

PSA BOD Meeting Minutes

Saturday September 18, 2021 @ 10AM

Location: The PSA Hut

Board/association members in attendance (as per sign-in sheet): President Velinda Brown, Vice-President Tom Moore, Treasurer Jan Moon, Director Maureen Allen, Director Larry Pazaski, Director Susan Lord, Director Dean Graves, Via tele-con Secretary William James.

Board absentee: Arlen Schwandt (excused)

Association members present: N/A

1. Call the BOD meeting to order (Acknowledge the meeting will be recorded)
Called to order at 10:07 a.m.
2. Presidents Report:
 - a. President recommendation to the BOD:
 - i. Purchase a printer as an office expense
Larry Pazaski moved to approve the purchase of new printer at \$65.00 to be used by President Brown 2nd by Jan Moon, motion passed unanimously.
 - ii. MBCC: Send rent payment, typically \$100, to make reservations for holding BOD meetings in Nov 2021, January and March 2022
Larry moved to approve rent payment of \$100.00 to MBCC for the purpose of PSA Meetings 2nd by Susan Lord, motion passed unanimously. Action Item: Jan Moon has been requested to go to MBCC and reserve PSA meeting dates in November 2021, January and March 2022. She agreed.
3. Approve July 17, 2021 BOD minutes: Larry moved to accept the July 17th 2021 minutes as read by Maureen Allen, 2nd by Tom Moore, motion passed unanimously. PSA Board agreed that all future reading and possible corrections of PSA Board Minutes will possibly occur electronically. Official acceptance of minutes will occur on the agenda of the next PSA Meeting.
4. Old Business:
 - a. Newsletter sent out 8/30/2021 to 34 members and the remainder were sent electronically via Email.
 - b. May 15, 2021 BOD minutes approved by majority of BOD members via e mail
5. New Business: Under Committee Reports
6. Neighborhood Watch update (Sue Lord/Theresa Ancich)
Sue and Theresa met with Sgt. Reed. Training date 9/19 at 5 p.m. For Captains and Managers. Currently there are 10 volunteers. Sue will contact Sgt. Reed regarding posting of property surveillance cameras and acquiring a list of property owners who do have surveillance cameras.
7. Committee reports (due Wednesday prior to the board meeting):
 - a. Governing documents: (Chairman Larry Pazaski):
 1. Articles and Bylaws recorded at Mason County by President Velinda Brown.
 - a. Articles recorded 9/2/21 \$217.85 (all BOD members required to sign)
 - b. Bylaws recorded 8/26/21 \$219.50 (President and Secretary required notarized signatures)
 2. Review Rules/Guidelines for recommendation to the BOD
 - ii. Next meeting: September 28th, 6pm at the Hut
 - iii. Action Item: Velinda to contact Bookkeeper Nicki to update new Officers and official address.
- b. Facilities (Chairman Dean Graves/Co Chair Arlen Schwandt)
 - i. Recommendations to the BOD:
 1. Replace old faded lifeguard signs (5)

Tom Moore moved to acquire new life guard signs at beach Larry Pazaski 2nd, motion passed unanimously.

2. Additional work outside scope of contract: Glenn is requesting \$150 for rebuilding the stairs to the smoking area. He would like to receive 10 hours at \$15 per hour (as per his contract).
Tom moved to approve \$150.00 to Glenn for rebuilding of stairs Larry Pazaski 2nd, motion passed unanimously.
3. Reimburse Velinda for Karaoke machine (use at meetings/entertainment at events) Larry Pazaski moved to reimburse Velinda for Karaoke machine Tom Moore 2nd, motion passed unanimously.
4. Order more adult zip-up sweatshirts and hoodies. Action Item: Velinda is to check into vendors who supply sweatshirts.
5. Consider rentals of the PSA grills. Fees Hut Rental \$25.00, Grill Rental \$50.00, Cleaning Fee \$50.00 returnable if adequately cleaned. Tom Moore moved to make grills available as a rental for a reasonable fee separate from Hut, 2nd by Susan Lord, motion failed to pass. 4 to 4 was vote. Vote will need to be moved to a full board attendance.
6. Requested No Swimming or Fishing In Lagoon be added to the Park Rules. Larry Pazaski moved to post signs restricting in the moorage area no swimming or fishing and add restriction statement to the Park Rules, 2nd by Susan Lord, motion passed unanimously.
7. Rock retaining wall: Rocks, cement and patio blocks have been donated, work in progress. Kitsap West Mobile Home Park donated blocks and rock. Velinda will send thank you note.

ii. 2021 Project update:

1. Rock retaining wall: Work has stopped on the retaining wall. Mason County is only allowing repair/replace for all retaining wall/bulkheads on Mason Lake. Since this is a new section added to the beach, we cannot continue.
2. Trees that are leaning into the lake toward the swim dock can be removed but must be replaced with 3 trees.

iii. Park reserve balance: \$65,679.07

iv. Incidents to report: N/A

v. Next meeting: TBD

c. Finance: (Chairman Jan Moon)

- i. Financial report: Refer to Committee Report
- ii. Recommendations to the BOD: N/A
- iii. Next meeting: TBD

d. Marina: (Chairman Velinda Brown)

- i. Marina Reserve fund: \$122,490.58
 1. Spaghetti Feed fundraiser 9/4/21: \$455

ii. 2021 Budget/Project update:

1. All documents have been submitted to Mason County
 - a. Corp of Engineers application has been submitted. Working with John Kavanaugh, Marine Floats, to provide requested items to Corp of Engineers
 - b. John K is working on the Fish and Wildlife application
 - c. Scott Ruedy, Mason Co Planner, is reviewing application. SEPA review will be sent out to all agencies and has a 14 day comment window. We may not need a conditional use meeting.

iii. Recommendations to the BOD: N/A

iv. Fund raising events:

1. Polar Plunge Jan 1st
2. Cinco de Mayo BBQ May 7th

- v. Next meeting: TBD
- e. Public Relations (Maureen Allen)
 - 1. Sheriff's meeting report: Report read. See report on Web Page.
 - 2. New owners: 3 new residents since June 2021
- f. Water: (Chairman Tom Moore/Co chairs Will James/Larry Pazaski)
 - i. Water checking: \$7,577.06
 - ii. Water Reserves: 80,825.01
 - iii. 4 CD's: \$404,972.92
 - iv. Committee report: See Report on Web Page
 - v. 2021 Project update: Action Item: President Velinda and VP Tom will go shopping for hoses and possible adapters for blowing off the hydrants. Accurate maps indicating locations of blow offs still needed. Need more volunteers for Water Committee. Larry will help to instruct and train new volunteers in Tom's absence.
 - vi. Next meeting: TBD
- g. Web Page (Chairman Sue Lord)
 - a. Report: See report on Web Page
 - b. PSA e mail
 - 2. Next meeting: TBD
- 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.
- 9. Larry Pazaski moved to adjourn the meeting, Jan Moon 2nd, motion passed unanimously.
- 10. Meeting adjourned at 12:02 p.m.

Minutes respectfully submitted by Maureen Allen