

Jantzen Beach Moorage, Inc. (JBMI)
Board Meeting Summary Minutes from
April 17, 2011

Board of Directors (BOD) Present - Officers: Maia Godet; Margaret Puckette; Ginny Girotti-Sorem; **Directors:** John Heald; Ivan Karmel; Barbara Nelson; Berni Pilip; Jerry Pekrul; and Sharon Rixen

Not Present: No one

Management: Pam Pariseau

Certificate Holders Present: 1533; 1613; 1627; 1639; 1653; 1671; 1717; 1715; 1767; 1871; 1883; 1895; 1951; 1991; 1999; 2003; 2007; and 2045

- **Opening of the meeting:**

Introduction of Board members and moorage staff ~ Maia Godet introduced all Board members and moorage staff.

- **Secretary's Report:**

February 21 Board Meeting Minutes - Berni Pilip stated that no comments were received from the previous Board of Directors so she considered the minutes to be approved.

March 20 Board Meeting Minutes – One revision (add unanimous vote where it applies).

Sharon Rixen made a motion to accept the minutes as revised. Barbara Nelson seconds the motion. Vote passes unanimously.

- **Treasurer's Report:** All reports are reviewed by Board Members.

- | | |
|--|-----------------------------|
| 1. Profit & Loss (P & L) by Class | 4. Budget to Actual |
| 2. Check Register | 5. Balance Sheet |
| 3. P & L Budget to Actual | 6. A/R Aging Summary |

Michelle Tworoger had 3 questions which were fully answered by Pam Pariseau, regarding the Budget to Actual financial report.

- **Manager's Report:**

1. **New tenant:** 1719
2. **Collections:** 1631; making partial payments owing over \$14,000. It was suggested to put the Certificate Holder on notice and stress strict performance.
Jerry Pekrul made a motion to proceed legally to collect the outstanding balance. Barbara Nelson seconds the motion. Vote passes unanimously.

Maia Godet will contact legal counsel regarding the status to collect this debt.

3. **Theft/Vandalism:** None to report
4. **Resident issues:** 1767 and 1781
5. **Parking:** 10 citations were issued within the past 30 days. 8 had "no parking permits" but all resolved.
6. **Security:** None to report
7. **JBMI Clean-Up Day:** Scheduled for May 19, 9am to noon. Two 20 yard dumpsters to be delivered on May 11 at Ramps 2 & 6.

8. **Pet Waste Problem:** Ramps 1 & 2 still having problems. Margaret Puckette suggested taking Dog DNA samples but will research further. Jerry Pekrul suggested using multi-purpose trail cameras to photograph the violations.

Berni Pilip made a motion to purchase two cameras at \$199 each. Barbara Nelson seconds the motion. Vote passes unanimously.

Signs will be posted for legal reasons.

9. **Unattended Boats Sinking:** Two boats were reported sinking due to the heavy rainfall. Members were asked to watch neighborhood boats especially during heavy rainfall incidents.
10. **Portland Water Bureau (PWB):** The water lines will be replaced at Ramps 1 & 3. This project might kill some trees but Pam will issue notice to the Water Bureau that they will be responsible if any tree dies during this project, they must be replaced by the PWB. It was discovered that some water lines bypass the meters at the parking lot hose connections.

11. Maintenance projects ~

- ❖ **In process:** 1) Pressure wash walkways starting at Row L and going East on M walk; 2) Touch up rust spots on fence and garbage surrounds; 3) Marking utility shut off valves on walkways; 4) Touch up concrete walls at the East and West gate.
- ❖ **Completed projects:** 1) Repair / Replaced broken pagoda lights at ramps four and five; 2) Replace rope transition at ramp one; 3) Removed construction materials at ramp two; 4) Clean area around maintenance buildings
- ❖ **Ongoing projects:** 1) Parking lot clean-up; 2) Sewer/Water readings 3) Gate repairs; 4) Irrigation system repairs 5) Leaf removal 6) Install standoffs.
- ❖ **Upcoming projects:**
 - ✓ Row A project
 - ✓ Replaced damaged standoffs
 - ✓ Prune shrubs and trees
 - ✓ Landscaping at garage surrounds at ramps 4,6 & 7.
 - ✓ Re-seed lawn from pet and geese damage.
 - ✓ Clean bank line.

