

Salishan Hills Owners Association
Minutes for Board Meeting of November 15, 2019

PRESENT: Terri Parker, President, David Bigelow, Treasurer; Teresa Baron, Manager/Board Member; Beau Horn, Board Member, Jon Townsend, Board Member, Jeff Wiseman, Island President; Adele Cooke, Secretary/Bookkeeper. Absent: Chuck Feist, Vice President

GUESTS: Richard Krolak, Marylouise & Bob Malte, Jim Wiggins

Board met in executive session to discuss personnel matters at 3:30 pm.

President Terri Parker called the regular meeting to order at 4:12 pm. Quorum was present.

Townsend moved; Baron seconded to approve as written the minutes of September 27, 2019. Motion passed unanimously.

PRESIDENT'S REPORT – Legal opinion was sought to determine SHOA's authority regarding tree removal requests. Next step is to implement the process based on the attorney's input. Goal for 2020 is to find new volunteers to help supplement committees.

MANAGER'S REPORT

- Asphaltting completed. Work unsatisfactory so payment being withheld.
- Buena Vista completed forest management work with removal of 9 trees.
- Tract B tree work will begin the week of December 2.
- Drains cleaned; more drain work will begin next week.
- Townsend moved; Horn seconded to send out 57 landscape maintenance letters. Motion passed unanimously.

TREASURER'S REPORT

- Several items are close or over budget – accounting, legal, entry, drainage. Road work to date is under budget.

UNFINISHED BUSINESS

None

NEW BUSINESS

- **Personnel** – Executive session reviewed contracts and performance of Adele Cooke & Teresa Baron. Horn moved; Townsend seconded to give Secretary/Bookkeeper a 3% cost of living increase to base salary beginning in December 2019 and a \$500 bonus for work on audit. Timesheet to be kept to review hours spent on positions. Motion passed unanimously.

Horn moved; Townsend seconded to give Manager a 3% cost of living increase on her salary when adjusted for the 5% increase to her base salary beginning December 2019 and a 5% base salary increase in December 2020. In addition a \$5,000 bonus will be paid for savings on road project. Motion passed unanimously.

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- **Banking Changes** – No recommendations for a new bank for reserves yet.
- **Collection Costs** – Table for January meeting. Look into other options with other firms.

Comments – Island condos are doing work on circle drive in order to make room for fire trucks and trash vehicles. They are unhappy with the recent paving work.

Townsend moved; Baron seconded adjourning meeting at 5:37 pm.

Next meeting is January 17 @ 4 pm.

Respectively submitted, Adele Cooke, Secretary