

Agenda

Hat Island
Board of Trustees Meeting
3616 Colby Ave PMB 335
Everett, WA 98201
(360) 444-6611

Saturday Nov 19, 2022

10:30am via ZOOM

Attendees:

Erik Smith- President	Virtual
Ray Stephanson – VP	Virtual
Don Stark- Treasurer	Virtual
Kelly Dukes- Secretary	Virtual
Aimee Caccavale- Trustee	Virtual
Dan Jensen- Trustee	Virtual
Roelof Burger	Virtual

Kim Gleason- Island Manager Virtual

Erik: Called the meeting to order at 10:33am

First order of business to approve meeting minutes: 10/3/2022, 10/12/2022, 10/15/2022, 10/26/2022, 11/3/2022, 11/9/2022

Erik: Requests a motion to approve the minutes

Kelly: Motions

Ray: Seconds

Vote:

Erik Smith- President	Yes
Ray Stephanson – VP	Yes
Don Stark- Treasurer	Yes
Kelly Dukes- Secretary	Yes
Aimee Caccavale- Trustee	Yes
Dan Jensen- Trustee	Yes
Roelof Burger- Trustee	Yes

Motion passes- minutes are approved

Agenda:

- Call the meeting to order
- Approval of Draft Minutes from 10/3/2022, 10/12/2022, 10/15/2022, 10/26/2022, 11/3/2022, 11/9/2022

- Legal Reports- Erik Smith
- Island Managers Report- Kim Gleason
- Treasurer Report – Don Stark

Old Business:

- Re-address the move in house variance

New business:

- Presentation 2023 Budget that was adopted by The Board of Trustees on November 9, 2022

Committee Reports:

- Marina – Roelof Burger
- Parks and Rec- Aimee Caccavale
- Water Committee- Roelof Burger
- Community Input (3 Minutes per owner)

Legal Report- Erik Smith

We have two lawsuits. The first is Matt Surowiecki vs Hat Island. Matt has hired new counsel and we are in discuss the insurance carrier and his attorney to evaluate a global resolution. We can't share much at this time. The second lawsuit is for foreclosures of Matt Surowiecki properties. This is wrapped into global settlement. If the global resolution settlement is not successful, then HICA is prepared to move forward with legal discovery and motions to move the foreclosures forward. I don't expect to have an update for a few months.

Island Manager Report

What incredible weather we have had on the island. Yes, it's cold... but it's dry and not muddy. That has afforded us the opportunity to do some grading in the marina parking lot. It is slight, grading, you might not even notice it. This is to help with our drainage issues. This is not the big ents no longer have to hop over, or wade through puddles to get to their vehicles. Thank you to Chuck Bright who loaned us his transit level to aid in precise grading. The island will be purchasing one of those. We are also lucky to have Rick DeFransesco on our staff who is a master at grading. I am super excited about this as we believe this will make a huge difference in the mud and puddles in the parking lot.

Discussion: Transit level, how it works. Transit level is an instrument on a tripod that surveys and land and provides precise measurements. Rick DeFransesco is so good that grading by eye, that after grading the first section, he was able to use the transit level and it validated that he was accurate. Having the proper tools and the staff skilled enough to perform the work is exciting to improve the island.

Kelly: Thanks to Rick and staff for making those improvements. Not only do mud puddles make a wet mess, but it is also slippery and dangerous.

Kim: Hat Island is typically either dry and dusty or wet and muddy. We had a window of opportunity here in November while it is cold and the ground is firm, but it has not rained. Thank you again to Rick for tackling this while he could and for the islander's patience while we made the improvements.

The old playscape next to the Yacht Club is getting its facelift based off of community input. It now has new stairs and a new slide. There are additional improvements coming, like a softer landing with sand. There will be a section with chalk paint that kids can then draw on as a new activity as well as a metal handrail. Jeff did a very nice job on the construction of that.

