

*Jantzen Beach Moorage, Inc.  
Board of Directors (BOD) Meeting  
Summary Minutes from  
September 17, 2013*

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

**Directors:** John Heald; Ivan Karmel, Barbara Nelson and Berni Pilip

**Absent:** Sharon Rixen

**Management:** Pam Pariseau

**Certificate Holders Present:** 1627, 1741 and 1999

**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).

**B. Secretary's Report:**

1. **July 16, 2013 BOD Meeting minutes** – John Heald made a motion to accept the minutes as revised. Berni Pilip seconds the motion. Vote passes unanimously.
2. **August 20, 2013 BOD Meeting minutes** – Berni Pilip made a motion to accept the minutes as revised. 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** – The asset at 1815 still needs to be adjusted.
2. **Profit & Loss (P & L) by Class** – No comments
3. **Check Register** – John Heald inquired about the sprinkler costs as it relates to the water billing amounts. The cost to replace the entire sprinkler system would be \$35,000. This expense is listed on the future improvement listing included with the 2014 budget proposal. Patty Fulcher volunteered to become involved with possible irrigation modifications.
4. **P&L Budget to Actual – General OP Fund** – The water costs reflect \$4,500 of repairs. As of August 2013, the budget reflects (\$7,316.71) as under budget for JBMI.
5. **A/R Aging Summary** – Many members have prepaid their association dues.

**D. Manager's Report:**

- **Occupancy Report** – 2 new tenants (1819 and 1875).
- **Collections** – 1665; the owner has honored her agreement with JBMI thus far. JBMI is expecting another large payment.
- **Thefts / Vandalism** – None
- **Resident Issues** – 2; one certificate holder continues to feed the wildlife and is constantly washing feces off the walkway from the geese and her dog.
- **A Row Project** – The project is complete and finished less than \$70 over budget. A success.
- **Gate Replacement Project** – This project is complete. Columbia Crossings will be billed approximately \$5,000 for their 3<sup>rd</sup> quarter costs.

- **Cell Tower** – The smaller pole has been replaced with a larger pole. Velocitel is installing the new tower. Once the project is completed the smaller pole will be cut down. The installation is scheduled to be completed by September 20.
- **Parking Update** – 2 citations were issued.
- **Irrigation Bid** – Island Landscaping has completed the 1<sup>st</sup> phase of the repairs. They plan to submit a bid for winterizing the system to reduce repairs for next spring.
- **Security Guard Building** – Except for electrical, the building is complete.  
Ivan made a motion to approve the additional of cost of \$200 to cover the electrical costs for this 8x8 building. Barbara Nelson seconds the motion. Vote passes unanimously.
- **Buoys** – River Patrol has provided JBMI 3 larger buoys with floatation in the bottom. If volunteers provide installation assistance, this project should be at no cost to JBMI. The project is scheduled to be completed the week of September 16.
- **Maintenance in Process** –
  - ✓ Correcting chain-ups
  - ✓ Repair pagoda lights that have corrosion & not working
  - ✓ Building Guard Shack
  - ✓ Painting/Cleaning carports
  - ✓ Pressure wash walkways
  - ✓ Cleaning cottonwood off common areas
  - ✓ Screw replacement
- **Maintenance Ongoing** – same as last 5 months
  - ✓ Parking lot clean up
  - ✓ Sewer/Water meter readings
  - ✓ Gate repairs (PED and vehicle)
  - ✓ Irrigation system repairs
  - ✓ Installing standoffs
- **Maintenance Completed** –
  - ✓ Replace 36 broken curb stops
  - ✓ Installed slow 10 MPH signs & painted stencils on parking lot
  - ✓ Painted No Parking & Fire Lane at ramp 7
  - ✓ Cleaned carport unit 4 and sprayed for spiders
  - ✓ Installed new filters in Pump Station
  - ✓ Trimmed bushes and trees outside West gate.
  - ✓ Re-painted handicap parking stencils at all ramps.
  - ✓ New communication and phone wires to gates
  - ✓ Treat rose bushes and trees for aphids using soap and water
  - ✓ Replace transition plates at ramps 2,3,4,5 & 7
  - ✓ Trimmed bushes behind old Comp USA
- **Maintenance Upcoming** –
  - ✓ Repair pile hoops
  - ✓ Repair / paint carport #2
  - ✓ Paint carport #1 @ ramp 7
  - ✓ Repair/Paint electrical pedestals on walkways

**E. Unfinished Business:** None

**F. New Business:**

1. **2014 Proposed Budget for Board Review** - Ginny stated that the finance committee met twice to refine the forecasting for the Budget. This committee included herself, Mike Frost, Pam Pariseau and Sherre Venagas. It was suggested that the Board read/review and be

prepared to discuss this proposed budget at a special meeting to be announced and vote accordingly.

The total 2013 expected expenses are \$543,587 and the proposed total 2014 expenses is \$564,423. A proposal of \$4,425 for maintenance repairs will be included in next year's budget for consideration. An Employee Earning summary was provided. A JBMI Reserve Plan proposal and a list of proposed improvements were submitted with the budget for the Board to review.

- 2. Letter from Row A Certificate Holder** – Jerry Pekrul (1533) submitted a letter requesting that JBMI provide him the same type of walkway as the rest of the JBMI because he pays the same rate and believes he is being discriminated against.

The board believes that all options & costs were reasonably explored and considered. To have Row A match the rest of the moorage, the costs could exceed \$400,000. A vast majority of the residents along Row A agree the improvements have enhanced the esthetics and are satisfied with the outcome of the project. Ivan Karmel will draft a letter for Maia's review to be sent as a reply to Mr. Pekrul.

Rich Sorem believes the issues (feeding the wildlife and the dog urine) on Row A needs to be fully addressed to the residents so everyone is treated equally and increase the livability.

- 3. Nominating Committee Volunteers** – Rich Sorem volunteered to head this committee and obtain names of candidates for the upcoming election of Officers and 2 new Directors.

**G. Committee Reports:**

1. Architectural – John reported that the walkthrough of the moorage for 2013 is complete. 23 corrective action letters were sent and 16 letters asking for action regarding the exterior of their homes were sent.
2. Complaint procedure – No meetings
3. Finance – See above
4. Row/Ramp Captains – Barbara Nelson and Sharon Rixen; Honey Pot testing on going.
5. Web Page Master – No meeting; no report
6. HiNoon – Berni reported that the group supports issues surrounding Lottery Row, Columbia River Crossing, West Hayden Island and the Crosswalk on Center Street.

**H. Open Discussion – None**

Meeting Adjourned at 8:13 pm

Respectively Submitted by Michelle Tworoger