

## **Quiet Water Board of Directors Meeting, March 3, 2012**

### **Approved March 12, 2012**

In Attendance: Wally Orchard, Paul Haley, Ken Aebi, Bob Noble, Greg Scott, Gretchen Armstrong and Mick Rothbart.

### **Meeting Business: 10:00 AM**

#### **1. Financial Report**

Nan Scott was unable to attend this meeting so Greg Scott presented the Financial Report for the month of February. The good news is that we are 75% of the way through the fiscal year and have expended 65% of the budget. We are anticipating being within the budget or below expenditures by the end of the fiscal year. There was discussion of specific budget items including \$7230 that needs to go into the general reserves at the end of the budget cycle. This is in keeping with the reserves plan. The Treasure's report was adopted by vote and will be published on QW website.

#### **2. DRC Report**

The Board decided to implement a process whereby the DRC has regular written communication with the Board. The Board will ask the DRC for a monthly email of requests that have been approved. The Board will also ask the DRC to report on their activity at the annual meeting.

#### **3. Site Manager Contract**

Chad McQuade's contract is coming up for renewal in April. The Board is very pleased with Chad's job performance. Some QW members have been disappointed that Chad is not on site in the winter months. He can be reached by phone but many residents call Wally Orchard when there is a problem on the property. Ideally, if there is a problem in QW, members would call the site manager and not a board member. In order to solve this problem it was suggested that Chad's contract be extended by 100 hours at \$15 per hour so he could take care of the many items that now are taken care of by dedicated volunteers. The Board would like Chad to be on site in the QW office during the winter months on a predicable schedule so that he would be the contact person for problems that arise. A monthly written report will be added to the job responsibilities. Wally Orchard consented to

talk with Chad with the intent to include the new duties in the contract effective April 2012. We will communicate with the members when these changes occur.

#### **4. Landscaping Contract**

This year's contract for the mowing of QW has been finalized. The contractor that has done such a good job the past season will do 9 mowings for \$670 each for a total of \$6030. Any additional mowings would have to be budgeted. Wally proposed to budget \$7500 next year, a little extra, so we will have enough budgeted in case extra mowings are needed.

#### **5. Flooding Damage**

A storm damaged tree near Barbara Schenewark's home will be looked at by a professional arborist. Wally Orchard will make a decision about money spent to save the tree.

#### **6. Recognition Program**

Bob Noble followed up on a plan from the previous Board meeting to develop a recognition program that singles out outstanding volunteers within our community for appreciation. He researched programs used by other groups and proposed a two-part system where the Board requests nominations from members with the name and story of an individual(s) that members would like to see recognized at the annual meeting, and the Board during the course of the year makes other, less formal, appreciative actions. A proposal to approve the program and funding will be presented to the membership at the annual meeting.

#### **7. Parking Lot Pavement Sealing/ Parking Structures**

It was determined by the contractor that did the path paving that the parking areas of LCA 1,2,& 3 are in need of seal coating. Putting this off will only increase the future cost. The seal coating breakdown is as follows:

LCA 1, \$3700

LCA 2, \$1700

LCA 3, \$1600

If seal coating is not done the surfaces will degrade past the point where this is a choice and then repaving is necessary. The cost of repaving is estimated at \$36,000 for all 3 areas. These costs overextend the LCA reserves especially those of LCA1. We would like to avoid repaving until necessary.

Inspection has shown that the some parking structures in the LCAs have dry rot problems. It is most prominent in the LCA2 structures. Bob Noble consented to get bids to fix the dry rot on the parking structures. He will present the results at the next Board meeting.

Greg Scott consented to review the reserve study and he and the Board will organize the information to deal with the possibility of assessment increases as a result of these needs. A meeting with the affected members was discussed.

## **8. River Bank Plan Report**

Paul Haley gave a report on the status of the riparian plan. The Board, as stated in previous minutes, contracted for a professional riparian plan from Walama Restoration of Eugene. Walama delivered the plan in mid February. The Board is pleased with the work that Walama has done and intend to apply for an Oregon Watershed Enhancement Board (OWEB) grant with Walama written into the grant to do the actual restoration work. Walama has a grant writer that will work on our grant. The Board approved Paul Haley to do what is necessary to complete the grant application with Walama. The grant deadline is April 16, 2012. OWEB grants require that the landowners contribute 25% of the grant.

The Board intends to present the plan to the City Council next week. If approved then we can apply for permits to implement parts of the plan that we feel are crucial at this time. This is the most immediate result. The plan also will be used within the grant application.

It is the Board's intent to post the plan on the QW website as soon as an introductory explanation is written. This should be sometime next week.

## **9. Kids Swim Program**

Ken reported on the Yachats Youth and Family Program's Kid Swim program that will happen this summer in the QW pool. Ken Aebi is spearheading the program that will start shortly after July 4<sup>th</sup>. Mary Aebi and Joanne Kittel , both QW members, will be the primary swim instructors. They have procured insurance for the program and will pay any additional costs that QW may incur such as added chemicals. They intend to run the program for approximately 8 days in the mornings before the pool normally opens.

## **10. Miscellaneous**

Recognition was given to Doug Johnson and Wally Orchard for the work they did on the LCA3 parking lot. They installed small posts with cabin numbers indicating specific parking spaces for specific cabins. This was a solution to a problem brought to the Board's attention by a resident of LCA3.

Wally Orchard noted that energy usage by the new outside energy efficient lighting has been reduced by 50%.

## **11. Next Board Meeting**

The next Board meeting has been scheduled for Saturday, April 7, 2012 at 2:00 PM, at the home of Ken and Mary Aebi.

Meeting adjourned at 12:30 PM

Prepared by Paul Haley, QW Secretary