• **Committee Reports:** All reports are to be submitted in writing.

1. **Architectural:** John Heald reported that one meeting was held to discuss three issues:
 - ✓ Swapping houses in slips 1761 & 1809
 - ✓ Footprint of 1973
 - ✓ Moving houses at 1983 and 1991
2. **Columbia River Crossing:** Margaret Puckette reported that this committee has been combined with the Bylaws committee since there is only one issue in the Bylaws that is related to the Columbia River Crossing project (Condemnation). To change the Bylaws, it requires a super majority vote to make a valid modification. The primary change to the condemnation section is related on how to distribute the compensation received from the government. If anyone has concerns regarding condemnation or distribution of proceeds, please e-mail Margaret or Michelle.
3. **Complaint Procedure:** Ivan Karmel will investigate the status of pending complaints and one appeal. The User Reader Friendly short version of the Complaint Process was approved with some small corrections.
4. **Finance:** Ginny Girotti-Sorem reported no pressing issues
5. **Moorage Activities:** Ivan Karmel held two meetings and gathered some good activity ideas such as a Rubber Duck Race; Chicken Bingo; and Doggies Olympics, as examples. Potential sponsors have been identified to provide prizes.

The next committee meeting will be held on April 24. The moorage party will be held on August 11. The moorage garage sale will be held the third weekend of July.

Ivan will submit a proposed amount of funding needed for the moorage party at next month's meeting for approval.

6. **Security/Row Captains:** John Head stated that he is working on Honey Pot testing.
 7. **Volunteering:** Jerry Pekrul believes that many Certificate Holders have the skills and would volunteer to provide services at JBMI to save the moorage money for services such as Landscaping. Jerry will coordinate potential tasks, the procedure to volunteer at JBMI and put an article into the next newsletter. Please contact Jerry Pekrul at 503-789-9114 if interested in volunteering at JBMI.
 8. **Web Page:** No report
 9. **WOO:** Ron Schmidt provided a written report giving additional details about 1) new insurance requirements for submerged land leases; 2) Wake violations can be reported to Jason.tyrus@mcsos.us. 3) Oregon Yacht Club fire.
- **Unfinished Business:**
 1. **Legal Costs - Investigative Report;** Maia Godet read her report to the BOD and audience. It was suggested to hire an arbitrator to help resolve this issue and the associated costs.
 2. **Complaint Process – User Reader Friendly short version;** Ivan Karmel – see committee report.
 3. **Moving houses complaint – 1991/1983;** John Heald – Tabled until May's meeting.
 - **New Business:** *Tabled until the May meeting*
 1. **JBMI Communications Plan and Strategic Plan, Goals and Purpose**
 2. **Announce 3 top priorities for 2012**
 3. **Status of Row A improvements;** Jerry Pekrul
 4. **Process to approve BOD minutes**
 5. **Invitation of Jill Gelineau to Special Meeting –** The Columbia River Crossing committee has suggested this invitation be put on hold until the committee has had the opportunity to collect additional information and meet with Jill first.
 6. **Definition of Moorage Manager's Position**
 7. **Developed of Nomination Appointment Policy**
 8. **Moorage activities; entertainment committee funding;** Ivan Karmel
Covered in the committee report.
 9. **Draft of Right of Way / Condemnation process and concerns;** Michelle Tworoger
Draft provided in writing and Margaret Puckette covered this issue in the Columbia River Crossing committee report.

Adjourned at 8:30

Respectively Submitted by Michelle Tworoger

Went into Executive Session