

## Minutes

### Carlyon Beach Homeowners Association

#### Regular Board Meeting April 23, 2019

**Attending Board Members:** Margaret DesRochers, Lisa Krupp, Sandi Allen, Dick Morton, Lars Swartling

I. Call to order – Margaret DesRochers – 7 pm

II. Flag Salute – Margaret DesRochers

III. Member Comments

A member reported a drainage issue on Lookout needs attention. Another member reported a derelict boat on Windward. The downward flow from Lookout – Crestridge – Mariner was reported compromised by tears in the plastic sheeting that shunts water down the hill to the sound. With the tears, water was being absorbed by the ground rather than flowing off the hillside. Another member requested everyone to be careful spraying around bio-swales, as that gets washed directly into the sound, where it harms sea life. It was also mentioned that professional yard service people using the chemical sprays must be licensed by the State of Washington.

IV. Approval of the March 26, 2019 board meeting minutes.

**Sandi moved to accept the minutes from the March 26 meeting. Dick seconded. Passed 5-0**

V. Treasurer's Report – Lisa Krupp stated that expenses are in line with the budget for the year to date and presented her report. See attached report.

VI. Committee Reports

a. Maintenance Report – no report at this time

b. President's Report – The first summer help worker has been hired and the bio-swales are getting attention. A letter was sent to the Landslide Manager in Thurston County stating we had been informed about the county's visit to a homeowner with potential slide movement in their home, requesting we be kept apprised of their findings.

- c. Roads and Stormwater – no report at this time
- d. Water and Wastewater – Dick reported that all was well with the Water and Waste Water.
- e. Marina – Sandi reported status on the marina repair/replacement plan, which is with the Department of Natural Resources as the first step in approval. She had been notified by our focal of a delay due to the stewardship specialist reviewing the plan needing some sudden family leave. A note had been sent to our focal for an updated timeline which had not yet been given.
- f. Architecture – Dave Malaspino reported they have many lots in active building with permits, so they've been quite busy. Some people have moved in without getting the occupancy permit from CBHA, so the enforcement letters will need to be sent out.
- g. Parks & Recreation – Lars reported he has a bit more time now, so will get with Sandi to finalize a signage order, for the Parks & Launch area.

## VII. New Business

- a. Approve Ballot Committee – Marcia Rugg, Chair with Colleen Weston, John & Nancy Eller, Illona Munsen  
**Lisa moved to approve the ballot committee for the June, 2019 election. Lars seconded. Passed 5-0**
- b. Reserve Study – Lisa discussed the draft of the Reserve Study  
**Lisa moved to approve the draft of the 2019 Reserve Study. Sandi seconded. Passed 4-1, Dick against**
- c. 2019 – 2020 Budget – Lisa discussed the proposed Operating Budget and the proposed Capital Budget.  
**Lisa moved to approve the proposed Operating Budget for 2019 – 2020 to be put before the members for a vote. Lars seconded. Passed 4-1, Dick against**  
  
**Lisa moved to approve the proposed Capital Budget for 2019 – 2020 to be put before the members for a vote. Dick seconded. Passed 5-0**
- d. Stormwater Drainage Problem on Island Drive – Dick reported he is working on a just-in-time replacement of a small section of drainpipe, which is still functioning, but reaching end-of -life. He has more to do before work begins, but it shouldn't take much longer.

- e. Approve By-Law Changes for Annual Meeting Packet  
**Lisa moved to approve the proposed By-Law changes and comments as presented to be put before the members for a vote. Lars seconded. Passed 5-0**

VIII. Unfinished Business

- a. New Audit Firm Search – Lisa  
Audit Firm talks continue, waiting for more bids.
- b. Outfall WWTP Repair & Dive Quote – Margaret  
Dive Inspection has been delayed as we look for a different company to perform the work. There will be a Diver change due to Dave's Dive being no longer available. Bill Fox is submitting a bid. This work will require an HPA. Sandi volunteered to submit it, using the last one as a guide, if available.
- c. Manager Search Committee – Sandi  
Resumes are coming in, and the committee will be interviewing when there are a good number of candidates to choose from. The applicants are thin on experience so we are going to expand the search.
- d. Clubhouse Repair – Margaret  
Members with building experience have gone over the section of the clubhouse and suggest a core sample from the 2 posts, as the termite damage appears to only be on the top inch or so of the 12" x 12" posts.

IX. **Lisa moved and Lars seconded to adjourn to executive session at 8:20 pm. Passed 5-0**  
(Lisa moved and Dick seconded to return to open session at 9:34 pm. Passed 4-0)

X. **Dick moved and Lisa seconded to adjourn the meeting at 9:35 pm. Passed 4-0**

Respectfully submitted by:



Sandi Allen

CBHA Secretary