

PSA BOD MEETING AGENDA

Saturday November 19, 2016 @ 10AM

Location: MBCC

Board/association members in attendance (as per sign-in sheet):

1. Call the BOD meeting to order (Acknowledge the meeting will be recorded)
2. Presidents Report:
3. Approve Sept 17, 2016 BOD minutes
4. Review and appoint Phil Grabicki board member position replacement
 - a. Jan Moon
 - b. Any other applicants **No**
5. Old Business:
 - a. Newsletter sent to NWS 10/31/2016
 - b. Board participation in Mason County HOA group, Oct 29, at Shore Crest (**next meeting Jan 28**)
 - c. Web site and access
 - d. Sayan cross contamination **Sent letter to Patrick McDonald asking for legal guidance to deal with cross connection issue. Can we send letter to bankruptcy court or state, shut off water, install RP devices and charge cost to Sayan account.**
 - e. Property and BOD liability insurance
 - i. Duncan Insurance **Provided Philadelphia Ins estimate for both Assoc liability and BOD \$4652 Still needs a tweak or 2 though**
 - ii. Other options (**Missy Lawson from Arnold Smith Ins will meet with Bob and I on Nov 30, noon, to walk through the park**)
6. New Business:
 - a. New/resurrected committees:
 - i. Bylaws/Rules: Approve resolution for creation of this new committee **probably don't need one since this committee was already created and re-filed by-laws and rules in 2000 and 2012**
 - ii. Review Bylaws/Rules Charter **Still working on this**
 - b. Review and approve 2017 Caretaker contract (expired 10/31/16) **May need to table this item**
 - i. Caretaker vacation pay reimbursement **Contract states 1 week (5 days)**
 - ii. Advertise for 2017 caretakers **Several site and subscriptions recommendations from other HOA's . Once caretaker contract is final we can start advertising**
 - c. Budget 2018: Budget planning meeting? **Lori will call a meeting in January**
 - d. Approve 2017 board and annual meeting dates (listed at the end of agenda)
 - e. 2017 Dues: **Due date error by NWS stated on invoice dues were due by Jan 31. In order to comply with our PSA Bylaws that state that dues are due Jan 1st, we need a motion to excuse penalty from Jan 2nd to February 1st and so on.**

7. Committee reports (**due Wednesday prior to the board meeting**):
 - a. Facilities (chairman Bob Hay)
 - i. New project discussion for 2017/2018
 - b. Finance: (Chairman Lori Gross)
 - i. Committee recommends transferring year end funds to reserve accounts (savings and park reserve) maintaining a prudent reserve in the general checking for expenditures during January and February. **Prudent reserve has not been established yet.**
 - ii. Balance Sheet, 2016 budget vs expenditures (copies provided)
 - iii. Still working on IRS discrepancy
 - iv. Next meeting: **Jan 2017**
 - c. Water: (Chairman Rick Galvin)
 - i. Sayan water sharing issue: DOH has determined they cannot do anything about what a homeowner does on their own property. BOD discussion on the next move is needed. **Sent letter to attorney asking for guidance**
 - ii. Generator project update
 - iii. Other projects
 - d. Marina: (Chairman Suzy Zeitelheck)
 - i. Recommendations from committee to board regarding seasonal, daily moorage fees, limit on boat length, and no launch fee at this time
 - ii. Plan and budget for marina renovation
 - iii. AquaTechnex contract to remove lagoon weeds in 2017 (**refer to quote estimate**)
 - iv. Next meeting: **Jan 14, 2017 Pazaski garage at noon**
 - e. Newsletter: Due January 2
8. Other matters that may properly come before the Board (each member is limited to approximately 2 minutes) Members will notify BOD upon signing in that they wish to be heard.

2017 Meeting dates at 10 am:

Annual meeting (1st Saturday following Memorial Day):
June 3, 2017 (The Hut)

Board meetings (3rd Saturday):

January 21 (MBCC)
March 18 (MBCC)
May 20 (The Hut)
July 15 (The Hut)
September 16 (The Hut)
November 18 (MBCC)