Ballots will be coming. We found out that the ballot company could not get the ballots out until December 6th, which does not work. I discussed the situation and solutions with Erik and came up with a new plan. The company is going to print them, we will pick them up and bring them back to the island for an envelope stuffing party. I spoke to Sharon Meadows, Barb Holte and they are going to help prepare the ballot envelopes so that they can be mailed to the owners on time. If you are on island and would like to help, we welcome your participation. If you are far away from the island, such as in AZ, FL and are concerned with weather etc. that you might not get your ballot returned in time, we can always email you a ballot.

Thank you to all the staff- they are appreciated.

Kim

Treasurer's Report for November 19, 2022

All payables are current and our reserves & operating income, as of October 31, 2022 are as follows:

Capital Reserve: \$438,139
Cash Reserve: \$258,540
Marina Reserve: \$14,462
RO Reserve: \$114,798
Operating Income: \$314,225

Detailed P&L and Balance Sheets will be posted on-line for your review.

Respectfully,

Don Stark
HICA Treasurer

Don: Reserves are based on a reserve study. The Finance Committee and the Board are careful when they are putting together a budget. It is important to build and maintain a reserve. Reserves are important for emergencies, such as the storm that damaged the marina bulkhead which cost ~\$175,000, thankfully we had \$175,000 in reserves to take care of that repair. The balances are pretty healthy, and is in line with the Boards expectations. The reserves at the end of the year will be about a million dollars. That will be covered later as we discuss the budget for next year. Let's pay attention later when we discuss the 2023 proposed budget, recap where we are at, where we are headed and why it is so important to approve the budget when we get our ballots.

Old Business:

Revisit Move in House variance request from September, Ray Stephanson.

In late September the Board of Trustees received a letter requesting a variance to the Move in House Policy by an owner wanting to bring their home over before Snohomish County approved their building permit. The Board of Trustees asked the ACC to investigate the request and come back to the Board of Trustees with a recommendation. After reviewing the request with the

Island Manager and checking on the status of her building application, which is still under review, it was determined that the ACC recommended the request be denied.

At this time, I recommend that the Board of Trustees deny the request to allow a move in house to come to the island before a building permit has been issued.

Erik: Requests a motion

Ray: Motions that the Board of Trustees deny request for the move in house to come to the island before a Snohomish County building permit has been issued.

Don: Seconds

Erik: Background; all the Divisions have CC&R's and the ACC manages the CC&R's. When there is a potential dispute between what an owner would like to do and the CC&R's and ACC guidance an owner can request a ruling from the Board as a second opinion. So that is what we have before us. I am on the ACC and attended the meetings that discussed this. With Ray's leadership and the ACC, we reviewed multiple scenarios. We keep coming back to that a house has to be permitted. We can't have a house come pending a permit and then find out a permit can't be issued. Now the house is on the island and cannot be permitted, what do we do with the unpermitted house? We have enough issues with abandoned cars on the island.

Dan: Three houses came over earlier in the year came over without permits. Where are we with those?

Kim: 1 house has received its permit, the other 2 are still pending. We are monitoring it. We are receiving more and more requests for move in houses. The Board was wise to approve a Move in House Policy. The 3 houses made it onto the island before the policy, and now we have houses up on blocks without permits.

Dan: What do we do if one of those houses does not get permitted?

Erik: It has never happened, but I agree it is a concern and we hope that does not happen.

Kim: I will partner with the ACC and plan for this scenario. There is more than just the building permit that is required. They need permits for building on critical areas, storm water drains which they are getting approved. Typically, if the building permits are denied as there is some sort of clerical error on the permit itself, such as the wrong lot number etc. Once the errors are corrected these typically are approved. Snohomish County is really backed up on processing requests for permits.

Erik: The ACC just brought in Brent Hackney who is savvy on septic design, super addition to the ACC.

Vote:

Erik Smith- President	Yes
Ray Stephanson – VP	Yes
Don Stark- Treasurer	Yes
Kelly Dukes- Secretary	Yes
Aimee Caccavale- Trustee	Yes
Dan Jensen- Trustee	Yes
Roelof Burger- Trustee	Yes

Motion passes

Presentation of the 2023 Budget Proposal approved by the Board of Trustees November 9, 2022 and approval of ballot.

Erik: We have had many meetings on the budget to allow for Board, Committee, and community input. The Board unanimously recommends this budget. It has been nearly 10 years without a change in assessments of \$1,200 a month.

