

HMC Management Board Meeting Minutes (May 9, 2009)

Call to Order: Fred Fath called the meeting to order at 10:00 AM.

Roll Call: Fred Fath, President/Treasurer, Kathryn Deuster, Vice President, Janet Podell, Secretary; Judy Grienke, Assistant Treasurer, Eric Bergson, Member at Large, Doug Allen, Island Manager

Previous Board Meeting Minutes: Fred made a motion to accept the April '09 meeting minutes. Motion carried.

Correspondence:

- Seven pieces of correspondence were received during the month. These were discussed as each subject arose during the course of the meeting.
- HMC has received seven candidate applications for the three available positions on the Board. The candidates in alphabetic order are: Sam Argo, Steve Chapin, Terrill Chilson, Regina Everett, Fred Fath, Patrick Pitt, and Janet Podell.

Finance:

- The Finance committee met last month to go over the budget. They discovered that in order to maintain the current assessment level, some of the reserves will have to be shorted. Fred Fath deducted the \$20K operational water reserves in order to retain the lower assessment. The Board retains the right to redistribute reserves in the event of an emergency so the risk is mitigated. Fred recommended this preliminary budget be published for the membership to review prior to the formal submittal. **Fred made a motion to publish the current budget and Reserves in this month's Beachcomber. Motion carried.**
- Current budget expenditures and revenues are on track to the plan. A couple of expenditures are increasing (i.e. Insurance for ferry docks since the current carrier is discontinuing this coverage.) Two quotes were received from insurance companies and analyzed. The choices are a higher deductible and a lower premium from one company versus a lower deductible for a higher premium cost from the other. The Board decided to go for the premium with the higher deductible assuming that the coverage is equal or better than our current coverage. Doug Allen will request details for both options.
- **Fred Fath made a motion to pay the bills. Motion carried.**
- The Finance committee is proposing a new fee schedule as part of the upcoming budget. Along with other changes it reduces the late fee penalties for delinquent accounts based on the amount of the delinquency. **Kathy Deuster made a motion to accept the Finance committee's recommendation for the new fee schedule. Motion carried.**
- The recent auction for HMC sale items resulted in the sale of all but four items. These surplus items will be included in the upcoming Combat Veteran's sale on May 24th or will be donated to Habitat for Humanity. The revenue from the auction was \$570 which goes into the general budget fund.

See Island Manager's written report for additional details of the following areas.

Administration:

- Doug Allen reported out on the bid received for holiday security coverage. (\$455 per night) Discussion followed on the increased costs over last year and whether the services provided are really required. Can we police ourselves? Should we just provide security at the mainland parking lot? The Beachcomber will reiterate our rules and restate expected conduct by the membership and their guests.
- Should we include an "information column" in the Beachcomber? This was suggested by a member. This column could include miscellaneous items of interest, favorite recipes, etc. Another suggested idea involved a "Letters to the Editor" column in the Beachcomber. Fred suggested that we hold off on the letters to the editor issue and promote the information column.
- There was a discussion about increasing the Island Manager's hours to 3/5th full time. This would be a budget issue so the discussion was tabled for the time being.
- A member sent a letter into the office questioning the continuing need for the services of an island manager. The issue was tabled.

- Eric Bergson was thanked for obtaining two new computers for the HMC office. These will be fully installed within the next two weeks.
- The Fire Dept. approved up to 10" diameter debris for our upcoming annual burn at North Beach.

Legal:

- Proof of vehicle insurance issue. It was discussed that we will not require proof of insurance for member's vehicles. We will however, reiterate the rule concerning being able to require proof of insurance where there are obvious issues that would require proof.

Land Use:

- Kathy Deuster reported that the next Land Use committee meeting will be June 6th.

