**November 15, 2016**

**6:30 pm**

**South Shore Club House**

**Hayden Island Mobile Home Park, Portland, OR**

**JANTZEN BEACH MOORAGE, INC.**

**BOARD OF DIRECTORS MEETING**

Present: Nikki Charlton – President, Vicki Inglis – Treasurer, Mary DeHart – Director, Graham Perkins – Director, Sharon Rixen - Director, Jim Ryan – Director, Kathy Holmquist – Secretary, Pam Pariseau – Moorage Manager. Absent: Mike Bowe.

 Members present - 1661,1667,1837,1859,1893,1973,1983,1999 and 2039.

**Minutes** of the October 18 were approved with the change to the funding for A Row Infrastructure coming out of the improvement fund rather than the maintenance fund.

**Open floor to members:**

Bike Path: There is an agenda item on the Portland City Council meeting on Thursday, November 20 to discuss a proposed bike path which would come through our parking lot. The City of Portland needs a certain number of proposals need to be done regularly to keep bike paths in play. Probably this is a non issue; however, we still need to be active by writing letters and/or going down to the hearing with the City if possible. There is info on the HiNoon website that could be included in a letter written to the City Council. Will look at someone attending the meeting and writing a letter in opposition to having bike paths as proposed.

A-Row Changes: Steelhead Construction has started the purchase of materials for the upgrades. As soon as we hear a confirmed delivery date, we will notify board and members. JBMI paid 40% down to purchase materials.

Club House: Jim Ryan took the challenge of investigating putting a club house into the open space that has been for sale for over 10 years. Found 2 structures that might fit. They will identify a structure, develop a budget, and bring it to the board to approve sending to the members.

**Manager’s Report**:

* No new members.
* New tenants at 1659 and 1693, two new couples moved in
* No collections
* No theft and vandalism.
* No complaints.
* A-Row
* Cottonwood tree at ramp 5 removed. Because it was over 12” inches in diameter had to be permitted through the City. Cost of removal is $1500.
* Flooding on island. Water isn’t draining. When the mall was remodeled in 2014, something has gotten into the main line. The city and the mall are working to remove. Pot hole near Denny’s is being fixed and TriMet will be paying for it.
* Removing leaves.
* Replacing grates on walkways

**Treasurers’ report**: About 15.8% general operating expenses due to increase in summer water use. Net loss due to depreciation. Report approved.

**Operating Budget for 2017**. A copy of the presentation along with a letter will be mailed to members with an explanation of increase in HOA fees. The increase in HOA fees will be put into the reserve account for future infrastructure replacement. The Finance Committee recommended that HOA fees remain the same until after a reserve study was completed; however, the board agreed that there was a need to increase the HOA fees in 2017. A copy of the 2017 budget is attached to the minutes.

Resolution: Sharon made the motion that we increase the monthly HOA fees from $325 to $350 per month effective January 2017. Mary seconded. Motion passed unanimously.

Sharon moved that we approve the 2017 budget as presented, Mary seconded and motion approved unanimously.

**Two finance policies** were presented for approval to improve the financial operation of the moorage. Copies are attached.

* Expenses Approval Policy
* Fixed Asset Management and Depreciation:

 Graham Perkins moved to accept these and Sharon Rixen seconded it. Motion unanimously approved.

**Mooring Committee**:

There is a good cross representation across the moorage. A meeting was held on November 2nd. Another meeting is November 16 at Graham Perkins’ home. Presentation was done by Bob Shepps to the Committee on the Clear Water Committee proposal.

**Bylaws Questionnaire** has been completed on Survey Monkey to ask members for input on some of the challenges of updating the bylaws. Questions were developed to address the differing opinions on Moorage operations. A copy is being mailed out and one is also available online both on our website and on the members’ Facebook page.

**Landscaping Committee** Cheryl Baker and Patti Fulcher are volunteering to investigate replacement of the trees that have been disappearing.

Wayne Wilson will be chairing the **Nominating Committee** and is looking for volunteers.

Berni Pillipwill chair the **Complaint Committee.**

When reviewing the lease lines of the moorage, it has been discovered that there are possible potential issues concerning homes/docks outside the DSL boundaries that may be outside the lease lines. The president feels it is important that we clear up the matter by going to the DSL to confirm. Further research needs to take place before we go to the state to discuss this.