Dan: The Board and Finance Committee unanimously recommends this budget.

Why need for increase:

Inflation has returned to the economy and we have major repairs and replacements that need to occur. We had discussed the issues with the major lot owner, once again he threw us a curve by stopping his contractual obligations to make marina payments. The Marina assessment was being paid by everyone else, he did not pay, which was not fair. He signed a contract to stretch those payments over 10 years. He stopped paying on that in March. That adds up over the course of 2022 and 2023 to almost \$180,000 in lost revenue.

The bulkhead repair, which we have discussed, was unexpected and came to approximately \$175,000.

We need to maintain reserve balances.

One of the things we need to talk about, we have been relying on non-recurring cash flow. With this additional cash flow, it did not look like we needed to consider an assessment increase previously, when we probably should have. That includes the Paycheck Protection Program (PPP) loan which we received, in response to the pandemic. We received a PPP grant in 2020 and 2021 to cover payroll expenses. These grants were forgiven and the revenue went into our budget. Additionally, over the period of 2018-2021 Accounts Receivable (AR), exclusive of the major lot owner, was about \$1.2M. At the end of 2021 our AR was down to \$515k. That is a reduction in our AR of \$685k. If we had not had the PPP loans, which were forgiven, our reserves would have been down to \$450k. The non-recurring revenue masked the reduction in AR.

In addition to the non-recurring revenue, inflation had a significant impact on us in 2022. A conservative estimate is \$55,000, over and above what we had planned for inflation. We had the bulkhead repair. We also had a profit shortfall.

Looking ahead to 2023 we have increase in legal fees. If we can resolve the issues with the major lot owner that would have a significant benefit for the island, but we need to increase legal fees budget to accomplish that.

We have also discussed this, the need to increase some of our employees' salaries and additionally provide a cost-of-living adjustment (COLA) to address inflation. We need to provide fair salaries and competitive wages to retain skilled labor.

Unexpected permit and repair cost which will be about \$100k. there are a number of things that we need to accomplish in the marina and other places. Environmental oversight has increased and these require permits which was not planned for.

Finally, our inflation factor is higher this year which will be an additional \$80k. This is during a time when our revenue has been flat, not just our assessments, but also our service fees, with the exception of the barge.

There have been discussions about the reserves. We did a reserve study in 2019. There were 61 assets identified, which includes our buildings and other depreciable assets. They looked at the existing life and remaining life of the asset as well as the replacement cost of the assets. Based on this information they came up with a schedule of capital cost to replace existing

assets on a yearly basis, which they ran out for 4 years. Break out of percentages by category: Marina is about 33%. The next is the water system, for which we have a separate assessment as well as the fees. Water has a separate reserve, which you can see is pretty healthy. This handles the requirements for our R/O water system. Then we have basic maintenance to manage our equipment and buildings is 18%, golf is 13%. Our other buildings, outside of basic roof replacements is 9%, and drainage is 6%. Reserve studies only touch on existing assets, it does not include new requirements of which we had quite a few. When we look at the list of things that we wish to invest in in 2023, that has to be considered as well. There is a rule of thumb that most financial advisors would suggest that you hold 3 months of operating costs in reserves as well and that is an additional \$300,000. The reserve study came to about \$1,000,000 and the cash reserves came up to about \$300,000 so the total reserves is \$1,300,000.

The water R/O has a reserve a little over \$100,000. It has a couple of major upgrades coming up that the water R/O reserves will cover. The rest of the reserve money is spread over the bank accounts. We are not just trying to get through the next year, we need to get the long-range planning committee going on a 5-year plan that is truly meaningful. We also need to re-organize our accounts in a manner that is more manageable and recognizable to the community. This would allow us to allocate/line up reserve dollars to the appropriate account (Marina, Golf etc.) Don has been working with the Finance Committee to investigate putting a portion of the reserves into a CD to earn interest, basically an investment plan, which is a smart use of reserve funds while they are held. We need to form a task group to develop a long-term plan for asset purchases, requirements and line up the reserve levels to our goals and revenue needs. When we look at how we look at our depreciation schedules which is part of a non-cash expense which goes into building our reserves over time. The office has done a tremendous job on accounting, which allows us to use our income statement and our balance sheet to develop cash flow statements which will help us manage the islands finances. We are lucky to have a talented group of individuals with finance and accounting backgrounds to work on the long-range finance planning activities. We are always looking for additional volunteers. If you are interested in the budget and how we plan long term we would welcome your participation.

