

## Minutes

### Channel Island Marina Association Annual Meeting

March 10, 2021

1. Call to Order/Welcome

CIMA president Susie Hasty called the meeting to order at 6:33pm. She thanked the attendees for joining.

2. CIMA Board Secretary, Dave Bartz, conducted roll call. Attending Members were: Dave Dunbar, Susie Hasty, Katie Schnell, Bill and Kathy Nicholson, Christy and Bob Trotter, Carrie and Dutch Yerton, Joelle Waddle, Kara Puidoka, Dave and Sue Bartz, Norm Ellis, Bill Danner, Lorraine Satchel, Sandy Anderson (via Proxy), Nancy Wilder (via Proxy), Denise and Larry Bekkedahl, Dana Jacobs, Karin Jacobs, David Turner (via Proxy), Linda and Brian Jarvis, Jordan Gold, Barrett Coughlan (via Proxy). Wayne McGee was a welcomed guest as a boat slip lessee. Denise Dean, Balance It Accounting, also attended.

The meeting was held via Zoom call due to continuing government edicts and the health risks posed by the COVID-19 pandemic. The meeting was held after more than 30 days written notice to all members.

3. Dave Bartz reviewed the minutes of the 2020 Annual meeting (held on July 26, 2020 (delayed due government and health prohibitions on gatherings).

4. Hasty delivered a "State of the Marina" report. Topics included:

The recent passing of longtime Member, Richard Wagner

The departure from the Marina of Members Peck and Londahl (from their home; still owners of slip 16) and the return of DT (David Turner) and the arrival of the Yertons (Carrie, Dutch, Paige and Mia).

Thanking all for participating in the "acknowledgement" celebration (with banging of pots, pans, bells and the like, plus a "wave") of essential workers critical to our communities getting through the pandemic

Much great work by many on the physical appearance of the Marina; much overgrowth removed from behind the garage increasing our defenses against fire and trespassers; replacement efforts for the cottonwoods

removed from near the downriver parking area, including MEANINGFUL DONATIONS of trees by Joelle Waddle, Bob and Christy Trotter, Bill and Kathy Nicholson and Dana Jacobs and Liz Christie, snow removal by many folks from public spaces and homes during the recent 2021 “Snowmageddon” and Bob Trotter’s work on the Marina’s shed behind the garages.

Painting of the ramps

Replacement of sections of the standpipe

Floating walkways improved

Nancy Wilder’s and Sue Bartz’s efforts to organize and label trailers for a more efficient and safer use of the space

We secured a new septic system permit from the state and confirmed good operation of the system

At the Christmas holiday time, we collectively donated many toys for donation as part of the Christmas ships and decorated the Marina, including adding new lights to trees.

Governing documents underwent legal review and all revisions were adopted

Evaluated and countered an offer on the Upland Residence property

Reviewed, re-bid and awarded the landscaping contract

Improved our daily recycling performance, saving us money.

Installed a new USA flag

Replace wash basin spigots and installed a fire extinguisher at propane area

Upcoming work will include spreading more wood chips left behind from cottonwood tree removal, brush clearing in the area between the garages and the trailer lot, addressing carpenter bees in garages and addressing reserve list projects and evaluating when we can host social events such as the BBQ and progressive dinner

5. Denise B reviewed the Treasurer's report as of January 31, 2021. At that date, we had \$75,252.17 in our various bank accounts.
6. Denise D reviewed three financial documents that had previously been emailed to all Members: a. Budget vs Actual, b. Proposed 2021 Budget and c. Proposed 2021 Budget detail. Her review included actual to budgeted performance in 2020 and the 2021 budget in light of 2020 performance. One question was asked and answered. Denise D also reviewed the spreadsheet that supports how the 2021 budget is allocated across the four share classes. No questions were answered. Finally, Dean mentioned that efforts to increase the direct deposit opportunities still cost too much for the tradeoff in convenience. Dean continues to monitor available methods and she invited members to share potential options with her for evaluation.
7. Bartz reviewed the revision and adoption process for the CIMA governing documents. Bartz described the written ballot processed which was concluded with the unanimous approval (with two members not voting) of the proposed revisions to existing Article XII of the By-Laws (now Article VII of the CC&Rs). The governing documents require at least 93% of members approve, a level of 9462 votes and the votes cast totaled 9875 in favor out of a total of 10,175. There were no votes against. The Board expects to distribute new governing documents, in electronic format, to all Members later in the spring of 2021. The Board anticipates one rule change (related to "borrowing" trailer spots in the trailer lot per the Board meeting in August 2020) so the Board will wait for final adoption of that rule (expected at new Board meeting on April 7, 2021).
8. Committee Reports
  - a. ARC, Nancy Wilder submitted a written report that noted that the annual Walk Through exteriors of all floating homes and slips will take place in April or May as directed by Board in coordination with the ARC. The purpose of the walk through is to ensure compliance with the standards prescribed in the governing documents. Wilder also reminded all Members that pursuant to the By-Laws must get approval from the Board via the ARC for, in short, any change (removal, alteration, addition, etc) to the exterior of a floating home which can be seen from the walkways or other public spaces.

