

PARADISE SERVICE ASSOCIATES (PSA) BOARD OF DIRECTORS MEETING

DATE: March 25, 2017

TIME: 10:00 A.M.

LOCATION: MASON BENSON COMMUNITY CENTER

PRESENT OFFICERS AND DIRECTORS: President Velinda Brown, Vice President Tom Moore, Secretary Maureen Allen, Treasurer Lori Gross, Directors Jan Moon, Blair Harter, Darlene Dennewith, Richard Galvin

COMMUNITY ATTENDEES: Merrisue Steinman, Stacey Harter, Ronald Moon, Stan Eberhard, Joseph Quarto

President Velinda Brown announced that the meeting will be recorded and if any attendee does not want their statement to be recorded to please advise the board now. No objections to the recording were stated by the attendees. A request was made of all attendees who wish to make a statement to stand and state their name and lot number and speak loud enough for the recorder to pick up their comments or questions. At the end of the meeting all attendees will have the opportunity to have 2 minutes to speak to the board. A request was made that an email be sent to the President so the board can be prepared to address all attendees concerns.

AGENDA ITEMS TO FOLLOW:

ITEM 1: CALL THE MEETING TO ORDER: The meeting was called to order at 10:05 a.m.

ITEM 2: PRESIDENTS REPORT

- a. Numerous PSA Association members have complimented us on all of the work that has been done over the last 9 months. They love the newsletters! A list is being accumulated of volunteers including names, contact information, time available and projects they are willing to work on. Please forward names to the president who are willing to volunteer their assistance on projects.
- b. I/we continue to get valuable information from the members of the Regional HOA's of Mason County. Several board members (Velinda, Maureen, and Lori) attended the January 28, 2017 meeting at Harstene Island to represent PSA. This group is made up of HOA's in Mason County. The next meeting is at LakeLand Village on April 29, 2017.
- c. A special thank you to Bob Hay who recently retired from our PSA Board of Directors as the Facilities Chair. His first assignment was to contact a septic pumping company because the bathrooms had backed up. He stepped up to each challenge as they arose and did it with a smile. I wish the best for him and his new bride, Dorothy.
- d. Thanks to all the committee chairs and member volunteers for their participation in completing the 2018 committee budgets and 2017 projects for review by the BOD.
- e. A huge shout out to Mary and Larry Skalicky for volunteering to use their trailer to take the associations riding lawn mower to be serviced at Arcadia Small Engine Repair in Shelton. This saved the association around \$100.00.

ITEM 3: APPROVE THE JANUARY 21, 2017 BOD MEETING MINUTES (sent to all board members via e mail)

Blair Harter moved to accept the minutes as written, Darlene Dennewith 2nd the motion, motion passed unanimously.

ITEM 4: OLD BUSINESS

- a. Newsletter was sent to NWS on March 3, 2017.

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- b. Website access: Thanks to Rick Galvin, we now have access to the website. The website is being updated by Roger Biggs, the Mason/Benson webmaster. Roger is volunteering his time and is doing a great job. The website now has recent approved minutes, newsletters and all current 2017 forms. Enhancements to the website are still planned to include classified ads and contractor referrals.
- c. Missy Lawson, PSA's insurance agent has verified that PSA is covered for any liability on property that is owned by PSA which includes coverage for all waterways running from Olympic to Lakeview and all public access to park attending fund raisers, private parties etc. A copy of the insurance policy has been sent to all PSA Board Members. The policy will be posted to the website.
- d. A request has been made to our attorney Patrick McDonald to send a letter to the bankruptcy attorney advising of a water cross contamination issue. No response has been received at this time. A PSA member has shown interest in purchasing the subject property and legal advice is being requested regarding this matter.
- e. Bylaws/Rules Committee meeting to be scheduled soon by Chairman Tom Moore.

ITEM 5: NEW BUSINESS:

- a. Select a board member to fill vacated position held by Bob Hay. Candidates are Brenda Bamford and Larry Pazaski. Board voting occurred by ballot and counted by 2 meeting attendees and overseen by a board member. Brenda Bamford was elected to fill the vacated position held by Bob Hay.
- b. Confirm Dean Graves as caretaker: A recommendation was received by Bob Paysee. Dean was the Sunny Slope caretaker for 2 years 2014 & 2015. Tom Moore moved to accept Dean Graves as the PSA Caretaker, Maureen Allen 2nd the motion, passed unanimously. Mr. Grave's employment will begin April 1, 2017. Mr. Graves has also requested a 12 month term of employment which the salary will be reduced to \$500.00 a month between November 1st and March 31st.
- c. Launch fee revenue: Should revenue be applied to the park reserve or moorage reserve? (The PSA Rules do not specifically identify the moorage fees be used for the launch repair). After much discussion Lori Gross moved to deposit all collected launch fees to the park reserve, Blair Harter 2nd the motion, motion passed unanimously.
- d. Vote to approve 2018 Budget (presented by Lori): Postponed to after committee reports.

ITEM 6: COMMITTEE REPORTS (due Wednesday prior to the board meeting)

- a. Facilities: (temporary co-chairs Velinda Brown and Blair Harter). Minutes of Facility Meetings are provided via e mail. Blair moved to approve \$13,400.00 for the Facilities Committee recommended 2017 projects, 2nd by Tom Moore, motion approved unanimously. The next meeting is April 9, 2017 at the Pazaski meeting room.
- b. Finance: (Chairman Lori Gross) Lori reported that she performed an internal review and reconciliation of the PSA bank statement. Balance Sheet as of March 16, 2017 was in hard copy and available for distribution at the PSA Board Meeting which addressed the following: Total Checking/Savings/Reserves; Total Accounts Receivable; Total Un-deposited Funds; Total Fixed Assets. Approximate monies in arrears \$14,000.00 dues \$17,000.00 water. Still working on IRS doc filing issue for first quarter of 2012 and 2014 which will go back to Finance Committee (ongoing). The next meeting to be determined.
- c. Marina: (Chairman Jan Moon) Jan presented recommendations from the Marina Committee for 2017 projects. Jan Moon moved to approve \$39,050.00 from the reserve account for projects to occur in 2017, Lori Gross 2nd the motion, the motion was approved unanimously. Jan also reviewed the projected 2018 project

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List. Jim Baggerly has volunteered to fill the hole at the end of the load/unload concrete ramp. It has been reported that there is a log on the bed of the marina parallel to dock C. The log issue is referred to the Marina Committee. There is currently \$57,627.00 in the Marina Reserve Account.

- d. Water: (Chairman Richard Galvin) New propane tank will be arriving March 29th. Discussed the possible water contamination issues that needs to be resolved and in hopes that PSA's attorney letter to bankruptcy attorney will help resolve this issue. There is currently 1 pump (well) down. The remote submersible valve has failed. The parts have been ordered and should arrive by Monday thru Thursday.
- e. Vote to approve the 2018 Budget (presented by Lori Gross) Lori moved for the board to approve and send out to the PSA property owners the 2018 budget with a \$20.00 increase in dues from \$245.00 to \$265.00 a year, 2nd by Tom Moore, motion passed unanimously.
- f. New Owner Packets: Darlene Dennewith reported that last year 12 packets were sent and 2 packets have been distributed in 2017.

Maureen Allen moved to adjourn the meeting, 2nd by Darlene Dennewith, motion approved unanimously. Meeting adjourned at 12:10 p.m.

Minutes respectfully submitted by PSA Secretary Maureen Allen