Why this big jump? Here is what would have happened if we had increased our assessments from 2018 and on, by \$50.00 a year. The first year would have increased our reserves by \$33,000, the next year an additional \$33,000, totaling \$66,000. The 3rd year an additional \$33,000, builds to \$99,000. Last year we would have built to \$132,000. Accumulative impact of ~\$500,000 to our reserves, which would have been a good thing to do. We have tried to keep the assessments low, unless there is an absolute necessity for it. This is an example of how things would have looked if we have looked into the future a bit differently.

Don: Comment, this idea that previous Boards and Finance Committee by not raising fees had somehow neglected us. While I am the Treasure of the HICA Board, my wife is the treasure of our personal finances. If I were to tell her 5 years ago that we need to transfer \$50.00 or \$100.00 from our savings and transfer it to Hat Island savings she would have said why? Well, we need to have adequate reserves 5 years from now. Well, what is our reserves right now? Well, they are about \$1,300,000. This was plenty and they continued to be plenty. Now, as Dan explained we have had good fortune and diligence on the accounts receivable, and we received the PPP loans thanks to Kim and the staff's hard work. I don't think it is so bad that we haven't been raising assessments over the past 4-5 years. I also don't think that this increase is a big jump, it is a needed jump, and it is prudent. I don't think we should apologise for not raising assessments over time.

Dan: If I am taking a shot the Finance Committee and the Board, it is at myself as I have been on the Finance Committee for a long time.

Dan/Don: Agreement of good intentions and chuckles.

On the topic of employee compensation. We have 5 full time and 10 part time employees. Our labor costs have been low. Ray and Kelly have done an in-depth analysis of market rates for salaries, each position has been evaluated and targets have been set. We have a number of jobs that are not at market rates. Additionally, a 7% COLA has been added to our 2023 budget.

We have also included \$2,000 in the budget to audit our employee manual. This issue has been discussed several times. We need a human resources legal expert to review and verify that we are compliant with current laws and won't put us into legal jeopardy. Additionally, we have allocated \$15,000 for funds a placeholder in the event that we have an employee issue that requires human resource expertise. It will not necessarily be utilized, but should be viewed as a risk management program. We have issues over time with employees and we believe that this is the prudent thing to do.

In the past our reserves have been pretty low, if you look past 2015, the reserves were in the \$200,000-300,000 range. Then we were hit with unexpected loss of revenue from the major lot owner (major lot owner stopped paying). Our accounts receivable was going up, between 2015- and 2016 our numbers were negative. The way we kept afloat was to stop paying our bills. That helped get us through 2015, and we paid them down over time. It is important to have reserves. The recommended levels in the proposed budget would be prudent.

Reviewed 2023 recommended purchases that are recommended by the office and the committees. These purchases are items which will make our island better. Some items (in red) we have pushed back for now. The safety stations (portable deliberators), are on hold for now. In my division, we pooled our money and bought one. It not an absolute necessity, we can evaluate how we proceed with those in the future.

Marina Loan is paid off. The major lot owner did stop making his payments on the marina loan. However, we did get the funds that was held in bond over the last legal action this totaled about \$185,000. The marina loan balance was about \$66,000 at that time, so we paid that off and put the remainder into cash balance. We then gave credit to the major lot owner in accounts receivable.

Ferry Loan balance is \$639,618, interest 4.18%, loan termination date 12/20/2034, monthly payments \$7,978, annual Payment \$95,736. Interest is approx. \$30,000 and principle will be paid down approx. \$66,000. It has been discussed that this is a reasonable level of debt.

Fee increases: Golf coupon books will be \$170.00 for 10. Marina slips will increase by \$2.00 per foot. Those 2 fee increases, plus the rent increase for the apartment above the office from \$500 a month to \$600 a month will all need to be approved by the Board separately.

