

PSA BOD MEETING MINUTES

Saturday November 20, 2021 @10AM

Location: The Mason/Benson Community Club

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

Association members present: Tina Simms, Rob Koenig, & Warren Zeitelhack

1. Call the BOD meeting to order (Acknowledged the meeting will be recorded.) Meeting called to order at 10:08 a.m.

2. Presidents Report:

- a. Reminder: Dues invoices, with \$285 increase, will be mailed the week of November 29th, 2021 and due Jan 31, 2022.
- b. Next newsletter will be sent after March 2022 BOD meeting.
- c. Park closed October 31, 2021. Bathrooms are also closed. **Park can be accessed through the walk-through gate by using the last 6 digits of the water account number.

3. Approve September 18th, 2021 Meeting Minutes: Minutes were approved by majority of board members via email.

4. Old Business: Thank you card sent to Kitsap West Mobile Home Park (Glenn's other employment).

5. New Business:

- a. Approve 2022 BOD & Annual meeting dates
 - i. Annual meeting date July 9 (Saturday after July 4th weekend)
 - ii. Board meetings: Jan 15, March 19, May 21, July 16, Sept 17, Nov 19

Maureen Allen moved to accept meeting dates as noted by President Velinda, 2nd by Susan Lord, motion passed unanimously.

6. Committee reports (due Wednesday prior to the board meeting):

a. Bylaws (Chairman Larry Pazaski):

i. Report: Committee met 09/28/21 with board and PSA members present. Reviewed the Articles of Incorporation, Bylaws, Rules and Guidelines. Validated that the R & G must be consistent with the Articles and Bylaws. At the meeting Velinda presented prior Document Committee work. Full report is posted on PSA Web Page.

1. Possible vote for Rules change in 2022. Velinda requests a vote by March.

2. Larry will review his schedule to have a meeting with Velinda late November, early December to discuss voting issue.

ii. Next meeting: December 2021, January 2022: TBD

b. Facilities (chairman Dean Graves)

i. Facilities report

1. Caretaker winter agreement: Board approved Glenn will continue to reside from Nov 1 thru March 31

2. Exit interview with Glenn Robare: Completed with Velinda and Dean 10/31/21.

ii. Project list 2021 update:

1. Ski dock relocate to launch for repair: Need volunteers to relocate and is County approved for relocation.

2. Trees along swim area need trimmed: Contractors contacted. No call backs.

3. Requested "No Swimming or Fishing in Lagoon" be added to the Park Rules. Larry Pazaski moved to post signs restricting no swimming or fishing in the moorage area. Add restrictions to park/marina rules. 2nd by Susan Lord, motion passed unanimously. Addition to Rules is completed. ACTION ITEM: Velinda will research/order signs from Copy That.

4. Hut repair: Board, approved via e mail, to pay Glenn Robare \$100 to repair the front side of the Hut (door) with paneling, primer and paint.

5. The outside wall of the Hut facing the Bathrooms could use T-111 installed over the boards to prevent water damage inside the storeroom: COMPLETED

6. Seal bathroom floors: Glenn will address over winter.

7. Replace men's toilet handle: Part ordered and Glenn will install as soon as it arrives. Dean will pick up from Pro Build.

8. A drain field needs to be installed in the ground on the Hut's storeroom side: COMPLETED

iii. Recommendations to the BOD: Consider rentals of the PSA grills. Fees Hut Rental \$25.00, Grill Rental \$50.00, Cleaning Fee \$50.00 returnable if adequately cleaned. (This recommendation was made at the September meeting and did not pass, by BOD majority, so moved to the November meeting). After much discussion Larry Pazaski moved to send back to committee where we finally take a vote to not rent grills to members and only use grills for official PSA functions. 2nd by Jan. Vote was 3 to 3. Velinda is referring it back to Facilities Committee to discuss different options.

iv. Park reserve balance: \$65,680.17

v. Launch fees for 2022 (currently \$25 for season)

vi. Hut fees for 2022 (currently \$25 for each rental)

vii. Next meeting: TBD

viii. Sue Lord moved for Launch, Hut and Kayak fees remain the same for 2022. Jan Moon 2nd the motion. The motion passed unanimously. The loyalty fund for 2021 collected \$9,300.

vi. Next meeting: TBD

c. Finance: (Chairman Jan Moon)

i. Financials (copies provided) Refer to Committee Report via PSA Web Page

ii. Next meeting: TBD

d. Marina: (Chairman Velinda Brown)

i. Marina renovation update: County contacted Velinda and stated that the SEPA Report needed to be adjusted. John, from Marine Floats, will resubmit report stating that the launch and bulk head is failing and needs to be replaced.

ii. 2021 Projects update: Corp of Engineers needs clarification of the drawing because their interpretation of the drawing reflects moving the launch and bulk head. I assured them we are only replacing where the launch, bulkhead and marina docks are currently located. C & G Engineering are redrawing one of those drawings to comply with county request. Once done, inquiry to all agencies and then no conditional use at the county will not be needed.

