

## HMC Management Board Meeting Minutes

December 13, 2014

**Call to Order:** Gary Wanzong called the meeting to order at 10:00 AM.

**Roll Call:** Gary Wanzong, President Co-Treasurer; Janet Podell, Vice-President; Pat Zazzo, Co-Secretary; Dianne DeGood, Co-Secretary; Mike Graham Co-Treasurer; Claudia Ellsworth, Island Manager (IM).

Gary announced that Board members would be recording the meeting for the purpose of completing the minutes. A Member also recorded.

**Previous HMC Management Board Meeting Minutes:** Gary moved to approve the November 2014 HMC Management Board meeting minutes. Motion carried.

### **Correspondence:**

- Email from a Member requesting Member ferry rate for a respite caregiver;
- Email from a Member regarding the funding of the Ferry Dolphins using budgeted reserves and a special assessment as the Membership voted in 2011.
- Email from a Member urging the Board to consider the option of a bridge rather than replacing the Ferry Dolphins.
- Email from a Member regarding the lowering of the North Beach Flag to half-staff for Pearl Harbor Day.
- Correspondence from Home Depot giving notice of email address breach.
- An unsolicited proposal came in for Island Services.

**Finance:** Gary moved to pay the bills for the HMC Management General Fund and HMC Water Department as presented. With no further discussion motion carried.

Discussion of December Finance Committee Meeting. Cable replacement and dry dock reserves will be increased. Preliminary cost of Dolphin Replacement coming in at \$2.2 million. Other avenues are being investigated in an attempt to lower cost and still be adequately protected. Meeting with drillers revealed that we cannot drill from the ferry ramps. Also was discovered that drilling from the ferry may not be an option due to insurance issues, permitting costs, and regulations.

Discussion regarding an unsolicited proposal to outsource HMC Ferry operations was received. Proposals such as this are received from time to time and historically have proven to be more expensive. This proposal is being investigated as due diligence.

Next finance meeting Jan. 17 in the Community Building at 9:30 a.m.

**Administration:** See the Island Manager's report for the full report of Administration issues.

**Water Operations:** No report.

**Water Committee:** A request received from the Water Committee for approval of expenditure for training for Carolyn in Advanced QuikBooks to facilitate the tiered billing system. Cost of training to be split between HMC General and Water accounting as the training will be helpful in administration of both Water and General processes.

**A motion was made by Dianne DeGood to provide this training for Carolyn not to exceed \$1500.00. Motion carried.**

**Fire Department Liaison:** No report.

**Emergency Preparedness:** Next meeting January. Roles will be reviewed at that meeting in preparation for a disaster drill to be held in the spring.

**Parks:** No Committee Report

**Roads:** No Committee Report

**Ferry and Ramp Painting:** Capt. John Farris reported that all Coast Guard inspections have been passed with no deficiencies. Fuel expenses are down from last year. He also pointed out the long term service of the ferry with no time loss injuries since 2004; and reliability of service to Members.

- Member suggested that a deposit be required for training of crew members. Deposit can be refunded in full after a certain length of service. This was suggested in an effort to reduce expense of training crew that fail to remain employed after training. Retention bonus was another suggestion. HMC will check with the attorney as to how to proceed with this effort.

Claudia will go to Steilacoom to look at the new dolphins installed for that ferry and will research any other installations. As per discussion in the Island Manager's Report, **a motion was made to accept the proposed changes to the Ferry Access Policy. Motion carried.**

**B.O.O.S.T.E.R.S:** No meeting this month. February's event will be a Valentines Dance.

**Beachcomber:** Must submit articles by Wednesday, 5 pm, January 14<sup>th</sup> for the January issue.

**Rumor Control:** None noted.

**New Business:**

- Discussion of Dolphin alternatives.
- Discussion of timelines for Ramp Painting and Dolphin replacement and getting more information to the Membership.
- Discussion of passenger transport opportunities for walk-on service during ferry outages related to these projects. Use of a gangway was suggested.
- Inspections schedule to be discussed with Capt. John. All avenues for cost saving will be investigated and instituted if no detriment to the vessel exists.
- Discussion of parking security on the Mainland during ferry service disruptions. Member incurred vandalism damages during shipyard period. Board is hoping to provide some form of security during upcoming extended ferry service suspensions. Further discussion of security alternatives ensued.
- It was noted that the top speed of the ferry is 8 knots.
- Weight and stability of ferry discussed as it related to dolphin replacement. Documentation on the ferry is very good and will be shared with project engineers.
- Request for a notice on the website to alert the Membership that the mainland parking lot is subject to flooding this time of year.

**Executive Session:** Discussion of legal issue.

**Since there was no further business, Gary moved that we adjourn the meeting. Motion carried.**

Respectfully submitted,

Pat Zazzo, Recording Secretary

**Notes from Special Board Meeting. The following topics were discussed in preparation for the Board Meeting:**

1. December Finance Committee Meeting
2. Ferry Dolphin replacement.
3. Legal issue.
4. Tree Trimming
5. Water Billing