

Shangri-La Shores Board Meeting Minutes
July 20, 2017
Ryan's House, Coupeville

Present: Duane, Brian, Rob, Lois, Lyle, Dave Absent: Kim Guest: Ron

9:01 Rob called meeting to order

- **Secretary report** – Add Joe Walck to the records retention committee with Bill and Penny McDonald and Lois Craig.
- **Treasurer report**
 - 2018 Budget process & timing – Budget approved at the general meeting in June. Will begin looking at the 2019 budget.
 - Past due billing status – very few outstanding invoices..
 - Long Term Reserve Study – no action needed. Study is available on request.
 - Treasurer transition – determined a plan for Brian Pulk to become authorized as the new treasurer
 - Lyle moved that Brian's signature replace Les's signature on our bank statements, while the remaining signatures stay the same. Dave second. All approved.
 - Peer Review Committee – Very limited response from the community for a formal audit. Examinations by Lyle (as acting treasurer) and Brian (as incoming treasurer) reported documents are current and complete. All agreed that the current examination will suffice and no further action is needed at this time.
 - Brian recommended moving the SLS PO Box from Greenbank to Coupeville for ease of access. All agreed.
 - Brian is moving to a paperless invoices with Whidbey bank. All board members should have access to the documents.
 - King Water is sending PDFs of their invoices.
- **Water system report**
 - King Water continues to photocopy the invoices for us to retain in our records
 - Water System Policy and Seawater Mitigation Plan – place for signature and dates at the end. Approval date is the 4/30/2017 annual meeting. Execution date is this board meeting. Brian moved that we approve the water service policy, rate changes, and mitigation plan. Lyle seconded motion. All approved.
 - Duane and Lois attended the Whidbey Island Water System Association meeting to share ideas and information with other water associations.
 - Water usage and billing - no member exceeded the second quarter basic allotment.
 - Navy OLF PFOA & PFOS well testing – nothing new as our tests were negative, no contamination..
 - Waiting to hear from the county on their measurement of our well's surface water elevation to evaluate the risk of saltwater intrusion.
 - Second well study – no additional action needed pending additional information on the current well.
- **Dock report**
 - Wear on ramp hinge mechanism – will evaluate more closely when float is pulled in this fall. Ron suggest adding a chain or cable to secure the ramp should the hinge fail.
- **Common Area update**

- o Picnic area erosion – volunteer work party repaired the picnic area with gravel and cement to reinforce the bulkhead. Dug down below erosion and filled in gaps with concrete and rocks. They also spread additional gravel on the the trails. Thanks to the Roberts and Nolans for their work.
- o New plastic chairs are in place.
- o Change of grounds maintenance provider – had some communication issues with the owner, but now have identified an effective contact with the same vendor, so we will continue their services.
- **New/Old business**
 - o Fireworks – SLS had established that legal fireworks are allowed on community property only on the 4th, but were still being set off on the 5th. Agreed that we would post reminder on sandwich boards in the picnic area before next year’s 4th. The county allows legal fireworks on the 3rd, 4th, and 5th.
 - o Chestnut tree pruning – discussed and determined no action at this time.
 - o Records retention guidelines and storage - In process of defining the policies that guide what records to retain and the storage method. Once policies are established, a committee will begin sorting, categorizing and determining the best platform for record storage.
 - o SLS Operations Manual – Still in process. Les has given Brian information that will be sent to Kim. A few more loose ends need to be gathered, before it is a working document.
 - o Little Free Library at park – Initial steps started – the committee will meet for the next steps.
 - o Pig Roast Event – Reminder for all members and guest using the common areas to balance the group’s activities with the needs of a family oriented community. Responsibility of self-managing behaviors is part of freedom of using the community common area.
 - Suggest reviewing the signup process, the rules and expectations for using the picnic area after signing up, and the impact on the community. Ron Roberts will keep a common calendar and remind people that signing up does not give exclusive rights for that group – it will still be available for the community.
 - o Discussed the possibility of Ryan’s House being a backup for our board meetings if the fire house is not available.
- Adjoined at 10:30.