

Jantzen Beach Moorage, Inc.
Monthly Board Meeting Summary Minutes
On December 21, 2010 at 6:30 p.m.
Jantzen Beach Super Center – Community Room

In Attendance:

Bruce Broussard, Laura Craford, Leonard Myers, Barbara Nelson, Jerry Pekrul, Margaret Puckett and Sher Shepps

Not Present:

Roy McMaster

Certificate Holders Present: Sherre Vanegas, 1613, 1983, 1999 and 2035

Meeting called to order at 6:35 p.m. by Margaret Puckett

Agenda

Margaret Puckett thanked Ron Schmidt for his lobby efforts against the proposed strip club in the Newport Bay building. An article appeared in the December 16 Tribune stating that a strip club would not move onto Hayden Island.

The Board sends their condolences to Kathy Harrison who lost a good friend. She was attending the funeral and unable to attend this Board meeting.

Open business from the floor

One resident asked about striping the parking lot. They were told this will be addressed in the Manager's report.

Another resident, 1545, expressed concerns about the conduct of some Board Members and read the following statement:

Some Board Members have made false allegations, acted in a disrespectful manner, used foul language and have made threats. These types of behaviors between the JBMI Board, management and residents cannot and will not be tolerated! This type of behavior will stop immediately.

These types of actions are disruptive to Association business and cannot continue. This also impacts the quality of living here at JBMI and impacts future residents that are considering moving into JBMI. The reputation spreads within the community.

Management as paid staff, spends too much time resolving petty issues and lies. The primary priority is our improvement project which requires a lot of time. The volunteers of the Board will not tolerate the verbal abuse and disrespectful behavior.

If you have moorage business that needs to be discussed with the manager, be professional and make an appointment.

If these types of behaviors occur again, their resignation will be implied and enacted immediately. Since the Board is responsible for the administration of the affairs of the association, they are committed to respond accordingly. If you have a complaint, put it into writing and if management cannot resolve the issues, the matter will come before the Board.

Michelle Tworoger stated that Leonard Myers had threatened to kill another Board Member per a complaint that was filed at the office. Board members have the right if abused, to leave and dismiss the matter.

Secretary's Report

November 16 Board Meeting Minutes – One correction noted; to state that the dive survey that was conducted in 1996.

Sher Shepps made a motion to accept the minutes as amended. Bruce Broussard seconds the motion. Vote passes.

Treasurer's Report – All reports reviewed by Board Members.

Profit and Loss (P & L) YTD

Check Register – Leonard Myers noted that the format of this report had changed and no Home Depot or Lowes checks were listed. A new report will be provided.

P & L Budget to Actual – General Operating Fund

P & L Budget to Actual – A-F Walkway Improvement Project

Expenses by Vendor Detail

Garbage Surround Tracking

Garbage Surround Improvement Project – Cost to Date

Moorage Managers Report –

Bruce Brossard had concerns that the maintenance crew did not apply rock salt onto the ramps. He also believes another meeting is necessary to ask Kathy questions.

Leonard had concerns about cars blocking the carports and double parking during the Christmas ships. He also had concerns that the security guards were not provided with instructions and not informed about the “no parking” zones. Police and an ambulance responded to an accident. Residents need to inform their guests about the JBMI parking policy.

Occupancy Activity

New Members – 1827 - Edwin and Susan Schmidtke

New Member – 1711- Lindsay Hernandez

Collection Issues - 2

Member asked collections to set up a payment plan. Garnishment was not successful because of employment. Attorney continues to work with bank on foreclosure.

Moorage Complaints and Thefts

Member was concerned about metal shavings from the dock project getting into the water. The member was sent a response by Margaret.

Member reported that he fell in the parking lot. Member reported in subsequent email, that it wasn't serious enough to warrant a doctor visit.

A letter was sent to rescind the complaint of a home office.

Parking

17 citations issued within past 30 days.

