

## PSA Board Meeting Minutes

March 13, 2010

Present: Merrisue Steinman, Gena Smith, George Young, Bill Davies, Boyd Smith, Lori Gross, Larry Pazaski, Marlene Casmaer

Absent: Rob Koenig, Bob Miller

Community: Nancy Fullerton, Ron Moon, Gary Steinman, George Fullerton, William Casmaer

Call to Order: Merrisue Steinman. 10:06 A.M.

Motion #1: Boyd Smith.

- To propose that we approve the PSA Emergency Board Meeting Minutes of January 2, 2010. The Motion was seconded by Bill Davies. The Motion was passed unanimously.

Motion #2: Gena Smith.

- To propose that we approve the PSA Board Meeting Minutes of January 9, 2010. The Motion was seconded by Lori Gross. The Motion was passed unanimously.

Finance Committee Report: Merrisue Steinman. The audit is completed and is posted on the PSA web site. Members may request a copy via email. Members may also request a hard copy be sent to them in the mail, which will include a charge for printing and postage. Hard copies of the audit will also be available at the Annual Meeting.

Year end statements were mailed. (Thank you, Lori.) Hard copies were sent to each Member. Our tax forms have been filed for the year ending 6/30/09. We have an extension for July 09 through December 09. When the December 09 tax form is filed, the application to change to a calendar year will be attached to it. We will then be in compliance for 2010. We will be on a calendar year for our accounting purposes as well as filing for the IRS.

Nancy Fullerton: Update on Foreclosures and Liens on PSA Members.

Wiseman Utility Liens on Board Members Properties: The court hearing has been changed to April 22, at 1:30 P.M. in Shelton Superior Court.

Motion #3: Merrisue Steinman.

- That PSA open savings accounts at Key Bank in Shelton, Washington in the names of PSA Water System Capital Improvement Reserves, PSA Water System Capital Replacement Reserves and PSA Water System Current Operating Expenses Reserves. Said accounts will receive the so-designated funds as they are collected from the Members and the designated funds will be deposited preferably at least once a month or no later than once within a calendar quarter. These Reserve Accounts will not be co-mingled. Larry Pazaski seconded the Motion. The Motion was passed unanimously.

Duncan Insurance Report: Merrisue Steinman. The report was emailed to Board Members regarding what Rusty Duncan believes our risks are and where he thinks we need to increase our coverage (and the resulting increase in premiums).

Discussion: PSA Park Liability.

Action item: Refer back to the Finance Committee to get more information from Rusty Dunkin regarding the breakdown of the annual premium, and to do more research on general liability, replacement coverage and claims.

Discussion: High Speed Internet access for our bookkeeper, Nancy Fullerton. Nancy is currently on a dial-up connection, which makes it difficult to receive and send PSA information.

Motion #4: Merrisue Steinman.

- To authorize the payment for high speed internet access for our bookkeeper, at the most cost effective price, so that she can receive and disperse large amounts of data. Gena Smith seconded the Motion. The Motion was passed unanimously.

PSA Profit and Loss Statement Report: Merrisue Steinman.

Rules Committee Report: Boyd Smith.

Corrections to the 2005 recorded Bylaws.

Motion #5: Boyd Smith.

- That the corrections of the 2005 recorded Bylaws be done by mail and only the changes will be sent out for a Member vote. The Motion was seconded by Larry Pazaski. The Motion was passed unanimously.

Discussion: Marina rules discrepancy regarding PSA renters and boat moorage.

Motion #6: Boyd Smith.

- To move to immediately delete the 3<sup>rd</sup> paragraph of the current Marina Moorage Rules & Fees portion of our current PSA Rules regarding renter privileges since it is direct contradiction to paragraph 7. The Motion was seconded by Bill Davies. The Motion was passed unanimously.

Facilities Committee Report: Boyd Smith (for Rob Koenig).

The PSA Park septic has been pumped and flushed out because 3 of the 4 lateral lines in the drainage field were plugged. Everything is operating appropriately and the drain field has now been identified and marked with orange flags. There will be a redesign for gravel and grass placement and for where the new Park Caretaker will place his rig.

PSA Park Tree Update: Merrisue Steinman. They removed some of the dangerous trees already and the trees with yellow ribbons will also be removed.

PSA Park Caretaker Update. Gena Smith (for Rob Koenig): The new PSA Park Caretaker is scheduled to arrive at the Park and begin his contract on April 1, 2010. His name is Patrick Healy. His wife's name is Sarah Healy. Please welcome them!

Water Committee Report: Bill Davies.

Northwest Water Systems has recommended a structure plan for the PSA water rates.

Motion #7: Bill Davies.

- To support the PSA water rate proposal as presented by Bill Davies and recommended by Northwest Water Systems. Larry Pazaski seconded the Motion. Opposed: Boyd Smith. The Motion was passed.

Motion #8: Merrisue Steinman.

- That the Board revisits the cubic feet tiers in September. The Motion was seconded by Larry Pazaski. Opposed: Bill Davies, George Young, and Lori Gross. The Motion was passed.

Gary Steinman has volunteered to be the PSA contact for the leaks and other water connection problems, documenting who is responsible, the lot owner or PSA. Gary will do this until approximately July, 2010.

Communication Committee Report: Boyd Smith.

The next PSA newsletter will be sent out in mid-April. Committee chairs need to have their information turned into Boyd Smith by the first week in April. [paradise-service-associates.org](http://paradise-service-associates.org) is the new PSA website address.

New Business: Nancy Fullerton. The Landlord Form and Renters Rights Documentation should be revised and updated. Boyd Smith will call a Rules Committee Meeting for reevaluation. The matter of having renters pay directly to PSA for dues, etc. will be referred to the Rules Committee, who will send their recommendations to the Finance Committee for their approval.

Motion #9: Merrisue Steinman.

- To approve the annual contract for Nancy Fullerton, PSA Bookkeeper. The Motion was seconded by Lori Gross. The Motion was passed unanimously.

Motion #10: Merrisue Steinman.

- To approve for the Bookkeeper, Nancy Fullerton, a \$500.00 bonus for work on the PSA Audit. The Motion was seconded by Boyd Smith. The Motion was passed unanimously.

Motion #11: Larry Pazaski.

- To award Jack Fisher a bonus for his long-standing work for PSA, to be funded from the Water Account, in the amount of \$500.00, payable on August 8. The Motion was seconded by Bill Davies. The Motion was passed unanimously.

Discussion: There will be a potluck "Thank You" party for Jack Fisher on August 8, 2010. Merrisue Steinman and Gena Smith will coordinate the event.

Motion #12: Gena Smith.

- To adjourn the meeting. The Motion was seconded by Larry Pazaski. The Motion was passed unanimously 12:14 P.M.

Respectfully Submitted,

Marlene Casmaer, PSA Secretary