

PARADISE SERVICE ASSOCIATES

MAY 20, 2017 BOARD OF DIRECTORS BOARD MEETING Minutes

TIME: 10:00 a.m.

LOCATION: PSA PARK HUT

OFFICERS PRESENT: President Velinda Brown, Vice President Tom Moore, Secretary Maureen Allen, Treasurer Lori Gross

DIRECTORS PRESENT: Darlene Dennewith, Jan Moon, Brenda Bamford

ABSENTEES: Directors Richard Galvin (excused) and Blair Harter

ATTENDEES: Ashley Gay, William James, Merrisue Steinman, Ronald Moon, Tina Simms

President 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. Introductions were made by the seated board and the attendees.

AGENDA ITEMS TO FOLLOW:

ITEM 1: CALL THE MEETING TO ORDER

The meeting was called to order at 10:12 a.m.

ITEM 2: PRESIDENTS REPORT

- a. The newsletter was sent out on May 2, 2017 to Northwest Water Systems. Everyone who gets a water bill receives a newsletter.
- b. Jan and Velinda attended the Regional HOA of Mason County which took place at LakeLand Village located in Allyn on April 29, 2017. Guest speaker was Rob Haas from Wilson & Haas Law Firm. The next meeting will occur on August 6, 2017 at 10:00 a.m. Location to be announced later and these meetings are only attended by board members. Examples of obtained information during meetings are regarding insurance, attorneys, care takers, liens, and overdue accounts.

ITEM 3: APPROVE MARCH 25, 2017 BOD MINUTES (minutes are sent to all Board Directors via email for review)

President Brown noted that as soon as the BOD Minutes are approved they are posted to the PSA website.

Jan Moon moved to accept the minutes as written, Darlene Dennewith 2<sup>nd</sup> the motion, the motion to accept the minutes as written was accepted unanimously.

ITEM 4: OLD BUSINESS

- a. Newsletter was sent to NWS on May 2, 2017 already stated in the Presidents Report.
- b. Website access: Enhancements are still planned to include classified ads and referrals of carpet cleaners, marine repair etc. similar to the Mason/Benson Website. This website will be available to all Paradise Residents to submit positive referrals and also note a negative service statement.
- c. Roger, the PSA webpage focal, is going to try to access the old PSA laptop.

ITEM 5: NEW BUSINESS

- a. Along with b. on agenda, 180 ballots were sent out and that means that our 20% or 36 residents need to be present at the annual meeting or vote by proxy to pass the budget and vote for directors. President Brown explained that the annual meeting agenda cannot be changed once mailed. The 2 minute allowance at the end of the annual meeting will be honored as usual. Joe Quarto submitted a letter of interest as a board member and his name will be added to the ballot being distributed at the annual meeting because his interest was not submitted before the mailing to the community. Committee chairpersons will be requested to have their yearly reports out and ready to present at the meeting for the membership. The registration table will be attended by 2-3 volunteers and available 1-2 hours before the start of the meeting. There will be a sign in sheet, and 2 envelopes will be available with 1 envelope for their name and lot number and a plain envelope for their ballot which will be opened for anonymous voting. Lori will present an extensive financial report so everyone will understand all of our finances.
- b. Included with a.
- c. Tom Moore will try to establish a functioning PA system for the meeting.
- d. Work Party/BBQ (May 20<sup>th</sup> after BOD mtg.) Work party tasks as follows: PLANT PLANTERS-Peggy, PAINT REMAINING PICNIC TABLE-Ashley, PAINT THRESHOLD OF BATHROOMS-Maureen, POWER WASH BASKETBALL COURT-Tom, STAPLE PAPER ON HUT STORAGE WALL-Tom, CUT/REPLACE DOCK BOARDS-William, CLEAN UP GRAVEL NEAR BATHROOMS/TRIM/PULL DEAD PLANTS-Jan, Ron, Darlene, PAINT DECK-ON ONTO THE WORSE BOARDS-Tina, and BBQ -Tom. Work party needs are tools, plants, potting soil, drills, paint, brushes, and wood screws for dock-Velinda will provide and BBQ briquettes-Tom will provide, coffee/cups-Jan will provide, food, condiments and desert will be provided by Darlene and Peggy, music?
- e. Caretaker off season contract: Current contract ends October 31<sup>st</sup>. Caretaker Dean would like to give up his lot space at Spencer if he can stay for winter season. Current contract indicates that PSA will pay \$500 for the winter season. Comments? Note: between November 1 and March 31 dogs are allowed in the park. Caretaker Dean's dog, "Rosie" has already proven to be a great goose and duck deterrent and a caretaker's presence provides security. This issue will be referred to the Facilities Committee to discuss duties and wages and meet with the caretaker. Merrisue inquired about installing a poop station with bags for fecal pickup. Facility Committee will research.
- f. Sayan foreclosure: President Brown read a letter addressing a foreclosure process regarding property being foreclosed upon within PSA. Lori Gross moved to go forward with a Sayan foreclosure letter for all 3 lots, Jan 2<sup>nd</sup> the motion, no discussion, and 6 votes approved 1 vote disapproved. The motion passed.

