booms. GM to look into additional Savings account new bank as well as a Zero Balance account. Finance Committee recommended the purchase of a new Maintenance truck for \$35,000 plus tax
Fire Wise/Fire Safe – Bob Dietz reported Memorial Day BBQ is \$7.00. Also, Firewise has given the Association \$5,000 for fire prevention. Had 24 people which included the Association staff for CPR & First Aid Certification.
Private Marina – Randy Gillenwater reported that all slips are floating and last payment is due in October.
NEWS Letter/Website- Randy Feltman reported next Oak Leaves is June 10th.
NRWMC – Don Bullard gave very informative presentation on the Tunnel project as well as potential issues with lack of Ranger Patrol on the Lake this summer.
 5. **MEETING MINUTES APPROVAL-** April 15, 2017
Motion- Darryl Hall Motioned to approve April 15, 2017 minutes
Second- Randy Gillenwater **Vote- 5-0** approved

6. New Business-

- a. **Community Slip Bids-** The board discussed the bids for Community slip project. Smith Construction was at \$171,840 with a disposal price of \$6,500. JM Construction was at \$146,518 with a disposal price of \$12,500. Board put together a committee to discuss and meet with contractors. Committee is Randy Gillenwater, Mark McMullen & Steve Gasperson GM.
- b. **Memorial Day Plan-** The GM gave an up-date on the plan for Memorial Weekend. Gate-Staffing-Code-Marinas-VIP Program.
- c. **West Ramp Reserves Resolution-** VP Therese Harris read the following-
“The Board of Directors voted to accelerate the Option Payments on the West Ramp Purchase Agreement. We have \$85,000 in the 2017 Budget for an Option Payment. We forecasted for another payment of \$85,000 in 2018. We will be borrowing \$85,000 from the Reserves and will include in our 2018 Budget. We will then put this into Reserve Account in 2018 for re-payment.
- d. **Quarterly Financial Reports-** The Board of Directors recognized receiving the quarterly financial statements on Operations as well as Reserve investments.

7. Old Business-

- a. **Wheelchair Lift Progress-** The GM gave an up-date on this project. The Board was also given a new drawing of proposed stair placement and chose to proceed with new stairs going straight down on other side of landing. Will also increase footprint of landing. Once Drawings and Engineering are done it will go to County for approval & Permits. GM will then bring back to Board for review & approval. Motion-Darryl Hall- Second- Randy Gillenwater **Vote-6-0 approved.**
- b. **ARC Up-date-** GM gave up-date on the NEW ARC process. All is working well and we are getting ARC process done in a timely manner.
- c. **Mid-Coast Geo-Technical-** GM gave up-date, and the report for slope repair, drainage issues and Main road should be ready for review at June Board Meeting.
- d. **Summer Parking & Rules-** GM went over all the parking areas and the rules that will be enforced over the summer months. NO Trailers anytime- No Guest or Rental parking on Saturday, Sunday & Holidays in any of the Marina areas or West Ramp or overflow parking. Owners Only.
- e. **West Ramp Purchase Up-date-** GM gave Board up-date on escrow progress. We should close between May 26 – June 2nd.

- f. **New/Used Maintenance Truck-** The Board approve with recommendation from the Finance Committee to allow GM \$35,000 plus tax & License to purchase a new or used truck. *Motion- Bobby Sutherland – Second Randy Gillenwater **Vote- 5-0** approved*
- g. **Lot 11 Parking Lot-** GM gave up-date on talks to put an agreement together with Lot 11 owners to manage and maintain Lot 11 Parking Lot. Still in preliminary talks.
- h. **Oak Shores 2 Emergency Access Easement-** GM gave an up-date on the easement that the County is finalizing. This will get us permission to help maintain our emergency exit road.

8. **Open Forum-**

- a. Member Jim Rice spoke on the possibility of the GM/Board asking the owners to consider burying all black or white drainage pipes going down hills. GM will include this request in the Oak Leaves.

9. **Management Report-** General Manager gave an update on the following topics.

- a. Getting Community Ready for Summer Kickoff
- b. New Landscape Project & Sign
- c. CC&R Violations “Community Clean Up Project”
- d. VIP Guest Program
- e. Enforcement of the rules/High Water Summer
- f. Code Enforcement on Weekends
- g. New Employees for Summer
- h. Memorial Day Plan
- i. Volunteer Fire Dept. Station 34
- j. Community Suggestions

10. **Meeting Adjourned at 11:40am**

APPROVED

DATE