

Jantzen Beach Moorage, Inc.
Board of Directors Meeting Minutes
January 16, 2018

Members of the Board Present:

Nikki Charlton, President, Directors: Joy Hoffacker, Rick Pariseau, Sharon Rixen and Jim Ryan

Management: Pam Pariseau

Available by phone conference: Craig Hunter, Vice President

Absent: Bob Hines, Treasurer & Director, Charley Davis, Director

Members Present: 1627, 1719, 1805, 1785, 1827, 1853, 1859, 1927, 1955, 1975, 1983, 2035, and 2047

Quorum: The quorum requirements were met and Nikki Charlton called the meeting to order at 6:37pm.

Comments from the Members: None

Comments from Board: Jim Ryan made a suggestion that Security Committee only purchase a few security cameras, maybe just 1 for each gate to begin with to figure out how much data is used each month and if they are the right type and are doing what is needed.

Minutes: The minutes for the December 19, 2017 board meeting were approved with the correction by Jan Zweerts that he stated reinforced steel, not stronger steel. Motion made by Joy Hoffacker to approve, Jim Ryan, 2nd and unanimously approved.

President's Comments: Nikki Charlton read the **attached letter** from Finance Committee. Members of the Finance Committee are Joy Hoffacker, Bob Hines and Nikki Charlton, she stated that they would love others to volunteer for the committee.

Manager Report: Pam Pariseau presented the Manager's report for January. A copy of the report is available at www.jbmi.net

Treasurer's Report: Joy Hoffacker presented the Treasurer's report for December. A copy of the report is available at www.jbmi.net

Committee Reports: The following reports were discussed and copies are available at www.jbmi.net

WOOO- Ron Schmidt reported that they are continuing to work on storm water appeals. Encouraged Members to send in emails or letters to Portland City Council Clerk by January 31, 2018.

Bylaws Update Report: Another special meeting will be scheduled in the next few weeks. Nikki will have final red line version to Members when it is complete.

Infrastructure Committee: A copy of the report is available at www.jbmi.net

Discussion on proposed reserve study by Schwindt & Co. The fee to complete study is \$3000. - \$4000. Jim Ryan made a proposal not to exceed \$4000 for study, Sharon Rixen 2nd, and unanimously approved.

Rich Sorem, 1627, inquired as to why the \$8500 spent on J2 Consulting and \$9500 for Bellingham Marine was not brought to the membership for a vote. Nikki stated that Board has a fiduciary duty to maintain moorage and that this is not a Bylaw item. Nikki stated that President had authority to approve money spent on reserve study.

Architectural Committee: No written report. Jim Ryan, Chair stated he will be taking pictures of homes to have a record to go by when sending out letters to Members.

Security Committee: Nikki stated that Bob Hines is working on ordering cameras. She talked with Metro West Security and for \$300- \$400 they would do evaluation and suggest where cameras should be installed.

New Business: Nikki Charlton presented new written job description for Lead Maintenance. She asked for input from Board. On call and overtime procedures were not included in job description and that this needed to be discussed and added. Need a list of on call numbers for emergencies. JBMI employees can not always be on call.

Ramp Captains need training for emergency procedures. It was suggested that Ramp Captain names be posted on all bulletin boards so that members know who their captain is. Craig Hunter and Joy Hoffacker stated they would like to participate in meeting on this subject.

Elections/Nominations:

Deb Bowe, Chair of Nominating Committee opened floor for nominations for 2018 elections.

Nominations she had received were for Jan Zweerts, President, Craig Hunter, 3-year director, Bob Hines, 3-year director, Kathy Holmquist, 3-year director and Jodie Newell, 3-year director. Nikki Charlton, 1-year director, and Charlie Davis 1-year director. Sharon Rixen was nominated for President, but she declined. Rich Sorem was nominated for 1-year director, but he declined due to other boards he is currently on.

Jim Ryan suggested rotating secretary duties among board if no volunteers for position.

Nomination from the floor were closed.

Annual meeting date announced for February 27, 2018.

Adjourn: Jim Ryan made motion, Sharon Rixen, 2nd. Meeting adjourned at 8:35pm.

Notes taken by Cheryl Baker, 1719, typed and submitted by Pam Pariseau, as Acting Secretary.