

PARADISE SERVICE ASSOCIATES

November 18, 2017 Board of Directors Meeting Minutes

TIME: 10:00 A.M. LOCATION: Jan Moon's Residence

OFFICERS PRESENT: President Velinda Brown, Vice President Tom Moore via phone connection, Secretary Maureen Allen

OFFICER ABSENT: Brenda Bamford has an excused absence.

DIRECTORS PRESENT: Darlene Dennewith, Joe Quarto, Jan Moon, Blair Harter

DIRECTOR ABSENT: Rick Galvin

ASSOCIATION ATTENDEES: Merrisue Steinman, Stan Eberhard, Dan and Tina Simms, William James, Larry Pazaski, Dean Graves

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 attendees.

AGENDA 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. PSA hosted the Regional Coalition of Mason County HOA's on November 11, 2017 at the Allyn Community Center. Velinda Brown, Maureen Allen, Darlene Dennewith and Jan Moon attended from PSA. Only HOA board members and invited guests attend (speakers). The agenda focused on the future of the coalition and how the group wanted to move it forward. An information sheet was handed out and will gather information and put into a sharable format. Disaster preparedness information was also discussed and handouts provided. There will be 4 meetings in 2018 on the 5th Saturday of the months with 5 weeks. The next meeting will be March 31 hosted by Lake Limerick.
- b. The newsletter will be sent out with the PSA 2018 Annual Dues Notice in November. The next newsletter will be in February 2018.
- c. Block Watch: There will be a General Meeting at PUD 3 Building located on Johns Prairie Road at 6-8p.m. presented by Officer Reed of the Mason County Sheriff's Office. Velinda Brown and Jan Moon will attend. If anyone else would like to attend, notify Velinda.

ITEM 3: APPROVE THE SEPTEMBER 16, 2017 BOARD OF DIRECTORS MINUTES (sent via email to BOD for additions/corrections)

Two items were requested for correction and corrected. Handouts available. Blair Harter stated that the notation in the minutes regarding the voted on and approved motion to purchase a convex mirror package plus shipping was actually stated at the meeting to be sent back to the Marina Committee for further review and the wording in the minutes be adjusted. Note: After a review of the taped meeting the approved motion to purchase a convex mirror package plus shipping was not rescinded. Conversation included discussion regarding safety rings and ladders as safety items and were to be sent back to the Marina Committee for further review. Blair moved to rescind the approved motion to purchase a convex mirror package plus shipping and all other safety items addressed at the

meeting to go back to the Marina Committee for further research/review, Jan Moon 2nd the motion, motion approved unanimously. Blair moved to approve the September 16, 2017 BOD Minutes as written with corrections, Jan Moon 2nd the motion, motion approved unanimously.

ITEM 4: OLD BUSINESS

- a. Web site: Posting to the website continues. We work around the schedule of Roger Biggs and he is doing a fantastic job. Several board members have an interest in learning how to update our webpage so Roger has agreed to train us this winter. Velinda, Tina, Brenda and Joe have committed to the webpage training.
- b. Mason County PUD: President Velinda met with Daniel Pearson, PUD, and requested 13 LED bulbs replace current ones. PUD found 1 pole that has never been charged for on Shore Drive and it is not the Steinman's. The annual savings of \$48.00 will help pay for this additional pole. Dean Graves stated that the light located at the tennis court continuously goes on and off and then stays on.
- c. Facebook Page: Posting is continuing regarding PSA Community Events and Information. Tina Simms is the contact person for any requested information to be posted. Facebook address can be googled at "Paradise at Mason Lake".
- d. Key Bank Safety Deposit Box: President Velinda received 2 keys and they will be held by the President and the Treasurer (as per board recommendation in July).

ITEM 5: NEW BUSINESS

- a. Approve 2018 PSA Board and Annual Meeting dates (listed at the end of agenda): Discussed Annual Meeting date change to Saturday following July 4th Holiday. Bylaws change would be needed with a majority approval vote by members.
The vote would be sent out with the 2018 annual meeting notice. The first meeting in 2018 will be January 20th at the Mason/Benson Community Center. An alternate location, Allyn Center, has been located for a fee of \$25.00 if the MBCC is not available. If any change in meeting location occurs, a notice will go out. Blair moved to accept the 2018 meeting dates as listed at the end of the agenda, Joe Quarto 2nd the motion, the motion passed unanimously. Blair moved to refer the suggested 2019 Annual Meeting date change to the Rules and Regulation Committee for discussion, Joe Quarto 2nd the motion, motion passed unanimously.
Approve Dues: 2018 budget passed an annual increase of \$20.00 from \$245 to \$265 for each lot. Currently the due date is January 1. Some members and board members have suggested a due date change to January 31. Penalties will begin February 1st and so on. To permanently change the due date to January 31st, the PSA Rules will need to be amended by BOD vote and recorded within 30 days of the annual meeting in 2018. Joe Quarto moved to change the date to January 31, Blair Harter 2nd the motion, motion passed unanimously.

