

Jantzen Beach Moorage, Inc.
Board of Directors (BOD) Meeting
Summary Minutes from
September 16, 2014

Board of Directors (BOD) Present - Officers: Maia Godet, and Ginny Girotti-Sorem
Directors: Mary DeHart, Melinda Head, Barbara Nelson, Margaret Puckette and Sharon Rixen
Absent: No one **Management:** Pam Pariseau
Certificate Holders Present: 1613, 1627, 1641, 1685, 1731, 1741, 1749, 1845, 1935, 1947, 1973, 1983, 1999, 2023, 2039 and 2047.

A. Open the meeting

Maia Godet called the meeting to order at 6:30 pm and introduced all Board Members and the Moorage Manager. She stated that the Board would cover August Board matters as there was no meeting last month due to a lack of quorum.

B. Secretary's Report

Sharon Rixen made a motion to accept the JBMI July 15, 2014 meeting minutes as written. Melinda Head seconds the motion. Vote passes unanimously.

C. Treasurer's Report for July & August

- ⌚ Profit and Loss by Class – There were no concerns or questions from the BODs.
- ⌚ P&L Budget to Actual – There were no concerns or questions from the BODs. The Net Operating Income reflects (\$25,873) under budget so far for the year 2014.
- ⌚ Balance Sheet – There were no concerns or questions from the BODs.
- ⌚ Check Detail Report & Check Register & Expenses by Vendor There were no concerns or questions from the BODs.
- ⌚ A/R Aging Summary – Several Members prepaid their monthly dues.

D. Manager's Report for July & August

- Occupancy:
 - 4 New Tenants: 1545, 1553 1689 and 2019
 - 4 New Members: 1529, 1845, 1851 and 1853.
- Collections: None
- Thefts and Vandalism: August

Someone turned off JBMI water valves at for irrigation at top of each ramp and this has caused damage to trees and plants due to lack of water...
- Resident Issues: A complaint log was submitted to all BODs.
 1. 1683 –See Unfinished Business
 2. 1533 – Complaint regarding slope of A Row. Issue addressed with new pilings and pile hoops.

3. 1991 – Resident’s black lab was bitten by another Member’s dog. Multnomah County Animal Control was notified.
4. 1947 – Member’s Jack Russell terrier was bitten by another resident’s dog. Multnomah County Animal Control was notified.

- Pressure Washing: This project has been completed for 2014.
- A Row Piling Replacement Project: Project completed on July 31st. Six wooden pilings on A Row and one on C Row were replaced by steel pilings. Six pile hoops were fabricated by Steelhead Marine.
- Fire Marshall Report: JBMI is in the process of updating the Fire Policy to include no open recreational fires and tiki torches. Members had questions regarding fire pits and tiki torches pertaining to City of Portland Codes. Discussion ended with request to have Harbor Master and Portland Fire Marshall, Ray Pratt to attend the October board Meeting.

➤ Maintenance Projects In Process:

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| <ul style="list-style-type: none"> ✓ Correcting chain-ups ✓ Screw replacement – 90% completed ✓ Replace worn deck boards on all ramps ✓ Paint post and signs on walkways. | <ul style="list-style-type: none"> ✓ Bus back blackberry bushes on river bank line ✓ Leaf blowing of carports and parking lot ✓ Repair pagoda lights and replace lights that have corrosion and not working |
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➤ Completed Projects in 2014:

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| <ul style="list-style-type: none"> ✓ Power wash walkways ✓ Installed Compact Parking signs at Ramps 1 & 6 and painted fire lanes ✓ Painted newspaper boxes and placed near mailboxes for Oregonian to deliver papers ✓ Power washed garbage surrounds ✓ Sanded & re-stained bench at Ramp 7 | <ul style="list-style-type: none"> ✓ Locate broken sewer line at Ramp 5 ✓ Repaired damaged concrete between carports 68 and 69 ✓ Replaced ball valves and sewer pipes damaged by freezing weather ✓ Painted no parking lines at north PED gates and top of Ramp 2 ✓ Repaired damaged realtor sign board outside West Gate |
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➤ 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 (no changes from last month):

- ✓ Repair piling hoops ✓ Replace transition plate at Ramp 1
- ✓ Repair & paint electrical pedestals on walkways ✓ Replace numbering on address posts on ramps at each row.

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✓ **E. Unfinished Business:**

- ✓ 1. 2039 Legal Issue: Tim Zimmerman from Vial/Fotheringham , moorage attorney, addressed Members
- ✓ regarding question of the boat that is registered with Oregon State Marine Board and how JBMI
- ✓ Bylaws have authority regarding the primary use of this structure which is extending beyond the foot
- ✓ print of 2039. Members commented on this issue. Divisions of State Lands Lease boundaries were
- ✓ discussed. Also discussed was that Members need to consider impact on moorage structures with
- ✓ additional length to their footprint.

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- ✓ 2. 1683 Tenant Issue – Attorney sent 10 Day Demand letter. Court date to be set.

- ✓ 3. Rules and Regulations Update – Melinda Head reported that this committee has met. The updates to
- ✓ the Rules and Regulations were minor changes to correct verbiage and they have been sent to t\he
- ✓ moorage attorney for his review. These changes will be sent out to Members after legal review.

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✓ **F. New Business:**

- 1. Update Fire Policy: To be addressed at next Board Meeting (discussed in Manager’s Report).

2. Officers & Directors length of term: Melinda Head, Director discussed how difficult to get members to run for office and that two years would be easier to recruit for. It was brought up how this requires a change of JBMI Bylaws, which is difficult to obtain the 66 per cent vote of the membership. This will be brought up at a future meeting.
3. JBMI Secretary Resignation: Michelle Tworoger has resigned this position and we need a volunteer to fill the remainder of this position.
4. Proposed 2015 Budget for Review: The Board received a copy of the proposed 2015 Budget and Reserve Plan. They will review the plan and a date will be set for a meeting to go over the budget and make any changes and approve the budget. At the October Board meeting the Budget will be discussed. Due to increased cost of utilities the 2015 dues will need to be increased.

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

- Architectural – 2014 walk through was completed last month and found moorage is looking good. 38 letters have been sent out for general clean-up, paint, etc.
- Conflict Resolution – The committee decided not to waive the assessment of \$50 because it's been a long outstanding issue (dog not kept on a leash).
- Finance – The committee will meet next month to discuss the 2015 budget and update the Reserve Study.
- Landscape – This committee plans to meet in November to drive native willow stakes to slow the erosion of the river bank. Volunteers are needed for this project.
- Ramp Captains – Honey Pot testing will start in the fall and begin with follow-up of homes that had issues last year.
- Web Page Master – The web site looks great and a thank you goes out to Monika Johnson.

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- HiNoon –
 - 🕒 Feral Cat program to capture and have them spayed and neutered is in planning.
 - 🕒 The Hayden Island Plan is still in the process of developing an updated Comprehensive Plan. Meeting will be held on 9/23/14 from 5-9pm. Check the Hi-Noon website for address.
 - 🕒 Lottery Commission to be audited and is under review.

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✓ **H. Open Session –**

- Erosion of bank lines at Ramp 1 and 6 was discussed and plans for planting willows.
- Member at 2039 asked for clarification of the free water down river space for his boats.
- Trees will be treated at Ramp 7 for aphids in January.

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- ✓ **I. Close of Meeting** – Meeting adjourned at 8:29 pm
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- ✓ Respectively Submitted, Pam Pariseau