Security Incident Report

No incidents reported in the past 30 days. Additional Security Guards were ordered to man the pedestrian gates for Christmas Ship nights (12-10 & 12-17). No incidents were reported on 12-10-2010.

Maintenance – Completed Projects

Replaced several damaged ball valves on walkways

Temporary Irrigation removal

Planted a tree on fence line

Catch basin # 3 jetted out

Maintenance – Current Projects

Leaf removal

Gate repair

Foul weather preparation

Maintenance – Upcoming Projects

A Row upgrades

Landscape clean-up

Walkway project

Stand-off bumper replacements

Unfinished Business

A-F Walkway Improvement Project Status – This project is entering its 16th week. Steelhead has completed the framing and decking on Rows D, E & F. Currently working on Row C. The contractor plans to start working on the expansion of the main walkway. The electrician has completed the work on Rows B-F. The installation of the conduit for Comcast and Qwest has been completed for Rows B-F. Installation of the hand railings has begun and making good progress.

An update on Row A has been requested.

Assessment Schedule – Tabled until next month.

Beaver Control – A survey will be completed by Bruce for next month's meeting. Residents need to be made aware of this committee so additional input can be provided while drafting the survey. Legal counsel has been consulted on this matter.

Staff Evaluations – Moved to Executive session.

New Business

JBMI business documents stored in private residents – All JBMI operating documentation needs to be returned to the office.

A motion was made that all employee personal financial information (check stubs) be returned to the office. Barbara seconds the motion. Vote passes.

A financial review audit was conducted but the document is missing from the office. The results of the audit was discussed in an executive session and not contained in the regular minutes. Sherre reminded the Board that the financial review outcome should be shared with the membership.

Include summary information in these minutes regarding the audit?

Timing of manager's salary increase – Moved to Executive session.

Committee Team Reports

Human Resource Review – S. Shepps

No written report. Pay dates have changed. Some policy and wording changes will be reflected in the new Employee Handbook. Ron Schmidt wants to be on this committee but HR has turned him down due to participation limitations. Sher granted Ron to attend the 2011 meetings.

Architecture – Alex Alexander is the new chair of this committee. Written report provided. The monthly Tuesday committee meetings have been moved back to the office at a new time of 5:00 p.m.

The committee is planning a new bi-annual walk through of the moorage. Alex submitted a proposed and sample “friendly reminder” letter to certificate holders who have violations per the bylaws. Alex is proposing a series of three letters: 1) “We are delighted to report” 2) “This is a friendly reminder” 3) “We have a problem”. The letters include 10 potential/common violations. Ron Schmidt asked for a copy of the checklist used during the walk through which was provided. The information is also contained in the CCRs for the moorage.

Alex is developing a spreadsheet to track violations, letters sent and follow up status information.

Landscape – P. Fulcher – Report provided via e-mail.

Row Captains – L. Myers – Leonard was asked to recruit a replacement and recruit captains of specific rows.

Security Coordinator – L. Myers – No report and no meetings.

Parking Policy Review – S. Shepps – This committee only meets as needed.

Web Page Coordinator – D. Robinson – No report
Mike Frost is the owner of the JBMI Facebook account.

Newsletter – Dick Robinson will issue newsletters if no one volunteers.

Moorage Representatives

HiNooN – R. Schmidt – No report

Mark Wells is the local crime coordinator. It is important to report all crimes that occur on the island. There is a new law pending that would close a bar if a major crime occurs. Some private land next to the railroad bridge by Schooner Creek might be converted into a park.

Lotus Isle Park was closed by the City of Portland due to arsenic found on the playground equipment.

WOO – Representation Needed

I-5 Bridge Project, Columbia River Crossings – B. Nelson/A. Alexander

The project team is looking at additional alternatives for the transit station on Hayden Island. Flawed information has been detected so more research is needed for design alternatives. The group is re-grouping.

Portland Working Group – B. Nelson – No report

Meeting adjourned at 8:05 p.m. and went into Executive Session

Respectively Submitted by Michelle Tworoger