

***Jantzen Beach Moorage, Inc.
Board of Directors (BOD) Meeting
Summary Minutes from
October 15, 2013***

Board of Directors (BOD) Present - Officers: Maia Godet, Margaret Puckette and Ginny Girotti-Sorem

Directors: Ivan Karmel, Barbara Nelson, Berni Pilip; and Sharon Rixen

Absent: John Heald

Management: Pam Pariseau

Certificate Holders Present: 1613, 1653, 1659, 1715, 1767, 1859, 1863, 1871, 1885, 1951, 1979, 1983, 1999, 2047 and 2049

A. Opening of the meeting: The meeting was called to order at 6:30 pm by Maia Godet.

1. Introduction of Board of Directors (BOD).
2. Maia read and reminded everyone about JBMI Ground Rules at Board Meetings.

B. Secretary's Report:

1. **September 17, 2013 BOD Meeting minutes –**

Berni Pilip made a motion to accept the minutes as written; Barbara Nelson seconds the motion. Vote passes unanimously.

C. Treasurer's Report: Ginny Girotti-Sorem reviewed all the reports with the BOD.

1. **Balance Sheet –** No comments
2. **Profit & Loss (P & L) by Class –** No comments
3. **Check Register –** No comments
4. **P&L Budget to Actual – General OP Fund –** No comments
5. **A/R Aging Summary –** 1665 is back on track with their monthly payments to pay off their outstanding balance.

D. Manager's Report:

- **Occupancy Report –** 2 new tenants (1615 and 1665) plus 3 homes have recently sold which creates new certificate holders (1825, 1839 and 1907) at JBMI.
- **Collections –** 1665; this account is expected to be paid off by December 31, 2013.
- **Thefts / Vandalism –** The green marathon dock cart and a girl's pink bike that were stolen have been found.
- **Resident Issues –** The extra log tied at the end of Row A (1533) has been removed.
- **A Row Project –** The project is complete but one certificate holder is unhappy with the upgrade project and outcome.
- **Cell Tower –** This is a project in process but the smaller pole has been removed.
- **Parking Update –** 3 citations were issued.

- **Broken Water Pipes** – The tree roots caused a 2" pvc pipe to break at Ramp 6 which resulted in 27 hours of running water and eroded the river bank. The water had to be turned off at the Mall and JBMI and 6" hole was created. Pam is obtaining bids to repair the damages.
- **No Wake Buoys** – Multnomah County River Patrol provided 3 new buoys which were installed by volunteers Rich Sorem and Rick Pariseau.
- **Christmas Ships** – Seeking and recruiting new members.
- **Satellite Moorage Opportunity** – Bill Casselman is proposing building a new moorage in the Multnomah Channel for JBMI dislocated/impacted homes as a result of building the new bridge across the Columbia River. Additional information is available at the office.
- **Entrance Gates** – The battery pack has now been properly installed and working. The cost of the new remote controls is non-refundable.
- **Maintenance in Process** –
 - ✓ Correcting chain-ups
 - ✓ Repairing dry rot and painting of carports
 - ✓ Painting sign posts on uplands and walkways
 - ✓ Screw replacement – 75% complete
- **Maintenance Ongoing** –
 - ✓ Parking lot clean up
 - ✓ Sewer/Water meter readings
 - ✓ Repair pagoda and corroded lights on walkways
 - ✓ Clear debris at storm drains
 - ✓ Replacing brass ball valves
 - ✓ Blowing and pick up leaves
 - ✓ Installing standoffs
- **Maintenance Completed** –
 - ✓ Replace 36 broken curb stops
 - ✓ Trimmed bushes and trees outside West gate and behind Comp USAS.
 - ✓ Repaired and painted JBMI signs at East and West gates
 - ✓ Security Guard Shack
 - ✓ Carport 1 at Ramp 7, East wall repaired and painted
 - ✓ Re-painted handicap parking stencils at all ramps.
 - ✓ New communication and phone wires to gates
 - ✓ Treat rose bushes and trees for aphids
 - ✓ Replace transition plates at ramps 2,3,4,5 & 7
- **Maintenance Upcoming** –
 - ✓ Repair pile hoops
 - ✓ Repair/Paint electrical pedestals on walkways

E. Unfinished Business:

1. **2014 Budget** – The JBMI 2014 Annual Budget was approved by the Board of Directors at a special meeting. This budget will be made available to Certificate Holders at the Annual Meeting. It also includes the timing and long range projects. The 2014 JBMI associates dues are not expected to increase.

F. New Business:

1. **JBMI Hiring Procedures** – Some believe or shared the following concerns:

- ⌚ Because decision making skills are required with the job description, it is important to hire the best qualified experienced based contractors.
- ⌚ Do not rush or wait until the last minutes to make important decisions when hiring or switching contractors.
- ⌚ Legal counsel does not believe there is a conflict of interest hiring JBMI residents/certificate holders.
- ⌚ Need to define the competitive bidding protocol / process.
- ⌚ A majority of HOAs do not hire residents.
- ⌚ Existing residents have more knowledge about structural and mechanical issues because they live on the water.

Ivan proposes that the BOD vote on a policy next month regarding the hiring or appointing professional contractors that live at JBMI.

Berni Pilip made a motion to form a committee for 30 days to discuss this matter and submit the pros and cons of hiring people who live within JBMI. Barbara Nelson seconds the motion. 2 voted yes; 2 abstained so the motion passes.

People were encouraged to leave their name at the back table if they are interested in participating on this committee.

G. Committee Reports:

1. Architectural – No meetings
2. CRC Update – Michelle Tworoger provided information from TriMet News on 3 key issues: 1) unchanged features: 5 new stations, light rail included from Portland to Vancouver, set to open 2019; 2) new features, ODOT in the lead position; TriMet not ODOT/WSDOT taking the lead with the Federal Transit Administration (FTA) and signed a FFGA binding contract 3) TriMet 37% and C-Tran 63% to cost share maintenance and operation costs.

A special session of the legislature is anticipated regarding the funding of the new bridge.

3. Complaint Committee – Follow up will occur with one resident regarding the Row A project.
4. Finance – See above under Unfinished Business.
5. Row/Ramp Captains – Barbara Nelson and Sharon Rixen; Honey Pot testing is 85% complete. Two honey pots were discovered leaking.
6. Web Page Master – No meeting; no report, www.JBMI.net contains important documents. People are encouraged to contact the web master if they have questions or suggestions.
7. HiNoon – Berni reported that the group has some major issues/topics such as: The Port cannot afford to develop West Hayden Island. The North Portland Neighborhood Association wants no industrial development on West Hayden Island. JBMI will submit a letter of support.

H. Open Discussion – Some people expressed concerns about the location of the security guard shack. It was suggested to try and add mirror to the shack to gain additional visibility.

Margaret Puckette thanked everyone for their participation in the JBMI hiring policy discussion.

Meeting Adjourned at 8:15 pm

Respectively Submitted by Michelle Tworoger