

**Glen Isle Improvement Association
Board of Directors Meeting Minutes
August 18, 2015**

Date: August 18, 2015

Time: 7:05 p.m.

Location: Glen Isle Clubhouse

Meeting called to order by Michael Wagener

Attending: Christina Feindt, Barbara Anderson, Anne Redmiles, Mike Wagener, Yvonne Jenkins
Martha Waltman, Sam Liff, Stephanie Hutchins, Mike Risher

Absent: Tim Keating, Chuck Malcomson, Jack Thibodeau, Ben Borchelt

Reading of the Minutes:

The minutes of the July 21, 2015 meeting of the Board of Directors were read. Motion made to approve with corrections by Mike Risher, Sam Liff seconds. **Approved.**

Treasurer Report: Yvonne Jenkins reports

Capital Reserve Fund: \$17,232.02

GIIA Checking: \$15,516.54

Safe Harbor Savings: \$55,549.82

Total Checking/Savings: \$88,208.38

Accts. Receivable: \$3,200.00

Total Current Assets: \$91,408.38

Documents were submitted.

Treasurer notes:

Ramp Fees brought in an estimated \$200 so far.

Expenses include security for July 4th and 2 Mosquito Joe treatments at playground

Total \$3,434.64 in expenses.

There are about 8 outstanding covenants this year.

Insurance premium are coming in summer for expenses.

Net purchase also still to come as expense.

There was no extra garbage pick up on July 4. Clarified by Sam.

A motion is made to accept the Treasurer's Report by Sam Liff, Mike Risher seconds. **Approved.**

Committee Reports:

Playground:

- Nothing to report

Piers: Barbara Anderson reports

- No answer on finger pier yet.
- Got a few more ramp fees, not many. Still no box. Sam says he has the new box.
- Gate issues seem better, it is not left unlocked often.
- More communication, things seem better.
- 46 estimated total slipholders and ramp keys
- Residents with a boat have moved, but paid for the season, so they will take it out when the season is done.
- Shower in beach area issue. Seems to be sticking. We may need a new part. Or, maybe a showerhead that can handle misuse better. Maybe a turn knob rather than a pull chain. Foot pedals also suggested.

Beach: Ben Borchelt absent

- Martha notes that the Dog sign at the beach is gone. People are not always controlling their dogs. Dogs should be on a leash. Sign should remind residents of county law, and perhaps other reminders are needed.
- Garbage was found stuffed into the pet waste bag box at the beach.
- Martha and Barbara drafted a sign to place on cars without a sticker
Discussion about putting a warning notice on cars before anyone is towed.
Current procedure is that BOD members can call for towing services.
Martha cites an example of an Annapolis Landing warning and quick notice.

Towing often can create a bigger issue. If they don't want a sticker, residents should use their guest pass.

Additionally, a note on the dashboard with name and phone # would be a courtesy if you're with an owner.

- Signs –We need to address key messages and limit the amount of information overload.
Idea is offered of one sign with top rules listed vs. many individual signs

Clubhouse:

- Smoke alarm battery was replaced by David Smith.
- There is no new information on the moisture and leak in basement.
- Recent volunteer work was completed by a local teen who had a community service requirement to fill.
Glen Isle netted 8 hours of labor. We might think about seeking more service time with an organized project.
- Recent outdoor maintenance includes vine removal, overgrowth, etc. Also done at the beach by canoe rack.
- Jack had an A/C person come in to look at the clubhouse and will offer an idea of expense.
The Board can discuss it further after recommendations come in. Other bids will be sought.
It is noted that the county regulates cooling requirements for public buildings.
- The idea of the combination locks for clubhouse doors is offered. GILA will look into the cost and options.

Roads and Paths: Tim Keating absent

- Mike W – We are still working with groups that offer grants. All seem to support what Glen Isle wants to do with Walnut path.

It is a process to get a grant. So, we are still pursuing.

3 different engineering ideas all with varying costs. No one design has yet been finalized.

- Mike Risher has signs for the path ready to install. Will be done soon.

OLD BUSINESS:

- **Community Directory** - Advertising is being sold. Tentative deadlines have been set.
Resident listings are being confirmed. Christina is assembling all content.
The Rankins are the printer of choice. Sam is ironing out details with them.

- **Newsletter** – A current edition is needed soon.

- Resident questions who is responsible for the “No Parking” painting by a hydrant on Poplar Drive.
It was noted that the county had said they handle this. Mike W. will look into it.

NEW BUSINESS:

- **Blue Heron Development and concerns**

Martha got a response from the county concerning standing water within the Blue Heron development.

The verdict is that it's a good system, but not draining properly. It is being pursued with the contractor by the county.

Mosquito trouble being monitored also. Martha will keep pursuing information.

The Board discusses plats and road egress onto Glen Isle Rd. Mike Wagener has approached the county about integrating road widening or walking path into current roadwork planning. A civil engineer thought it a good idea, but the subject stopped there. The challenge is expense. We have to ask the county to help. Nothing specific is planned, just an idea of a mulch or gravel path. Bicycle lanes added to the road perhaps. Mike will renew his pursuit of information.

- **Clubhouse maintenance and oversight issues discussed**

BOD will accept the GILA suggestion of more help. The Board requests the names and phone numbers of who is doing oversight. And would like a monthly reservation update or list.

Clubhouse check in/check out process should utilize the existing checklists.

Call Bonnie or Sam if there is trouble with anything at the clubhouse.

- **Clubhouse kitchen renovation discussed**

Glen Isle Ladies Auxiliary has a committee in place and is currently gathering design and bid information.

Glen Isle Board will offer ideas on budget and dates and would like a representative on the committee.

- **Septic report**

Barbara says the 5 year maintenance contract for the Clubhouse septic system is expiring soon.

Cost is \$187 per year, and it doesn't include pump-outs.

Overall, the septic system is doing well, and doesn't require a pump-out this year.

We do need a service contract to maintain the system and meet county requirements.

It is noted that a sign should be posted in the Ladies restroom about septic precautions.

- There is a cracked well cap in the grassy area outside of the clubhouse.

To prevent similar damage in the future, it should be covered or protected with plantings, outdoor items, or something similar. Mike Risher has reflective poles for now.

- **Capitalization Improvement Items**

Barbara Anderson presents a 25 year plan that was completed some time ago by a resident.

The plan included nearly \$400,000 in capital expense projections.

We should use this as a guideline moving forward to provide estimates for future capital expenses.

“The Board has a fiduciary duty to maintain long term planning.”

Fees and assessments may be impacted by capital expenditures.

Yvonne will chair the Finance Committee that begins the process. Stephanie Hutchins volunteers to assist.

- **Ballot and Board Appointments**

The ballot for the Sept., 2015 election has been mailed.

There is now a vacant seat that needs filling as well.

The Board will hold its appointment until the September meeting.

- **Procedural review**

Stephanie Hutchins notes that many policies, procedures and rules may have been impacted by recent bylaw adjustments. The Board should review procedures closely to “govern wholly and consistently.”

Perhaps a Board committee is needed to review, Barbara Anderson agrees.

It is discussed that with new Board members joining next month, this item should be set for the October agenda for the Board. All Board members should bring their copy of bylaws and community rules and prepare by reviewing.

Motion to adjourn is made by Martha Waltman, Mike Risher seconds.

The meeting was adjourned at 9:02 p.m.

Submitted by Christina Feindt, Recording Secretary