Channel Island Marina Association (CIMA)

Board Meeting Minutes

Date: June 30, 2026
Time: Meeting called to order at 6:35 PM; Adjourned 8:01 PM PST
Location: CIMA Board Room (above the gym)
Meeting Type: Board Meeting
President: Bill Nicholson
Secretary: Nate Hines
Treasurer: Dana Jacobs

Attendance
Board members present included Bill Nicholson, Dana Jacobs, Nate Hines.
A quorum of the Board was present.
Community members Karl Keener, Doyle Miller, Erica Aeby, Nancy Wilder, Phil Papworth, Mark Crawford, Paige Stoyer, Dave Dunbar, Susie Hasty, Katie Schnell, and Liz Christie also attended.
The Board noted that attendance at this meeting was higher than typical and reflected strong community engagement.

Call to Order
The Board Meeting of the Channel Island Marina Association was called to order at 6:35 PM by Bill Nicholson, President.

Welcome and Opening Remarks
Bill Nicholson welcomed attendees to the meeting and acknowledged the strong turnout.
Bill thanked the volunteers who spread bark chips and improved the landscaping.
Bill also thanked the social committee for organizing a recent happy hour with strong participation.
Nate Hines noted that the meeting was being recorded for purposes of preparing the minutes and that the recording would be deleted after notes were finalized.

Approval of Prior Meeting Minutes
The first order of business was approval of the March 2026 meeting minutes.
A motion was made by Dana Jacobs to approve the minutes. The motion was seconded by Nate Hines.
The minutes were approved by voice vote with no modifications requested.

Treasurer's Report

Dana Jacobs, Treasurer, presented the financial report for the month.
She reported a checking account balance of $19,495.38, a reserve account balance of $64,581.83, and a security deposit account balance of $5,164.79, for total Association funds of $89,242.00
Dana noted that there were no unusual expenditures during the period and that expenses were limited to normal monthly costs and reimbursements.
The Board thanked Denise Dean for preparing the report.

Committee Reports

Architectural Review
Nancy Wilder reported that the annual walk-around identified only minor issues, including lights out on the dock and small maintenance concerns.
She noted that most items were either completed or in progress.
The Board thanked Nancy for her continued diligence in completing the annual review.

Maintenance
Katie Schnell reported that the front gate requires grinding and repainting due to rust.
She noted minor dry rot at the base of the building siding and unresolved work near the gazebo that may require a different approach.
Discussion followed regarding the location and use of the main water shutoff.
Members noted that knowledge of the shutoff is limited and should be better documented.
The Board discussed documenting procedures and potentially creating a short onboarding resource.
There was also discussion of the importance of restoring water service promptly to the boat slip area after shutdowns for winterization.

Landscaping
Dana Jacobs reported on the successful completion of the bark chip project, with some materials remaining.
Two trees were identified for removal, including one damaged by a beaver and one potentially affected by disease.
The Board discussed obtaining estimates for removal.

It was noted that irrigation efforts have been effective, and landscaping conditions are strong overall.
The Board also confirmed that the landscape contractor did not increase rates this year.

Emergency Preparedness
Liz Christie reported on the Linnton Resiliency Fair and emphasized the importance of community coordination during emergencies.
She highlighted recommendations including resource sharing, improved communication, and preparedness awareness.
The Board discussed the potential for a shared resource inventory and providing materials through the Association website.

Security and Access
Nate Hines reported that the Swiftlane entry gate system has been renewed for another year.
He explained that Amazon delivery issues are often related to temporary “flex” drivers unfamiliar with the property.
He recommended selecting delivery windows aligned with availability to respond to driver requests for access.
He reported improved coordination with OnTrac (Chewy delivery contractor) and issuance of an access code.
The Board discussed extending vendor access codes for another year.
The Board noted that no recent break-ins have been reported.

Green Team
An update from Kris Hines noted efforts to develop improved recycling signage to reduce contamination in the recycling bins.

Reserve Planning
Bill Nicholson reported that the Reserve Committee continues to update planning models for future needs.
He noted that current annual contributions of $40,000 appear sufficient for the foreseeable future, although allocation between groups may shift.
A call for a motion to formally appoint Ted Conrad to the Reserve Committee was requested by Bill Nicholson. The motion was raised by Nate Hines and seconded by Dana Jacobs and the motion was approved.
The Board discussed future projects including asphalt sealing and dock maintenance.
It was noted that asphalt work may exceed $25,000 based on prior projects.

The Board also discussed dock sealing considerations and long-term maintenance planning.

Old Business

Boat Wake / Signage / Buoy Discussion

The Board continued discussion regarding wake-related impacts and mitigation efforts.
Members noted limitations on signage due to Marine Board regulations and questioned overall effectiveness.
Buoys were discussed as a potentially more effective option but present challenges including cost, insurance requirements, and interference with barge traffic.
The Board noted that many boaters do not understand the 200-foot rule.
Discussion included outreach, education, and engagement with regulators and boating groups.
Paige Stoyer offered to assist with communication and coordination with the Marine Board, with Nate Hines partnering to investigate insurance and buoy costs.
The Board agreed to continue researching buoy feasibility and education efforts.

New Business

Propane Meter Replacement

The Board discussed upcoming replacement of propane meters by the service provider at no cost to the Association.
The work is scheduled for July 24 and will require temporary interruption of service.
Propane NW will be onsite that day to relight pilot lights, and residents should plan accordingly to identify which appliances have pilot lights.
The Board discussed advance communication, particularly for residents who may be out of town.

Boat Slip Lease Process

Nate Hines proposed simplifying the lease approval process by moving forms online.
The goal is to reduce manual steps and improve efficiency.
The Board confirmed that required insurance standards will remain unchanged.

Boat Slip Electrical Metering

The Board discussed a proposal to replace existing electrical meters with a centralized system at an estimated cost of approximately $6,000.
The system would improve reliability and eliminate manual meter readings while maintaining per-slip metering.
Discussion included cost sharing, reserve funding, and long-term fairness considerations.
It was noted that 19 of the 20 existing meters remain functional and one slip is currently on a flat-rate basis at approximately $15 per month.
The Board discussed continuing the current approach while evaluating alternatives.
Additional lower-cost options were also considered to be worth exploring.
No action was taken, and further research will continue.

Water Usage

Dana Jacobs raised concerns about water waste from drip irrigation systems.
She encouraged residents to review systems for excess runoff by listening for ongoing dripping from plants into the river after the system has turned off.
Nate Hines also described an alternative approach using small solar-powered pumps drawing from the river that can be purchased for under $30 from Amazon.
The Board agreed to include a reminder encouraging conservation.

Annual BBQ

The Board discussed plans for the annual BBQ scheduled for July 26 at 4:00 PM.
The event will follow a potluck format.
Residents and boat slip owners will be invited.
The Board discussed coordination of contributions and noted that it typically funds the main food items.

Business from the Floor

No additional formal business was raised.
The Board expressed appreciation for the strong attendance and engagement.

Board Meeting Schedule

The Board confirmed the next meeting date of September 29, 2026.

Upcoming Social Events
Potluck July 26, 4PM, CIMA Yard
Happy Hour August 13, 5PM, CIMA Yard
Happy Hour September 10, 5PM, CIMA Yard
Holiday Decorating November TBD
Progressive Dinner December 6
Christmas Ships Parade December 13

Adjournment
There being no further business, President Bill Nicholson adjourned the meeting at 8:01 PM.