

CRCC Board of Directors Meeting Minutes

July 8, 2023 2pm Inspire Church, Marblemount & Zoom

1. **Call to Order:** Meeting called to order by President Pam Robinson at 2:04pm.
2. **Attendance:** Present at Church: Pam Robinson, President; Martin Metz, Vice President; Bill Roehm. Present via Zoom: Michael Rodriguez. Absent: Zac Lamont
Staff: present at Church: Pixie Evans, Site Manager; Tammy Caldwell, Recording Secretary
Members present in person: 17 Zoom: 2
3. Motion by Pam Robinson to accept Michael Rodriguez to the Board of Directors. Second by Martin Metz. All in favor 4-0
4. Motion by Pam Robinson to accept Bill Roehm to the Board of Directors. Second by Martin Metz. All in favor 4-0
 - a. Officer positions/roles will be determined at the next meeting due to Zac absent.

5. REPORTS:

A. Presidents Report, Pam Robinson:

- Pam reported that there are a lot of exciting projects coming up such as bridge replacements and back gate. Over the next few months, they will be coming to an end.
- The board will be operating at normal capacity again. We have made it through some rough spots and now we are ready to work together as a team with all 5 Directors. The goal of this board is to advocate for the membership, to work with the staff to give the members the best park possible.
- A new issue that we need a committee of volunteers to help with is Short Term Rentals. We will need to know who is renting in case of emergencies, and will be creating guidelines for them. Send comments to the board and if you are interested in serving on the committee. We are limited by some of the laws when it comes to STR but we want member input
- Mission Statement: Pam Robinson read the proposed Mission Statement. Pam Robinson motioned to adopt Mission Statement #1. Second by Bill Roehm. All in favor. 4-0.
 - The CRCC Mission Statement is:

It is the mission of the Cascade River Community Club

Board of Directors along with park members to

work in the best interest of the membership to

facilitate a park community that provides

Peace, Goodness, and Joy for all of the membership.

The board will make decisions in a financially responsible way

while considering the public safety and

long term sustainable goals for the park.

Volunteers and committees are encouraged and will be recognized by the board for their contribution.

- **New Board Member: Michael Rodriguez-** Michael thanked everyone for electing him onto the board, he is aware of the concerns with the increase in assessments, in agreement with Don Skakie. The board is all in agreement with working together to meet the expectations of the membership. He's dedicated to less talking and more action.
- **New Board Member: Bill Roehm-** Bill Stated that he has no agenda coming onto the board, only to see the Park function properly. He is fine with leaving the past in the past. Goal is for the board to work with the staff, avoid contention, fresh start, and look forward to input from park residents. He invited members to stop by and share their ideas and input.
- **Office Computers** are not compatible with the business programs we are putting in place for improved security, board transitions, and running a business. The plan is to purchase new office computers that will run Microsoft 365 efficiently, allowing staff to do their jobs effectively. The current office computer will be retained for meetings and the manager computer will be sold. The budget is \$1,500 plus the sale of the manager laptop. Pam Robinson motioned to purchase 2 new laptops using budget line 5110. Second by Martin Metz. All in favor 4-0
- **Truck Canopy.** The current canopy is junk. The new truck will need one for protecting tools. We found a used canopy on Craigslist that we would like to purchase for the new truck for \$1,500. Pam moved to purchase the canopy for \$1,500. Second by Bill Roehm. Michael Rodriguez abstained because he was unaware of the details. 3 in favor
- Ice Sales. Complaints received about the noise of the generators and dogs barking. The signs have been removed.
- Pam spoke about members policing themselves. If a letter gets sent, the Board will follow through with a fine.
 - Marty Parker asked about quads riding late, being loud. Pam said that if you are riding from point a to point b its transportation. If you are riding around, revving your engine, being a jerk you will get a letter. If you continue, you will get a fine.
 - Mir Agol suggested that the park lower the speed limit to 10 MPH.
 - Kim Frazier suggested the park enforce the law that requires anyone driving a quad be 16 years old with a valid driver's license.
 - Discussion involved STR being the cause of nuisance quad riding. Pixie Evans pointed out that it is members who need to follow the rules.
 - Michael Rodriguez stated that the rules should apply to everyone- members, guests, renters alike.