That is it. Your budget has been developed and reviewed by many volunteers and staff. Your consideration would be greatly appreciated.

Erik: Thank you Dan, Don, Alan Dashen, the Finance Committee and all who have helped develop this. I for one completely support this budget.

Ray: Just wanted to make sure that we are all clear, we are still pursuing Matt Surowiecki's past due marina payments.

Dan: Yes, that is correct. The global settlement would include this, as well as separately should the global settlement not prove fruitful.

Ray: I have been in public corporations for about 22 years. This has been as transparent and informative of any budget process that I have been through. Shout out to Dan, and the staff for all their hard work. Our property owners should feel very comfortable and proud of the good work that you have done. Thank you.

New Business:

Erik: We have the ballot which will be sent to the community for vote. The next steps is to print it out and send it to owners for community vote. It will include an overview of the financial summary.

Approval of the 2023 Ballot.

Erik: Requests a motion to approve the ballot

Dan: Motions to approve the ballot as is.

Don: Seconds

Vote:

Erik Smith- President	Yes
Ray Stephanson – VP	Yes
Don Stark- Treasurer	Yes
Kelly Dukes- Secretary	Yes
Aimee Caccavale- Trustee	Yes
Dan Jensen- Trustee	Yes
Roelof Burger- Trustee	Yes

Motion passes- Ballot is approved.

Vehicle Policy for Marina Parking Lot

Our current policy which states:

Marina Parking Lot Use:

The Marina Parking lot areas are meant to be used for transient vehicles (coming to and from the owner’s lot). Due to limited space, vehicles must be used on a regular basis, be operational and have the ability to be moved for parking lot maintenance, emergency purposes, etc.

We encourage owners to provide a backup set of keys for emergency purposes. If you are locked out, the office can provide the back-up key to get you into your vehicle. If you are away from periods of time and it becomes necessary to remove your vehicle for lot maintenance purposes or for emergency purposes, we can move the vehicle without towing it out of the way. Contact the office staff to make arrangements to keep your backup key in our office.

Is there a need to change this policy/wording. There are times it is necessary to move vehicles and we attempt to make contact with owners to receive their ok to do so. What happens if it needs to be moved and we cannot get ahold of the owner? This applies to all vehicles on community property.

Discussion: Should we pursue a hold harmless policy, so that we are further covered. 99% of the people we probably don’t need it, but from a risk management standpoint it may make sense. Suggest that we send this to the Governance Committee for recommendation.

Committee Reports:

Marina Committee- Roelof Burger, Board Chair

Marina Committee has two items on the agenda.

1) Rate increase 2) Absentee moorage policy.

Rate increase: Marina recommended \$2.00 a foot increase in 2023 and the intention to recommend an additional \$1.00 a foot increase in 2024.

Absentee Moorage Policy: Marina committee was asked to reevaluate based on the petition that was going around. I thought there was lack of information and lots of speculation and some arguments on how full the marina was or was not. I collated data from my own research and the from the office. This included annual subscription per slip size, moorage cost on Hat vs Port of Everett and how many people actually use absentee moorage on Hat. Basically, there is a marina percentage fullness based on high season and low season based on linear foot and slip size.

Marina committee requested additional time. They will evaluate at a future meeting and expect to present to the Board a recommendation in January.

Dan: It is clear that the marina has capacity. But there is another way of looking at it. Most of the marina is fixed costs, which means that an empty slip cost just as much as a full one. When you look at the numbers half of the empty slip is being supported by the community as a whole. In addition, most of the annual moorage purchases are only used seasonally. They only use a slip 4 months of the year, so they are also paying for the empty slip too. This is an issue of fairness. I encourage the Marina Committee to look at this from a fairness perspective. I want the Marina Committee to make a recommendation and explain why it is fair to try and extend this policy.

Roelof: You make a really good point; I will convey that at the Marina Committee meeting.

Erik: Was the petitioner or a representative at the meeting and allowed to participate at the last meeting?

Roelof: Yes

Erik: Do you feel like you have all the data you need to make a recommendation next year?

Roelof: Yes, we have all the information needed to make an informed decision.