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

- a. Facilities (temporary Co-Chairs Velinda Brown/Blair Harter) Tom moved to go forward with the hut repair not to exceed \$5,000 and to go forward with the replacement of roofs for the restroom and storage buildings not to exceed \$4,500. 2<sup>nd</sup> by Jan Moon, the motion passed unanimously. Next meeting is June 11<sup>th</sup> at the hut.
- b. Finance (Chairman Lori Gross) Lori discussed the issues discussed at the May 13 Finance Meeting. The actual financials will be reported at the annual meeting. There is another IRS notification indicating there was a failure to file employee taxes in December 2014. Lori said that she will volunteer to assist the new Treasurer after the end of her term terminating in May. The next meeting to be determined. President Brown indicated that the aging report from NWS is not keeping a correct account of who is currently owing property within PSA.

- c. Marina (Chairman Jan Moon) to date 29 oversized and 7 standard slips are currently rented out of 65 available slips. 11 oversized slips are still left for rental. \$13,000 for slip rentals has been collected. 8 launch permits for the season have been collected at \$25.00 each. \$70,227 is currently deposited in the Marina Reserve Account. Information reported from the last Marina Meeting included information regarding the need for an engineering drawing before permits can be given for new marina slips. Awaiting drawings from Lake Shore waiting to decide if new docks will be installed by volunteers or thru dock installers. President Brown reported that the board approved funds for 1 replacement dock in 2017 and 1 replacement dock in 2018. This will be a 3-4 year project. An inquiry for information was made into Mitchell Lumber for lumber, building floats and docks. Tina Simms reported on suggested events for raising money for the Marina. Suggested events were a movie night, a dance on July 22<sup>nd</sup>, T shirts/sweat shirts, spaghetti feed, yard sale, taco feed and possibly a root beer float night. Ashley Gay volunteered to be an additional event coordinator. The next meeting will be June 10 at noon at the Hut. Jan reported that she reviewed the Soundview Reserve Study and it still has not been corrected. Jan noted that the study did show smaller docks for usage by jet skis and kayaks thought that was a good idea.
- d. Water (Chairman Rick Galvin) In Rick's absence, Velinda reported that the occurring leaks have been reported to NWW and taken care of. Tina Simms reported and described damage to a blow off concrete and plastic surround. A letter has been sent to the bankruptcy attorney by Patrick McDonald regarding the water sharing issue. A June 11<sup>th</sup> at 1 p.m. Water System Committee Meeting at the hut has been requested of Rick. ACTION ITEM: VELINDA AND TOM TO LOOK INTO THE JEFF BOWERS WATER PRESSURE PROBLEM. Velinda read a report from Sean Burns of NWW regarding the Bowers possible water leakage and pressure issues. Velinda is awaiting the response to this report from the Water Chairman. The contract with NWW needs to be reviewed Construction, waiting for Kyle to respond to an invitation to come and discuss weed control in the marina, by the water committee.
- e. New Owner Packet (Darlene Dennewith) There has been only one new owner since the last meeting in May. In the packet that is sent to a new owner is a requested return survey with a stamped envelope, however only a few have returned the requested sent surveys.
- f. Bylaws (Chairman Tom Moore) an initial meeting has not yet occurred. Tom would prefer a 5 member committee. The goal is to list changes or modifications, make all documents mesh, remove ambiguities, define the intent of the rules and finally decide what rules are enforceable and/or outdated. Need to have an attorneys review for legality issues. For all who are interested the first step is to download and print the existing bylaws, rules, and covenants which are posted on the website, review all on hardcopy, make notes for the first meeting and keep in mind what you might want to bring before the committee meeting. The first meeting is June 8, 2017 at 7 p.m. at the Moore residence.

ITEM 7: NEWSLETTER (Velinda Brown)

- a. The newsletter is due in June. The board recommended at the last meeting that the publication be scaled down. The cost of the newsletter to be included in the water bill is \$160.00. If it is mailed quarterly it will considerably reduce the cost. This will be an agenda item at the annual meeting.

ITEM 8: LEGAL ISSUES (PODY AND MCDONALD)

- a. Sayan cross contamination issue. President Brown sent an email to the BOD Members requesting a majority approval to have Patrick McDonald send a letter to the Sayan bankruptcy attorney regarding water sharing and the threat of cross contamination. The BOD Members approved the mailing of a letter.

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ITEM 9: OTHER MATTERS THAT MAY 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.

Ashley Gay discussed an issue with checking in with the caretaker upon entering the park. She was assured that once the new caretaker recognizes the members and adjusts to his new responsibilities that the entering of the park will process more smoothly.

Brenda Bamford moved to adjourn the meeting, Darlene Dennewith 2<sup>nd</sup> the motion, the motion was unanimously approved.

ACTION ITEM: VELINDA AND TOM TO LOOK INTO THE JEFF BOWERS WATER PRESSURE PROBLEM

The meeting was adjourned at 12:06 p.m.

Respectfully submitted by PSA Secretary Maureen Allen