

BOARD MEETING MINUTES 10/06/2022

Attending Board Members & Trustees: President Al Miotke, Vice President Amy Kasprzyk, Secretary Samantha Hughes, Treasurer Michael Frederick-Martinez, Carla Gianini, Amy Meharry, Tony Scoccolo and Matt Coughlin.

Meeting called to order @ 7:07pm by President Al.

Al asked everyone to review the minutes from September. Tony moved to approve the minutes and Amy M seconded the motion. The minutes were approved unanimously.

Michael lead a review of the monthly financials from September. The ending fund balance was \$30,512.19. Questions from board regarding the high payment for garbage and Al agreed to follow up on this. Samantha moved to approve the financial report and Amy K seconded the motion. The financials were approved unanimously.

FOLLOW UP BUSINESS

1. Security
 - a. WPD was inconsistent and there have been complaints from members about lack of presence. Tony agreed to look for new quotes and explore West Tapps security company once Al sends the information. Tony agreed to also follow up with WPD owner, Jason, about consistency moving forward. Current contract is \$39.50/hour and \$59.25/hour for holidays.
2. Secretary of State (SOS) Paperwork
 - a. No updates from SOS but check was cashed.
3. 2nd Floating Dock
 - a. Broken piling and another one close to breaking off. Samantha reached out to Dept of Fish/Wildlife for a copy of report but did not receive follow up.
 - b. Al will follow up with Marine Floats.
4. Estimated Budget for 2022 – 2023
 - a. Dawn continues to monitor budget. She purchased parking stickers for next fiscal year to avoid inflation costs. We have sent out 4 lien letters and received 1 payment of \$1800 already. 90-day due date of lien letter notice is January 2023. Dawn will continue to track letters and send out new ones if payment is received of due date passes. Dawn will connect with Amy M to file lien electronically.
 - b. Budget needs to include statutes and reserves. Amy M will send Dawn specific information regarding RCW 64.90.525. A reserve audit is recommended to help association establish proper budget. Amy M will get quotes about reserve study.
 - c. Budget ratification meeting (plan for March 2, 2023).
Review and vote budget as a board on February 2, 2023 (monthly meeting).
Dawn sends approved budget and notice of ratification immediately following February's meeting.

Ratification on 03/02/23 will be held at clubhouse and members may send proxy in their place for voting, but member needs to send proxy with a signed form to vote in their place.

After 03/02 meeting, Dawn can send out assessment invoices and annual newsletter.

Amy K will post on website and FB when time gets closer.

Samantha will follow up with Dawn regarding plan.

5. Payment Formula for Past Due Accounts
 - a. Amy M is still working on wording.

Meeting continued into an executive session to discuss legal matters. Adjourned @ 8:42pm by President Al. Next meeting will be on Thursday 11/03/22.

Friendly reminder that the board does not have meetings in December and January due to the holidays.

Minutes respectfully submitted by Samantha Hughes.