Parks and Rec Committee- Amie Caccavale, Board Chair

Pirate Ship playground that we expect to build next year. They are still fundraising to get it built. We are looking to raise additional funds. One of the things they are looking at is holding a Facebook action. We are seeking donations of things like fishing or crabbing trips, handy man services, gym class, Air BnB donations etc. the action will be live on Facebook Dec 3-10. Contact Aimee or Janita.

Water Update 11-10-22

Water produced in Oct:

Oct YTD

Wells 473,820 4,381,565

RO 0 650,050

Totals 473,820 5,031,615

During Oct the Wells performed as expected and the RO production was 0 due to a leak in the underwater output line. A new 200" flex line is on order to replace the existing 4" schedule 40 PVC which is glued every 20' and has now failed twice in October. The new flex line will have no underwater joints to fail.

The production from this period was 28% more than Oct of last year. The water mix was 100% wells and 0% RO.

The YTD produced is 22% more than the last 2 years avg of their YTD amount.

Worth a mention: The RO production was 0 due to a leak in the underwater output line. A new 200" flex line is now installed to replace the existing 4" schedule 40 PVC which is glued every 20' and has now failed twice in October. The new flex line has no underwater joints to fail.

Nature Conservancies- park

Dan: Lot KA boundaries are in work. Survey is in work, there is odd lot lines that they are working through, but the park will be nice once we get that all straightened out.

Community input: (3 minutes per owner)

Steve Jefferies B27

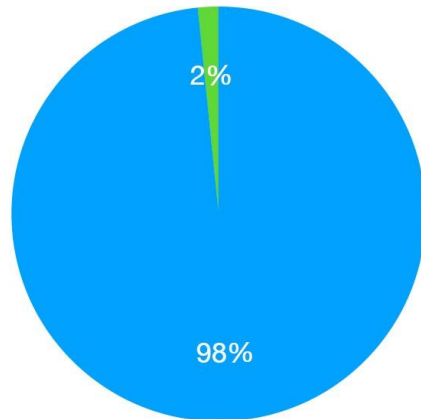
Dear Hat Island Board of Trustees:

At the October monthly BOT meeting I presented a petition with the names of 105 Hat Island community members who supported a small modification to an existing marina policy.

Specifically, we asked that absentee moorage be extended from 30 days to 60 days in the low season. I explained that this modest extension would NOT impact the original intent of the marina policy. This policy was created to ensure Hat's marina would not be used for long-term boat storage by absentee owners.

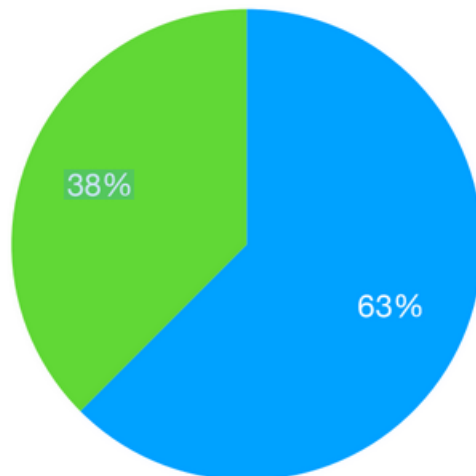
I mentioned in October that this requested policy amendment was time sensitive. We are now in the low season when the additional days would be available. And fortunately, there is data both from last year and this year, that clearly shows the requested change would have negligible impact on

boat access and space in the Hat marina.
The chart below shows the impact of absentee moorage on marina space from September to May, 2021-2022:



The BLUE area shows open marina space and the GREEN area shows use of marina space by boaters using absentee moorage. Less than 2 boats per day over the 9-month period used absentee moorage. Clearly, absentee moorage use had almost no impact on marina capacity or slip access.