- b. Emergency: Liz reports (through Dana ) that no issues needed reporting at moment and Liz expected to report again at the April 2021 Board meeting.
- c. Landscape: Katie is hard at work, almost daily. Volunteers are currently welcome to help spread wood chips. Other activities, which are many, were covered in the State of the Marina above.
- d. Maintenance: Bob Trotter, too, remains hard at work on a regular basis with new projects including brush removal and addressing carpenter bees at the garages. Bob made a request for sources of additional wood chips as our existing supply from the cottonwood and brush projects will not be enough.
- e. Reserve: Bill and Larry discussed four projects that are on the reserve list and will be evaluated this year. It is expected that the evaluation will include work of outside “experts” and that the evaluations will be done in 2021 but the work itself will occur in later years, sooner than later but not in 2021. Those projects are: (i) asphalt paving, primarily the roadway connecting the gazebos; (ii) propane gas line; (iii) maintenance of concrete decks of floating walkways; and, (iv) septic lines from homes to septic system upland.

#### 9. Election of Officer

Pursuant to the new by-laws, one officer is elected each year. This year, the office up for election is Treasurer. Long serving Treasurer, Denise Bekkedahl has asked to step down. Our big THANKS to Denise!!! Yahoo!!!! Applause, kudos and gifts were shared with Denise. The board had not heard from anyone formally seeking the position, but in conducting a search learned that Dave Dunbar, who previously served as Treasurer and is a regular Marina volunteer, is willing to serve as Treasurer. The Board nominated Dave D. Dave D’s election was moved by Norm Ellis, seconded and unanimously approved.

#### 10. From the Floor

##### a. Vote on audit requirement

The new by-laws Article IV contain a new requirement for an annual audit. The requirement comes from an Oregon law for associations with annual spending in excess of \$100,000. CIMA is just over that threshold.

The law also provides that the requirement can be waived by a vote of 60% of the Members. Our by-laws incorporate the waiver provision. The cost of such an audit (a type of formal audit by a public accountant) is approx. \$12,000-\$15,000. The Marina has never had any instance of financial irregularity or money not going to where it is supposed to. The Marina has long had good work from the board, strong administrative and record keeping and expense and income tracking by Denise Dean. Finally, only a limited number of folks can spend Marina funds without Board approval. The Board proposed waiving the requirement for annual audits. In the event an audit is desired, the Members can seek one or the Board can direct one to be performed. Bartz moved that the audit requirement be waived; the motion was seconded (Ellis) and was unanimously approved. All presented voted, "yes".

b. Waterfront Owners Association.

Hasty reviewed some new information from an Association CIMA belongs to; Sue Bartz is our representative, attending monthly meetings which include presentations from law enforcement and relevant state agencies. Membership includes many of the moorages in the area. CIMA members will soon be getting a "one-pager" with a variety of announcements and information. In short at this time, two pieces were mentioned by Hasty: 1. New requirement for permits for ALL non-motorized floating watercraft, 10 feet or longer. One single permit can be used for different craft but the permit must be in your possession. See Or Dept of Fish and Wildlife. Also, details will be included in one-pager mentioned above. Hasty reminded us that CIMA has absorbent boom available fuel and oil leaks.; it is held in the GREEN garbage can which can be found between slip #19 and the boat slip area. It is labeled: SPILL KIT. There are also smaller absorbent pads for small spills/leaks. Lastly, Sue Bartz mentioned that some moorages hold spill response drills and CIMA will keep an eye out for details on how/what to do for such preparation.

c. AED Norm Ellis raised the value of having an AED at the marina. He offered \$500 for such a device. The group expressed much appreciation for Norm's generous offer and Hasty said the Board would evaluate such

- a purchase. (NOTE: since the meeting an anonymous member has offered an additional \$500 for the purchase of an AED; THANKS to this Member and kudos to Norm for raising the issue and stepping up to lead the fundraising. The Board will pursue this purchase).
- d. Dave Satchell (now deceased) and husband of current Member Lorraine Satchell was a valued member of the Reserve Committee and he was acknowledged for his efforts in support of the Reserve Committee's work which is so highly valued by all of the Members. Also, slip owner Phil Papworth was an early contributor to the Reserve Committee's work.
  - e. Dana Jacobs provided kudos to Susie Hasty for her tireless work and strong leadership at CIMA. Jacobs also thanked the Board in general for its ongoing work.

#### 11. Ratification

As has been the practice at previous annual meetings the Board sought from the members ratification of its actions since the last Annual meeting. Kara Puidokas moved to so ratify the Board's actions in the previous year and Ellis (and at least one other member) seconded the motion. The motion was unanimously approved.

Hasty adjourned the meeting shortly before 8pm.

NEXT Board meeting: April 7, 2021 @ 6:30pm

Via Zoom, invite to follow