

*Jantzen Beach Moorage, Inc.
Board of Directors (BOD) Meeting
Summary Minutes from
April 15, 2014*

Board of Directors (BOD) Present - Officers: Maia Godet and Ginny Girotti-Sorem
Directors: Mary DeHart, Barbara Nelson, Margaret Puckette and Sharon Rixen
Absent: Melinda Head and John Heald **Management:** Pam Pariseau
Certificate Holders Present: 1999 and 1627

A. Open the meeting

Maia Godet called the meeting to order at 6:29 pm and introduced all Board Members and the Moorage Manager.

B. Secretary's Report

Sharon Rixen made a motion to accept the JBMI March 18, 2014 meeting minutes as written. Barbara Nelson seconds the motion. Vote passes unanimously.

C. Treasurer's Report

- ⌚ Profit and Loss by Class – Margaret Puckette inquired about the Landscaping monthly expense of \$869.87. Pam explained that this is the regular monthly fee plus the planting of new plants. Ginny Girotti-Sorem inquired about the Financial Review / Tax Prep fee of \$2,000.00. This is the amount to prepare the JBMI Corporate 2013 tax returns.
- ⌚ P&L Budget to Actual – There were no concerns or questions from the BODs.
- ⌚ Balance Sheet – There were no concerns or questions from the BODs.
- ⌚ Check Detail Report & Check Register & Expenses by Vendor – Ginny inquired about the Dock Cart expenses. Pam confirmed that three (3) new dock carts have been obtained for JBMI.
- ⌚ A/R Aging Summary – 1907 has sold and closed mid April.

D. Manager's Report

➤ Occupancy:

3 New Tenants: 1549, 1775 and 1939

1 New Member: 1907

➤ Collections:

None

➤ Thefts and Vandalism:

- ⌚ The Security Guard noticed a broken gas cap door on a vehicle at Ramp 1.
- ⌚ Security Guard reported that an intoxicated person damaged the realtor board outside the West gate. Police were called and the suspect was arrested for Criminal Mischief II. The damaged board will be repaired.
- ⌚ Someone attempted to break the lock on a storage door in the carports.

Ⓞ A white cargo van with ladders tailgated into the moorage and damaged the Columbia Crossings gate.

- Resident Issues: One at 1683 – See Unfinished Business
- TriMet: A meeting was held with the Jantzen Beach Mall manager and the Columbia Crossing manager. A letter will be submitted to TriMet and C-Tran regarding the need for a maintenance agreement for road repairs to Center and Jantzen Avenue.
- Tree Trimming Ramp: PGE trimmed the trees within the electrical lines. Pam has requested bids for additional trimmings. The treatment for aphids must occur prior to February. Pam is waiting for a second bid to treat the aphids next year using an organic insecticide.
- Michaels Only: They are requesting access to JBMI moorage so their delivery semi truck can access Columbia Crossings area to get to their loading docks.
- Flower Pots on Ramps: Carla Davis and Carol Sleger were thanked for planting the Ramp 7 flower pots. Pam has planted the flower pots at the remaining 6 ramps.
- Pilings: Permits have been obtained to replace three (3) pilings in November at JBMI.
- Maintenance Projects In Process (no changes from last month):

- ✓ Correcting chain-ups (this has been completed).

- ✓ Screw replacement – 90% completed

- ✓ Leaf blowing of carports and parking lot

- ✓ Repair pagoda lights and replace lights that have corrosion and not working

- Completed Projects in 2014:

- ✓ Painted newspaper boxes and placed near mailboxes for Oregonian to deliver papers

- ✓ Power washed garbage surrounds

- ✓ Sanded & re-stained bench at Ramp 7

- ✓ Replaced ball valves and sewer pipes damaged by freezing weather

- ✓ Repaired damaged realtor sign board outside West Gate

- Maintenance – Ongoing Projects (no changes from last month):

- ✓ Parking lot clean-up

- ✓ Sewer/Water readings

- ✓ Gate repair (pedestrian and vehicle)

- ✓

- ✓ Irrigation system repairs

- ✓ Installing standoffs

- Maintenance – Upcoming Projects:

- ✓ Repair piling hoops

- ✓ Repair & paint electrical pedestals on walkways

- ✓ Power wash walkways

- ✓ **E. Unfinished Business:**

- ✓ Replace transition plate at Ramp 1

- ✓ Replace numbering on address posts on ramps at each row.

- 1683 Tenant Issue: The owner has filed a Small Claim Suit against JBMI and our legal counsel seeking \$9,400 in damages for medical problems. There was concern about a possible conflict of interest since

the JBMI legal counsel is also a defendant in this matter. JBMI is allowed to provide an informed consent to legal counsel.

- ✓ Barbara Nelson made a motion to have the corporate attorney represent and defend JBMI in this small claims matter regarding the \$9,400 of medical bills for Member at 1683.. Margaret seconds the motion. Vote passes with 3 yes votes and 1 no vote

- Screening Procedures for Rental and Residents: Maia read the November 24, 2006 Residents Screening Guidelines with the new proposed language. The new Guidelines will address the following:

- ✓ **Member must notify the office prior to when a renter moves in or if there is a change of residents within the household. All tenants must submit to tenant screening prior to moving to another rental residence within JBMI.**

- ✓ A motion was made to accept the new Screening Guidelines language for Rentals and Residents. Vote passes with 3 yes votes and 1 no vote.

- Schedule of Special Assessments (Exhibit "A"): #14 – Failure to comply with Association's resident screening policy and rules (per month), is now **\$500.**

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- ✓ **F. New Business:**

- Pet Policy – Tabled until next month regarding pet DNA submissions.
- Pet Fees – **A pet fee of \$50** will be charged for each pet upon successful tenant screening for new members/residents.
- Spring Clean-up will be held May 24 during the 3 day holiday weekend. Two (2) large dumpsters will be available.
- Moorage Garage Sale will be held Saturday July 26.

- ✓

- ✓ **G. Committee Reports: All reports are to be submitted in writing**

- Architectural – No report
- Conflict Resolution – None
- Finance – No report
- Landscape – Margaret suggest planting male cottonwood tree on the embankment which produce no cotton.
- Ramp Captains – No report
- Web Page Master – No report
- WOO – Ron Schmidt's written report addressed a special hearing to be held in Salem on April 17, 6:00 pm regarding proposed Rulemaking for Waterway Markers. Berni plans to attend this meeting. If this new rulemaking passes it might eliminate no – No Wake Signs or in the future it may be necessary to obtain a permit and pay or buy buoys. Margaret suggested adding No Wake in LARGE LETTERS at the end of each row. It was also suggest that someone might build large buoys for JBMI.
- HiNoon – Berni provided a written report which addressed the following:
 - 🕒 New path provided by the Port of Portland on West Hayden Island to the beach.
 - 🕒 Review Hayden Island Plan.
 - 🕒 Shred-it-Day – May 9, 10:00 to 2:00, free for all island residents.

✓ **H. Open Session** –

➤ No comments or discussion.

✓ **I. Close of Meeting** – Meeting adjourned at 8:32 pm

✓ Respectively Submitted, Michelle Tworoger