

Jantzen Beach Moorage, Inc.
Board of Directors (BOD) Meeting
Summary Minutes from
April 16, 2013

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

Directors: John Heald, Barbara Nelson, Berni Pilip and Sharon Rixen

Absent: Ivan Karmel

Management: Pam Pariseau

Certificate Holders Present: 1627, 1951 and 1999

Opening of the meeting: Meeting was called to order at 6:32 pm by Maia Godet, President.

1. Everyone believed the introduction of 2013 Board of Directors (BOD) is not necessary.

🕒 **Secretary's Report:**

1. **March 19, 2013 BOD Meeting minutes –**

Sharon Rixen made a motion to accept the minutes with minor changes;

John Held seconds the motion.

Vote passes unanimously to accept the minutes as revised.

🕒 **Treasurer's Report:** All reports were reviewed and summarized by Ginny Girotti-Sorem.

1. **Balance Sheet** – Question regarding advertising for 1815. The slip is currently being advertised in Freshwater News and Craigslist
2. **Profit & Loss (P & L) by Class** – Account number 5585 for legal expenses includes an opinion regarding the fraudulent mailing.
3. **Check Register** – No discussion.
4. **P&L Budget to Actual – General OP Fund** – The report reflects that JBMI is under budget by \$309.35.
5. **A/R Aging Summary** – Collections are pending for 1665. 1525 is making payments each month.

🕒 **Manager's Report:**

- **Occupancy Report** – 1 new resident (1643).
- **Collections** – 1665 is moving forward with foreclosure and the collection process.
- **Thefts / Vandalism** – None to report.
- **Resident Issues** – None to report.
- **Gate Repairs** – Memory chips have been installed at the East gate and all gate cards are working. Pam is working to obtain estimates to replace the gates with up-to-date technology. The West Gate's electronics need to be reset occasionally.
- **Ramp Transition Plates** – All ramps have been completed except Ramp 1 which is scheduled to be completed next week.
- **A Row-Bids** – Ballots were mailed April 8; received 63 so far and need 90 votes for a quorum. The deadline is April 30 at 5 pm.
- **Lending Library** – The lending library bookcase has been built, filling up with books and receiving many compliments.

- **Uplands Bark Dust** – Received three bids; the lowest bid was accepted and delivery is expected next month. Residents are encouraged to keep their pets out of the bark dust.
- **Clean up day** – This event is scheduled for May 18. Large dumpsters will be available until May 22 for household disposal items. Looking for volunteers to help residents bring items up the ramps to the dumpsters. Muffins and coffee will be available at Ramp 6 from 9 to 11:30 on May 18.
- **Exhibit “A” – Schedule of Special Assessments** – Has been revised regarding the harassment of JBMI employees or BODs.
- **Maintenance in Process** –
 - ✓ Trim rose bushes and shrubs
 - ✓ Replace transition plates ramp 1
 - ✓ Correcting chain-ups
 - ✓ Repair pagoda lights
 - ✓ Gate maintenance – lube and replace wheels
 - ✓ Screw replacement
- **Maintenance Ongoing** –
 - ✓ 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
 - ✓ New communication and phone wires to gates
 - ✓ Replace transition plates at ramps 2, 3,4,5 & 7
 - ✓ Trimmed bushes behind old Comp USA
- **Maintenance Upcoming** –
 - ✓ Repair pile hoops
 - ✓ Clear weeds/blackberry bushes
 - ✓ Row A project
 - ✓ Pressure wash walkways
 - ✓ Repair/Paint electrical pedestals on walkways

🕒 **Unfinished Business:**

1. Row A Ballot – See Manager’s Report
2. Watering Policy – A draft has been submitted. It was agreed to add that a Third Violation would result in a \$100 assessment.

Barbara Nelson made a motion to accept the policy as written with the two suggested changes. Berni Philip seconds the motion. Motion dies for lack of vote.

This policy will be revised for additional consideration at next month’s BOD meeting. Berni Pilip will draft an introduction letter that explains the reasons and background of the watering policy at JBMI. Watering cans are available for purchase at the office for \$10.00.

🕒 **New Business:**

1. Gate Replacement bids – John Krueger his associate Jake from Metro Access Control presented a 5-page detailed proposal to eliminate the poorly functioning sliding gate system and adding swing gates. Below summarizes the features and benefits:
 - ❖ All existing equipment will be replaced.
 - ❖ Need 3 weeks lead time.
 - ❖ The project will take 3 weeks to complete.
 - ❖ Plan to tie into the old access system.
 - ❖ Includes vehicle sensors.
 - ❖ Pedestrians will be allowed through this gate system.

- ❖ Includes an eye contract sensor.
- ❖ Swing gates have less maintenance issues.
- ❖ Opening size will remain the same.
- ❖ Will use the existing wiring.

- ❖ Water proof remotes will be provided through the office for an additional cost.
- ❖ Typical life span is 15 years.
- ❖ The gates are movable.
- ❖ Includes a warranty.

Berni Pilip made a motion to accept the proposal. Barbara Nelson seconds the motion. Vote passes unanimously.

John Heald and Pam agreed to negotiate some of the services and warranty conditions. A ballot will be submitted to the membership in May. Columbia Crossings will pay 30% of the West gate expense but no electronic costs.

🕒 **Committee Reports:**

1. Architectural – A meeting was held and a third notice of compliance will be sent.
2. CRC – The ballot regarding Bylaw changes as it pertains to CRC issues; passed. It was agreed that this committee needs to meet, brainstorm and define the next steps for presentation to the BOD regarding recommendations on how compensation monies might be distributed and used to replace-repair-restore infrastructure, such as the East Gate, ramps, parking lot and landscaping.
3. Complaint procedure – No report; Ivan, Maia and Ginny have not met.
4. Finance – Columbia River Crossing project expenses need to be considered
5. Row/Ramp Captains – Honey pot testing will resume.
6. Parking – No report
7. Web Page Master – No report
8. HiNoon – Ron Schmidt has submitted a report to the office. Crime along the Columbia River is low.

🕒 **Open Discussion** – The Multnomah County Sheriff has provided JBMI 3 buoys which are ready to be placed in the river along JBMI homes. The sinks holes at Ramps 1 & 3 will be repaired. Berni was concerned about the cracks in the parking lot. Pam stated the cracks would be addressed when the parking lot is resurfaced.

🕒 **Next month's agenda topics** – Watering and Pet policy language.

Meeting Adjourned at 8:26 pm

Respectively Submitted by Michelle Tworoger