

PSA BOD MEETING MINUTES

July 16, 2022

At the Hut

Officers and Board members in attendance: Velinda Brown, William James, Susan Lord, Jan Moon, Arlen Schwandt, Maureen Allen, and Daniel McClough (via telephone) Larry Pazaski was late to the meeting. Association members present (as per the sign in sheet): Tina Simms, Warren Zeitelhack, and Larry Koltz.

1. The meeting was called the BOD to order at 10:06 am. It was acknowledged the meeting was recorded.
2. Presidents Report:
 - a. Next newsletter will be sent shortly after the July board meeting.
 - b. Approved minutes and committee reports will be posted to the web page after each Board meeting. Sue has already posted the meeting reports to the Annual Meeting page on the website.
 - c. One Board member position is still open. This is the board member in charge of the website.
3. The May 21, 2022 BOD minutes were read by Sue and Will. A motion to approve the minutes was made by Maureen, seconded by Will and they were unanimously approved as written.
4. There was no old business to report.
5. New Business:
 - a. Annual membership meeting, July 9th ballot results (39 votes cast, some did not vote for all board members, etc.)
 1. Budget 2023: Approved 34; Rejected 2
 2. Audit: Approved 8; Rejected 31 No audit is needed.
 3. Board Directors and Officers elected:
 - a. Velinda Brown (appointed President) 35 votes
 - b. Will James (appointed Vice President) 32 votes
 - c. Dan McClough (appointed as Facilities Chair) 33 votes

Velinda posted the new Board of Directors contact information to the Hut bulletin board.

Velinda also noted that there was an overage of approximately \$7080.00 in last year's budget. She said as was the Board's custom, one-half of the overage was placed in the Park Reserve account and the other half was placed in the savings account. She said we also hold onto a minimum of \$5000.00 in the reserve account to get the next fiscal year started. Primarily, she said, the 5K is there to be sure we can afford our insurance payments during the next fiscal year.

6. Committee reports
 - a. Governing documents (Chairman Larry Pazaski, co-chair Velinda):
 - i. Committee report: See Annual report.
 - ii. Recommendations to the board for PSA Rules and Guidelines changes.

Velinda reported that the Governing Documents Committee has met and recommends some revisions to the PSA Rules and Guidelines. She led the Board through each proposed change, explained the rationale for the change and asked the Board if there were any questions about what was just read. She reminded us that the PSA Secretary is to send letters to all landlords regarding keeping PSA's rental form current. All landlords are required to let the Secretary know of rental changes.

All changes were approved by the Board except for one item under the "HOA Dues Calendar". Under the "May 1" paragraph, the statement "...Water will be shut off." was questioned. Maureen doesn't believe we are legally allowed to turn the water off – especially when the owner has tenants on their property. Will suggested we

check the law with our attorney. Dan agreed with Maureen's concerns. Velinda will contact our attorney with that question. A motion was made to approve revisions to The Rules and Guidelines by Will, Maureen seconded and (except for the one concern about turning water off for non-payment of dues) was unanimously approved. Velinda will let us know the attorney's recommendation about that matter. If it is **not** legal to turn off water, the water shut-off language will be removed from the Rules and Guidelines.

iii. Short term rentals.

Velinda reported that some PSA homeowners (up to 3 each) are using their property in PSA as "short-term" rentals through organizations such as VRBO or Air B&B. There have been some complaints by Association members who are the rentals' neighbors. One neighbor said the tenants had cars parked on both sides of the street and the neighbors were inconvenienced by it. Discussion was had about not allowing short-term rentals in our community, however, Velinda already had asked our attorney to weigh in on the matter and he said we have no provisions in our founding documents to deny short-term rentals. Attorney Patrick McDonald said, "The Board doesn't have the authority to adopt a rule restricting short-term rentals. A rental restriction needs to be in a covenant approved by the owners. To change the current covenants, 100% approval is needed.

If we must allow short-term rentals in our HOA, Will suggested we make rules, restrictions, and guidelines for the short-term rental owners. Dan suggested that instead we should just enforce the rules of the HOA which we already have.

Velinda and Larry will continue to follow-up to seek a resolution for not allowing short-term rentals.

b. Facilities (chairman Dan McClough, co-chair Arlen Schwandt)

i. Facilities update: refer to 2022 project list

1. Play equipment repair (teeter totter)

Discussion was about the repair of the teeter totter. Dan suggested he will try to get it welded for the fix. When done, Dan will reinstall the device. Warren suggested using a leaf-spring system because a weld will just break again. Velinda said we could just remove it. Dan said he would look at installing a new spring system for the teeter totter. Larry iterated the device was a nuisance and a recurrent problem. Since a weld cannot fix it, Larry recommended removing it. Discussion was had that the two signs for the play area say different things. We need to make sure the signage is corrected and coordinated.

ii. Caretaker update: New caretakers will be here Aug 15, 2022

1. Approve caretaker contract for new caretakers (August 15 to Oct 31st)

Dan and Velinda went through the current caretaker contract and made recommendations for some revisions.

- 4th bullet: Iterate those reports should be for "out of the norm activities, only". The caretaker must include names if possible.
- 6th bullet: Add to end of statement "and provide to the Facilities Chair on a monthly basis"
- 8th bullet, sub-bullet 2: "Peak hours" should be changed to "Peak days".
- Marina/Park Duties, 1st bullet: change "dusk" to "30 minutes after sunset." It was noted that we need to change the sign at the entrance to the park to reflect the change from dusk to 30 minutes after sunset.
- Marina, 5th bullet: remove
- Marina, 5th sub-bullet becomes the first bulleted statement at the top of the Marina Duties section of the contract.
- Marina, 16th bullet: Change statement to: "Post BOD/committee meetings and PSA events to the PSA community bulletin boards when notified by the Facilities Chair or President."
- Compensation, 4th bullet: This bullet should read: "The Caretaker may take two days off each week (Tuesday, Wednesday, and/or Thursday) not to include Friday through Monday." Caretaker must notify President and Facility Chair of the typical days off which are preferred.
- Other considerations/conditions, 3rd bullet: change "...designated site for a length of more than

5 (five) days..."