Transportation:

- The Coast Guard will soon require transmitting AIS devices on ferries. Doug Allen sent a letter to the Coast Guard explaining our situation on the island and asking for an exemption.
- Spill containment issue – The Dept of Ecology has indicated that they want to witness a ferry refueling before they will proceed with our containment plan. Scheduling their visit has been a challenge. The ferry refuels approximately every three weeks and the DOE's availability has not proved compatible with the refueling activity. The Island Manager will continue to work the issue.
- The updated Ferry Access Policy was discussed. This will now require contractors who previously enjoyed free ferry passage to now pay the standard guest ferry fee when coming to the island. Police and Fire vehicles will be exempted. Utility vehicles will also be exempted when there is a general emergency on the island (i.e. broad power outages). Also, employees who do not live on the island and are reporting to work will be exempted. The new policy will be effective this month but there is a grace period until October 1, 2009 for affected contractors. The office will make every attempt to notify the affected contractors. We will also offer them the ability to set up an account with the office if they so choose. As a result of this change, two new documents have been created. 1) "Member Authorization for Contractor Ferry Access" and, 2) "Addendum to the Ferry Access Policy". **Kathy Deuster made a motion to accept the updated Ferry Access Policy. Motion carried.**
- **A motion was made by Kathy Deuster to accept the new "HMC Management Tenancy Agreement", and "HMC Renters Declaration of Residency" documents. Motion carried.**

Rules & Regulations:

- One Rules violation has been received by the Rules Committee chair. It was noted that the actual Rules Complaint document was found to be circulating around the island which caused a great deal of concern. It is not known how the document got released or who was responsible. This is not acceptable and Eric Bergson reminded everyone that Rules complaints are private and must be treated as such.
- Eric called for any suggested Rules changes to be sent to him.

Emergency Preparedness:

- An instructional CD for the Automatic Electronic Defibrillator (AED) will be ordered.
- Doug has located a secure, alarmed outdoor container for the AED for approx. \$450. It can be connected to the Community Building alarm system. **Janet Podell made a motion to proceed with this purchase. Motion carried.**

Water:

- The Dept of Health sent a draft letter responding to our Water System Plan. This was provided at our specific request to get an early look at some of their concerns. They identified some preliminary issues, but they will not provide a formal letter until after Pierce County performs their review. Some of the issues they addressed assumed that our water system was operated similarly to public water systems where residents/owners pay monthly for water usage. A follow up discussion with the Dept. of Health representative helped to clear those misconceptions up and their final letter should be modified to reflect this.

- Red's Electric has been notified that we are ready for them to come out to make improvement recommendations. Another contractor (Birch Electric) has notified us of the availability of their service if we need them.
- Doug provided examples of deteriorated seals and new adapter couplings to demonstrate what is required each time we need to repair a break in our pipes.

Parks:

- Tracy Anspach thanked all of the volunteers who helped with projects during Earth Day. There were about 30 volunteers who each donated about 6 hours. If these services were to have been purchased it could have cost the island upwards of \$5000. This clearly demonstrates the need for continued volunteer work in our ongoing efforts to reduce island costs.

Roads:

- Dick Mowry reported out on the condition of the existing watering truck. His new estimate indicated that repairs would now run approximately \$3000. The cost for a new (used) truck would be between \$6000-6500. There are good arguments to be heard on both sides. **After discussion between the Board and the members present Janet Podell made a motion to keep and repair our existing truck. Motion carried.**
- Doug Allen thanked Dana Gruber and Kathy Deuster for clearing debris off of the island roads. This was a lot of work on their part and very much appreciated.
- Eric Bergson asked about the cinderblock debris that is present on an island road and it was stated that Dick Mowry placed them there to help prevent soil erosion.
- It was reported that some service providers are again speeding on the island. It was suggested that the Island Manager contact these companies and remind them of the rules.

Old Business:

- Carole Crowley reminded everyone about the upcoming Combat Veterans sale on May 24th. Items to be sold can be brought to the Community Center beginning on Friday May 22nd and Saturday May 23rd.

New Business:

- Eric Bergson proposed forming a new committee. A Technology Committee would benefit the island. Such a committee could help with various projects including, computerization of the Ferry fees, expansion of our wireless network, and discussion on whether we should lay fiber optic cable when the roads are being trenched for the water system upgrade. Additionally, the committee would be tasked to look at the applications of technology for the future. A notice will be placed in the Beachcomber and the website soliciting input. Eric Bergson has offered to chair the committee.

Action Item Review:

- The Board reviewed the open action items, updated status as appropriate, and added the actions that were identified from today's meeting.

Beachcomber:

- The next Beachcomber will be the May issue. Inputs are required electronically no later than 5:00 PM on Wed. May13, 2009. The Beachcomber Editor is beachcomber@herronisland.org.

Adjournment: Judy Greinke made a motion to adjourn the meeting. Motion carried.

Respectfully submitted,

Janet Podell
Secretary