1. Order more adult zip-up sweatshirts and hoodies. Action Item: Velinda is to check into vendors who supply sweatshirts. Velinda is waiting for a reply from the MBC clothing vendor regarding the PSA logo.

2. AquaTechnex: they did not spray in 2021, will put us on the schedule for 2022. If PSA puts out the “notification of spraying” signs PSA will save \$400.00.

iii. Marina Reserve balance: \$118,565.70

iv. Moorage and daily rate fees: Loyalty program is accepting same fees as 2021, daily rate is currently \$15 per day

v. Moorage Loyalty applications due from Nov 1st to Nov 30, 2021 to reflect fees for 2022 (currently \$300 single, \$600 double slip): Jan Moon moved to accept the same Moorage Loyalty fees for 2022 as 2021 for single and daily rates. 2nd by Sue Lord motion passed unanimously. Larry mentioned that he has a suggestion for a topic of discussion at the next Marina Committee Meeting. Rob Koenig asked when will the permits be addressed at the county? Velinda explained the process that needs to be completed and the final acceptance is still undetermined. Marine Floats/Quigg Brothers are chosen contractors.

vi. Recommendations to the BOD: N/A at this time

vii. Fund raising events:

1. Polar Plunge Jan 1st breakfast. Volunteers needed.

2. Cinco de Mayo BBQ May 7th. More like a taco bar event rather than a BBQ volunteers needed for that event.

viii. Next meeting: TBD

e. Public Relations

1. Sheriff's meeting report (Maureen Allen)

October Meeting- Veterans Day discussed with a thought that Remembrance Day would be a better word for the date. Chief Carol was not able to attend because of a serious investigation in Shelton. North End Office needs permanent staffing. Governor Inslee has

declared that 440 officers will be eliminated state wide. Mason County will not be included as this county has an “elected” Sheriff’s Department and not state run.

November Meeting- Sheriff Salisbury talked about the ROTC program conducted at Shelton HS. Budget, body and auto cameras have come with a cost of \$800,000 and will be paid for over next 5 years. Injuries discussed because of October incident and loss of numerous Sheriff’s vehicles. Maxine the dog is returning to the jail for emotional support. Chief Spurling is applying for Sheriff upon Sheriff Salisbury’s retirement.

2. New owners (Maureen Allen) Since September there have been 6 changes of property owners within PSA. Welcoming packets are in the process of mailing.

f. Water: (Chairman Tom Moore/Co chairs Will James/Larry Pazaski)

- i. Committee report: Water system has not had any operating issues since the last report. Well sites have been cleaned up/debris removed. Painting of pump house is temporarily delayed. Hoses and fittings acquired for valve exercising and hydrant flushing. Financial information in Treasurer’s Report.
- ii. Water checking account: \$12,338.78
- iii. Reserve: \$87,666.36
- iv. CD’s: \$106,611.13 each (3), 4th CD balance \$100,008.49
- v. 2021 Project list update: N/A
- vi. Next meeting: TBD

g. Web Page (Chairman Sue Lord)

- 1. Report: The Google Email is continuing to be updated. A calendar to our website is being addressed. Consolidation of the Governing Docs and Insurance Docs are being consolidated including the Landlord/Tenant Forms and Forms pages.

h. Block Watch (Sue Lord) Consists of 2 Co-Managers and 11 Captains. A Block Watch Facebook page has been created. Several incidents occurred in August and reported to Sergeant Reed. Incidents involved in theft include gasoline, contractor’s tools.

7. 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. Velinda reported that several property owners have inquired about hiring a security firm. This subject needs to be discussed with Sergeant Reed.

Velinda moved to adjourn the meeting, Dean Graves 2nd the motion passed unanimously.

Meeting adjourned at 11:22 a.m.

Minutes Respectfully Submitted by Maureen Allen