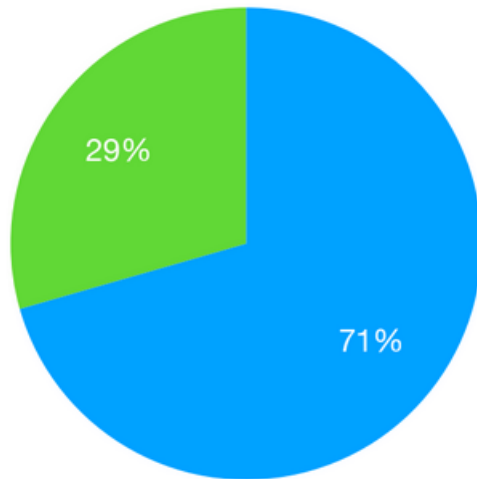
Since October 2022 I have been recording marina usage. Shown below is data from 18-days (October 8-17, 25-31):



During these 18 October days there was an average of 42 boats per day in the marina. The marina was 63% empty. Additionally, there was space for all sizes of boats throughout the marina. In other words, the available space was well distributed with no space issues facing any boat owners

regardless of the size of their boat.

Entering November, the numbers of boats in the Hat marina continues to drop. Here is data from 8 days in November (between the 1st and 9th):



During these 8 November days there was an average of 33 boats per day in the marina. The marina was 71% empty. In other words, it was less than 1/3 full of boats. Ample space for boats of all sizes was available throughout the marina.

In summary, objective data both from last year and this year shows, beyond any doubt, that adding 30 additional days of absentee moorage in the low season would have no negative consequences impacting boat access and space for any Hat Island boat owner.

Once again, on behalf of 107 community members (two additional community members have added their support), I am asking the members of the Board to approve the addition of 30 additional days of absentee moorage during the current low season.

We await the Board's response and thank you for your consideration,

Steve Jefferies
B 27

Discussion: Marina committee has this information and is reviewing.

Dennis and Patricia McLeod

Dear Board & Committee Chairman:

We do not feel that a change in the Moorage Policy is justified to satisfy the needs of a few owners. Our Marina is running \$100,000 plus in the red, and a Policy of this magnitude would put more strain on our limited resources. The efforts of a few to reduce their costs is not fair to the rest of us.

Thank you for all you do to keep us operating economically.

Sincerely,

Dennis and Patricia McLeod
G-43, 44, 45

Barb Conwell

Dan actually answered my question

Erik: Any other discussion

Tom O'Day: For the marina 60-day topic; the way I see that, Steve's boat is going to be there anyway. I don't see an issue with it. If he wants to increase the length to stay from 30- 60 days, I don't see an issue with that. He has already paid for it. If a person needs it, we should allow it. What is the difference if he is gone for 60 days instead of 30.

Barb Conwell: Many years ago, before the marine expansion, we did allow people to leave their boats. The lines broke, jeopardizing leaving your boat here. Lots of damage to our docks in the past due from unattended boats. It is not always noticeable right off. Awhile back someone on the island noticed a boat sitting funny, taking on water, owner was gone. You are supposed to designate someone to check on your boat, but that does not always happen in a timely manner. Things happen.

Karin Conner: I am the Community Governance Committee Chair. On Sept 15 committee submitted documentation on guest guidelines. The next steps are we need Board feedback or action. To get this fully approved and finalized will take quite a bit of time and will require coordination with other committees as well. Need to be reviewed since the middle of September.

Erik: I am your new representative and I may have missed it. Can you send it to me. I will personally work it right away. I will need to coordinate with legal counsel.

Erik: May I have a motion to adjourn

Dan: Motions
Ray: Seconds

Vote:

Erik Smith- President	Yes
Ray Stephanson – VP	Yes
Don Stark- Treasure	Yes
Kelly Dukes- Secretary	Yes
Aimee Caccavale- Trustee	Yes
Dan Jensen- Trustee	Yes
Roelof Burger	Yes

Meeting adjourned at 11:59am

Rules of Conduct

1. This is a meeting of the Board of Trustees, not a community meeting.
2. Community comments are welcome during the Community Input portion of the meeting and/or as called for by the presiding officer. The presiding officer will announce when comments will be heard. Please be patient.
3. Any community member wishing to speak must obtain permission to do so from the presiding officer.
4. Please give your name and lot number before speaking.
5. All remarks must be addressed to the presiding officer.
6. Comments shall be limited to three minutes or less for each person on any given subject.
7. Any derogatory remarks will not be tolerated.