

## **HMC Board Meeting Minutes February 8, 2020**

**Call to Order & Welcome** - Reed West, President

**Introduction of Board Members/Roll Call** – Reed West, Chet Latimer, Kathy Deuster, and Merry Kogut; Ferd Reichlin was excused; Jane Wooster, Island Manager

Motion was made and approved unanimously to suspend the traditional agenda and adopt one in which membership input would be made after the committee reports.

**Treasurer's Report and Bills of the Association.** Chet Latimer, Vice President. Motion made to pay bills and approved unanimously. Reed: Eleven people look at bills, profit and loss statements; bank statements. Carolyn Snyder does such a good job. Merry – continue to request that documents be submitted five work days ahead of time. Reed – at this time going to continue with the process that we have. The other four Board members feel that it's adequate.

**Minutes** from January, 2020, Board Meeting, Merry Kogut, Secretary. Motion made to accept; approved unanimously.

**Communications/correspondence:** Merry.

Correspondence to Member Input:

1. A Member wrote to Member Input regarding the repeated ramp failures and requested that members be made aware of HMC's attempts to isolate the problem and find a permanent solution. (Merry noted that the Board was going to do this, and did do so soon after the Board received this email).
2. A Member wrote to Member Input submitting a proposal for using PayPal, Venmo, and direct deposit to pay assessments and fees to HMC. (To be discussed later in meeting).

The HMC Office received the following correspondence:

1. An email from a member regarding the ramp motor failures.
2. An email from a member suggesting (1) changing ferry times and (2) putting a mailbox at the island side ferry ramp for people to put guest passes in. (Audience liked idea #2).

**Island Manager Report** – Jane Wooster went over her Island Manager's Report. In addition, work is going to be done on ferry ramps and gantries; there may be delays/cancellations – emails will go out ahead of time. Question from Jonas R regarding the encroachment permits – any better way to locate water line? Jane said there's a handheld device that can be used. Honey bucket on mainland – people may want to carry their own hand sanitizer etc.

## **Committee Reports:**

- **Maintenance** (Gary Wanzong): No report
- **Parks** (Dale Miller): Next meeting March 10<sup>th</sup> at 10:00 at the Community Building
- **Policies** (Mike Gage): Met in January. In developing Ferry Policy we overlooked minor accidents and decals for dependents; working on small boat dock policy; looking into a harassment policy regarding island employees; developing parks policy; with Ken Higgins looking at emergency guidelines; also coordinating what's online with what's in the binder in the office; meet again February 18<sup>th</sup>.
- **Roads** (Dan Marten): Grading to be scheduled for April (there will be an email); ditch cleaning to be scheduled
- **Emergency Preparedness/Mainland Security** (Ken Higgins): Working on updating on inventory of emergency preparedness equipment; emergency strobes for helicopters had the batteries installed in them – two of the strobes are dead because the batteries corroded in them; \$75 for two new strobes with shipping/handling. In general take batteries out of things like flashlights and store them with the devices. Mike S – would like to see a couple of the large orange balls set out for helicopters. Discussion ensued among the audience members about landing helicopters on the island. Next couple months, Ken wants to cover generator safety; fuel storage; ground fault interrupter (GFI) and how to connect to the residence. Later on will have class on radio communications if anyone is interested in becoming a ham radio operator.
- **Water** (Frank Harrison): No report. The Water Committee is looking for members. Contact Jane Wooster or Frank Harrison. Merry noted that all the Water meetings through the end of the year are on the HMC Calendar. Sherri A – mentioned that the meetings are during the week.
- **Rules** (Beth Owen): Rules Hearing on February 9<sup>th</sup> at 10:00 a.m.

Next Finance Committee meeting is February 22<sup>nd</sup> at 9:30 a.m.

**Legal Liaison:** There are 20 delinquencies; 11 are with our attorney for action.

## **Old Business:**

- 2020/2021 budget process: Reed –The Finance Committee is doing a great job. Our goal is to get the information to members before it is mailed so they understand the budget prior to voting. We want have some visual aids. Writing the budget is challenging and must meet industry standards. Will try to have a “Budget 101” where we say “this is the money, and this is where it's going to go.”
- ATV policy research and update: Reed - Laurie West is collecting information on how we deal with off road vehicles; obtaining information from other associations. Two

categories of comments received: “I hate these things” and “I love these things.” The Board is not going to decide and announce a decision. We’re going to share research with the Members and talk with the Members and obtain input. It’s a big deal, and we’ve never really addressed it. We are working through the process and going to have a community discussion with a lot of input.

- Proposal to use PayPal to make payments – from members here, who would use PayPal to pay their assessments? Carolyn A has used PayPal for two months and it’s worked real well. Jonas would use it; it’s very user friendly. Ken H – it’s seamless. Jane thinks there’s extra work for the office. Jonas – it can designate to what account it goes. Discussion ensued. Reed – we haven’t decided yet. Ken P – other homeowners’ associations make an automatic withdrawal from his account each month. Jane – most members use bill pay. Jane – our current bank (Key Bank) doesn’t charge fees for large cash deposits, as some banks do. Reed – there are probably some inefficiencies in how we run the office; we recognize that we need to look at that, but that’s a big task. The goal is to be as efficient as possible.
- Ferry ramp system; Reed – we got some feedback from an electrical engineer. We will get a written report soon. Some aspects of the motors/power supply/etc have never been looked at in 31 years. We have some great talent on the island – Ken H. looked at the motor and gave us some feedback. Taking a look at what needs to be replaced; schedules/checklists for all of the systems on the island, but the ferry needs that especially. We’re making good progress on that. Paula T – if capacitor was no good, will we get some rebate on all the money we spent? Jane – yes, seeking that. Also, Art Anderson (engineering services) – no slouch with the Coast Guard. Maybe a ferry survey through them is in order. Jane – 2010 last condition survey. Insurance wants that every year. Reed – we have equipment that’s aging that requires more attention, inspections, etc. We need to ramp up our efforts to stay on top of everything. Last thing we want is the ferry system interrupted.

#### **New Business:**

Rules update in 2020: Reed – last time updated in 2013. Policy committee is going to help with that.

**Boosters Announcement** – Robin K. – Valentine’s Themed Potluck tonight.

**Beachcomber:** No February Beachcomber

**Membership Input:** Reed: Robert Hayman on the “One-Way” died – he was a very nice man and it’s a big loss. Jonas – put a on the ferry and a banner on the fence. Carolyn A – shipyard in September – do we have a date? Jane – still looking at last two weeks in September but don’t have confirmation yet. Going to ask Art Anderson what shipyards they recommend in the area. Mike S – metallic tape laid in ditches with the water pipe, but tape can be 24 inches away from the pipe. Jane – we don’t own a water pipe locator but are going to buy a used locator. Merry – thanked Laurie W for bringing treats to the Board meeting every month. Ken P – suggested fee

for selling property as a funding source for HMC. Audience – there already is a transfer fee charged to the seller. Dan M - filled potholes about two weeks ago. Jonas – can bring 4 or 5 yards of gravel at a time at a reduced rate for the island. Paula T – paid position for Charles – there was a budgeted number of hours for him. Jane – Charles (and then, Dan Marten) did a monthly inspection that was a redundancy of what NW Water did. Do we want to do this every month? Mike S – does the person have to be a licensed engineer with specific training in water systems? Jane – not necessarily for the island. At inception of water department it was more important than today because now NW Water is the certified water managers.

**Executive Session:** None

**Adjournment:** Reed adjourned the meeting at 11:09 a.m.