- Other considerations, 3rd bullet, sub-bullet: remove

Velinda also explained that Dean must be moved out of the park by August 19th to accommodate the new caretakers.

iii. Launch update:

1. County permits will not be approved for 2022
2. Could a portion of Dock A (Handicapped compliant) be financed as part of the launch?

Discussion was had on this matter. Member Tina Simms said, yes, since all owners can launch and use the handicapped area. Larry suggested that the Quigg Brothers can make the recommendation for the section of the dock that will be used for "launching". Will James said we need to make sure the association can pay for that section of the dock but maintenance of the same should be paid by the marina fund.

Miscellaneous items were briefly discussed:

PSA website should have facilities and other committee meetings dates posted on its site.

The flag in the park has not been flying lately because the light needs to be fixed. It will be addressed. A new flag may also be needed.

iv. Park Fund raiser:

1. September 9 & 10 Yard sale? Velinda will poll members to see who may participate.
 2. There was no interest in maintaining a pop machine at the hut. It could become an "attractive nuisance".
- v. Park reserve balance: \$88,278.88. (Velinda said all bank balances are up to date as of yesterday.)

c. Finance: (Chairman Jan Moon)

- i. Financials See Annual report
 1. General checking: \$25,625.34
 2. General Savings: \$100,166.64

d. Marina: (Acting Chairman Velinda Brown)

- i. Marina renovation update: See Annual report
- ii. 2022 Projects update:
 1. Velinda will order NO Swimming/fishing signs for marina docks for 2023
- iii. Marina Reserve balance: \$140,849.34
- iv. Recommendations to the BOD: None currently
- v. Moorage financing: Investors will meet to discuss loan amount, term, payments and interest, no date set yet
- vi. Fund raising events
 1. July 3rd BBQ w/ t shirt/sweatshirt sales (Bobbi Warbington) :
 - a. BBQ \$495 (-\$294 supplies for both BBQ and Spaghetti dinner)
 - b. T shirts \$280
 - c. T shirt sales at Annual mtg \$35
 2. Spaghetti Dinner Potluck: Sept 3rd, 5PM
- vii. Next Marina Committee meeting: Saturday, August 6, 2022, 11am at the Hut

e. Public Relations/Membership (Chair Maureen Allen)

1. Sheriff's meeting report: See annual report
2. Velinda reported there will be one new owner in PSA this month.

f. Water: (Chairman Will James/Co chairs /Larry Pazaski/Randy Lord)

- i. Committee report: See Annual Report. In addition, Will said that he will perform

research in the next week for the best interest rates, open another water CD, and re-invest the current CD's. Velinda suggested he make a motion once he knows the rates via email in August so it can be voted upon. The CD's expire in August and the BoD does not meet again until September.

- ii. Water checking \$12,386.71, Reserve account: \$101,041.78
- iii. Reserve: \$ CD's: (4) \$413,291.71
- iv. Next meeting: TBD

g. Web Page Group (Susan Lord)

See Annual report

h. Block Watch (Sue Lord)

1. See Annual report

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.

An e-mail, July 11, 2022, from Diane Parrott, requesting consideration of rubber speed bumps on E Mason Lake Drive E. She had researched them and received a quote from Rubber Form. In checking with Mason County Public Works, they do not allow any speed bumps, of any kind, on County Roads. The County said they hinder the emergency vehicles, etc. They also mentioned that the rubber speed bumps can be damaged or dislodged by the snowplows in winter.

Larry Koltz had asked to approach the board about two general concerns regarding our governing document and financial issues. He asked which procedures PSA uses for meetings. Do we use "Roberts Rules of Order?" He said, "Per PSA Bylaw A, page 2, that authority is given to the members to amend the ByLaws." Then, he said, "But in Article 2, Bf5 that neither the agenda or any item on it can be amended during the Annual meeting. Why is this statement included in the ByLaws?" Both Will and Velinda responded to his concerns. He challenges the BoD to review this Bylaw to see if there are some meeting changes that should be made.

Mr. Koltz also said he felt disenfranchised at the last annual meeting. He said there was no discussion about the budget *during* the meeting. Will and Velinda stated that all the members do receive the Agenda and Budget 45-60 days prior to the Annual Meeting and could express their questions and concerns to the Board during that time.

In addition, Mr. Koltz was concerned about *when* the ballots were counted for 20 minutes during the meeting. He said "there is no place for members to have input. When we got the last agenda item, Other Business, 95% of the attendees had left!" He believes some procedures need to be changed. Velinda said we will look at the procedures and processes of the annual meeting with Larry's concerns in mind.

Mr. Koltz recommended there should be a "reserve account and study" every 3 years for our association. Someone else mentioned, "It typically costs \$18,000.00 per such". Mr. Koltz believes we should raise annual HOA dues to help reserve funds for the future. He said there is an on-line "Reserve Self-Study" (approximately \$349.00) and volunteered to prepare it Mr. Koltz was thanked for his comments.

A motion to adjourn the meeting was made by Will, Larry seconded, and the motion was unanimously passed.

Meeting was adjourned at 12:34 pm.

Respectfully submitted,
Susan M. Lord
PSA Secretary