B. Staff Report by Site Manager Pixie Evans:

- Bridges met with Johnny Janicki. The bridges are built, Janicki is working with Beth from WDFW who will give the final for the HPA permit.
- Met with Brad Ferris, our Water specialist. Working on connecting the 3rd well. He made sure we were testing correctly. Spoke to him about water lines on Cascade

- River Rd. looking into connecting the mainline that was damaged from a slide to avoid building an additional pressure shed. This is to be able to provide water to lots 209, 210, 211, and 212. These lots and others will need a pressure boost so connecting the damaged line will allow the existing Pressure shed to be used
- We learned that we are eligible for a grant of \$78,000 for having employees during covid but taxes need to be caught up to apply. Working with Jessica to have the current tax accountant do the back taxes.
 - John B added 2 meters in division 2
 - We are cleaning up the maintenance shop, and getting ready to implement an inventory system.
 - We added Microsoft in order to have a secure professional business system in our office.
 - We added signs for one car at a time on Bernhard Bridge
 - We spoke to the Sheriff about security concerns. Officer is willing to come to a meeting. Told us to have Private Property, No Trespassing signs at each gate Then anyone not invited can be arrested.
 - John M worked with a teen that needed community service.
 - We are putting reflective tape on the hydrants, because at night being painted red, they are hard to see. We are also making sure there are no weeds around them and adding wood chips to prevent growth of weeds.
 - John B. is working with Stew Everest to fabricate baskets for the water trailer
 - Tammy is a constant on making sure vendors have codes, key cards for members and processing Lot Mods
 - John M has made sure the roads and sides of roads are neat and trimmed.
 - John B and John M are taking care of dangerous trees and leaving wood for the members to use as firewood.
 - I am working on communication between staff on work schedule and getting these major projects off the ground with bi- weekly staff meetings. Those minutes go to the board. So the board is involved in what we are doing on premise. Then it communicates what we need to do the work. Or if there are approvals needed. And if we have security or other problems. They know about it. If the board doesn't attend the project meeting ex bridge. Then they have the information from the meeting.
 - I have created job descriptions for Tammy and I, they are posted on Town Square.
 - I do security rounds in addition to the caretakers doing their rounds.
 - Meeting with members about complaints they have and documenting events.
 - Working with John B on the truck purchase
 - Pixie shared her contact: Manager@cascaderiverpark.com (360) 661-9874
- Marty Parker asked why the financials are from April when it's July?

- Paul Tews asked if the STR Committee will be a board or member run committee?
 - Pam Robinson stated it would be both, she is on it.
 - Pam asked Paul if there is anything that his committee needs. He said yes, the June actuals for the budget.
- Anne Murphy asked if Pixie will always give the staff reports instead of the caretaker?
 - Pam Robinson answered yes unless members really want the staff to do them.
- Michael Rodriguez stated that he thinks it is important for the board members to be knowledgeable in the financials so they will be working on that.
 - RE the Management Company, the contract states that we need to let them know 6 months ahead of time if we do not want to renew. There are options to consider, getting a new company, hiring an accountant and other services. There is a committee to help determine the best plan. We spend a lot of money on Management and no longer have a staff shortage.
 - The biggest issue right now is the Short Term Rentals
- Bill Roehm: The volunteer Coordinator is not feeling well today so he went over a couple things quickly.
 - Kim Frazier wants to work on building trails
 - Aimee Sissom spoke about the status of the Newsletter. Aimee said she would edit if articles are sent to her.
 - Mir Agol stressed the importance of keeping track of volunteer hours. Forms are available in the office or from Kathy Roehm.
 - VERT Meeting in front of the shop on the 15th
 - Labor Day Picnic, Don is still chairing it. Plan is to have fish this year.
 - Drum Circle again tonight. We hear wonderful things about it. Mir wants to add dancing after. He will send out info.
- Pam Robinson said that if anyone has ideas or suggestions, please reach out.
- Anne Murphy asked who was taking the minutes?
 - Tammy is.
- Aimee suggested having a form available at the meeting so that members can fill it out and give it to the board . Pam sayid that is a great idea and will try to implement it for the next meeting.
- Adjourn Meeting: Pam Robinson motioned to adjourn the meeting at 3:05 PM

**Next meeting is August 12, 2023 at 2pm
 Attend in person at Inspire Church, Marblemount WA
 Or Zoom**