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

- a. BYLAWS (Chairman Tom Moore): Bylaws have been reviewed and ready to start reviewing the Rules at the next meeting. Caution will be taken to make sure that any change to the Rules will not be in conflict with the Bylaws. Next meeting will occur in April.
- b. FACILITIES (Chairman Jan Moon): Following projects completed: Hut roof treatment, replace roofs of storage and bathroom, seal back wall of hut storage, reinforce structure and replace fascia board on hut since June, swim dock has been moved into the marina, barriers on outside dock were removed, possibly contact Lake Shore Construction for possible repair of swim dock. A big thank you for everyone who helped to move the swim dock into the marina. Velinda and Jan discussed the Off Season Occupant Contract with Dean and it was accepted. Jan submitted an action item to request a continuance of the \$25.00 launch fee in 2018 to the board. Blair Harter moved to accept the continuance of the \$25.00 launch fee rule in 2018 as it was in 2017, 2nd by Joe Quarto, motion passed with a vote of 5 yes and 2 no. Motion passed. A recommendation was submitted to

include a watercrafts vin number on sticker. ACTION ITEM: Facilities will make a new sticker that will include the vin number. COMMENT FORM: Blair Harter moved to accept the changed Comment Form 2nd by Maureen Allen, motion passed unanimously. GUEST REGISTRATION FORM: Blair Harter moved to accept the Guest Registration Form, 2nd by Joe Quarto, motion passed unanimously. INCIDENT REPORT: Voting on the incident report has been tabled. ACTION ITEM: Revise form to include the members name to identify who actually filled out the form. Velinda will perform the item. Next meeting is January 6 at 1 p.m. at Jan's residence. A total of \$1,375 was collected from launch fees.

- c. FINANCE (Chairperson Brenda Bamford) absent, President Velinda presented the Finance Report: Brenda is working with Susan, bookkeeper from NWW regarding the distribution of dollar amounts into the correct categories. Actual Bank Balances as of 11/16/2017: General Checking \$21,178; Savings \$28,214; Marina \$74,727; Park \$24,681; Water Checking \$80,118; Water Reserve \$259,688. Also working with Susan regarding the IRS communication issues. Next meeting is in January.
- d. WATER (Chairman Rick Galvin): Tom Moore reporting for absent Rick Galvin. Fire Marshall Mike Patty has been contacted regarding the flushing of the hydrants within Paradise. There are approximately 15 hydrants that should be flushed once a year. Projects to address are improving drainage at the North well site starting in the spring when soil dries, possible rocks around stand pipes for protection, installing new alarm systems, installing a new flow meter for South well.
- e. MARINA (Chairman Blair Harter): Joe Quarto moved to have the 2018 moorage fees remain the same as in 2017, 2nd by Darlene Dennewith, motion passed unanimously. 2017 moorage income was \$17,570. Subjects discussed were keeping the launch fees the same in 2018, pre-paying for reserved slips, Sargent Structural Engineers will be acquired for the launch but not for the floating docks, and safety upgrades to the docks and marina,
- f. PUBLIC RELATIONS (Chairman Maureen Allen): Sheriff's Meetings Location: Spencer Lake Restaurant, 8:30 a.m. Subjects discussed: Chief Hanson updated jail information, The National Conference for Special Olympics, Threats against law enforcement, Canine donations, canines are funded totally by donations, Fake news reporting about the Sheriff, School Bus Drivers are needed, FBI Academy, Sheriff Casey's report that the Swat Team has been terminated because of funding.
- g. PUBLIC RELATIONS (Chairman Darlene Dennewith): Two new owners since September. ACTION ITEM: New owner packets will be sent out in a week.

ITEM 7: Other matters that may properly come before the board (each member is limited to approximately 2 minutes): A discussion occurred regarding the water system projects to be completed and those already completed. Also discussed the current and future water chairperson's responsibilities. Larry Pazaski submitted a request for action regarding the 7-15-2017 Water Committee Report.

2018 Meeting Dates

Annual Meeting (June 2, 2018 (The Hut) 2:00p.m.

Board Meetings (3rd Saturday every other month at 10:00 a.m.): January 20, 2018 (MBCC); March 17 (MBCC); May 19, 2018 (The Hut); July 21, 2018 (The Hut); September 15, 2018 (The Hut); November 17, 2018 (MBCC)

Minutes respectfully submitted by PSA Secretary Maureen Allen