

**Rainbow Springs Community Club, Inc.**  
**P.O. Box 388 Granite Falls, WA 98252 (360) 691-2683**  
**Board of Directors Meeting Minutes**  
**October 18<sup>th</sup>, 2023**

**Meeting called to order by: Jacob Bruce            at: 6:34 pm**

**Roll Call:** (*Virtual Meeting on Zoom: Recurring Meeting ID #758 7388 5543*)

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|--|---|
| 1. <b>President:</b> Jacob Bruce – Present       | 6. <b>Trustee:</b> Kyle Knobel – Present  |
| 2. <b>Vice President:</b> Marty Schoos - Present | 7. <b>Trustee:</b> Steven Young - Present |
| 3. <b>Secretary:</b> Maelissa Knobel – Present   | 8. <b>Trustee:</b> OPEN – Select Option   |
| 4. <b>Treasurer:</b> Ivy Houghton - Present      | 9. <b>Trustee:</b> OPEN – Select Option   |
| 5. <b>Trustee:</b> Greg Nelson – Present         |   |

**Minutes taken by: Maelissa Knobel**

**Homeowners Present: None**

**Special Requests from Homeowners:** Request to prorate dues based on backlog of lot combination request completed in October. Ivy motions to allow monthly proration of dues for members that bring requests to the board following lot merger approvals as stated on the county website, Marty seconds, all in favor minus Kyle and Maelissa (unable to vote).

**Treasurer report:**

1. Approval of September Financials – provided to board electronically
  - a. Maelissa motions to approve, Greg seconds, all in favor.

**New Business:**

1. Approval of September Meeting Minutes
  - a. Maelissa needs to change Steve to excuse absence – Jake motions to approve, Ivy seconds, all in favor.
2. Discussion on bylaws to clarify new build for vacant lots – increased inquiries
  - a. No action needed at this time; revisit later as needed.

**Ongoing Business:**

1. **Gate:**
  - a. (Jake/Greg) Maintenance recurring discussion
    - i. Jake created a gate maintenance plan for monthly maintenance, will provide to the board and assign tasks during our November meeting.
    - ii. The call box was hit, Jake will look to assess damage.
  - b. (Greg) DVR Software upgrade
    - i. Installation needs to be completed, Jake and Kyle will complete.

## 2. Property Management

- a. (Jake) Gate Remotes
  - i. No action required at this time; inventory is adequate.
- b. (Ivy) Reporting Update
  - i. Late notices were sent to all members past due. We need to connect with McPhersons on a regular schedule moving forward as well as reporting to keep log.
- c. (Ivy) Homeowner welcome baskets
  - i. We have two properties needing delivered. Ivy can create the baskets and place them in the shed for Jake to deliver.
- d. (Ivy) Update on having past unreconcilable accounting corrected
  - i. Ivy will connect with McPhersons to get this taken care of.

## 3. Board Members:

- i. Any updates to potential new members? No updates currently.
- ii. Any upcoming absences for November? Ivy will not be able to attend, excused absence.
- iii. Updating board role descriptions and discussion to distribute to newly interested members to solidify the commitments – define and review, potentially adding a responsibilities list to reallocate more easily – Maelissa will come up with a starting list

## 4. Dam/EAP:

- a. (Jake/Marty) Dam inspection completed
- b. (Jake/Marty) Pump box installed and secured. The actual pumps and strainer system need to be installed, purchase any parts, and get full installation completed. Steven proposes the 29<sup>th</sup> of October, as many people that can attend to meet at the lake park.

## 5. Amenities

- a. (Maelissa) Parking Passes
  - i. October parking passes are late being mailed, Maelissa will be completed by end of week.
- b. (Marty) Light on the shed was replaced by Kyle.
- c. (Kyle) New signage has been purchased and received, needs installed. We will likely need to add a post near the lake for signage.
- d. (Jake) Upcoming Maintenance needing completed – discussion on execution and assignment
  - i. Installation of trash pump pipes – will be completed on 10/29
  - ii. Installation of 2 stop signs – We have the material but need to dig post holes and install. Kyle will look at the post digger to see if he can repair it.
  - iii. Installation of game cameras – Kyle is going to be completed.
  - iv. Clearing out siphon valves – Kyle created a walking path, need to further weed whack.
  - v. Installation of playground equipment – Need to schedule for the spring and ask for volunteers

## 6. Communications and Follow-up

- a. (Maelissa) Email
  - i. All communications are up to date.
- b. (Maelissa) Website
  - i. Need to update consolidated rules and regulations once confirmed changes have been filed with county

- c. (Marty) Calls
  - i. A new member called to update info, Jake or Ivy will call him by end of this week.
- d. (Ivy) Violation letters
  - i. Jake will make an updated list and send it to Ivy to follow up on cut back letters.
- e. (Marty) Emily's draft on borrowing against the community
  - i. (Marty) Draft was completed and provided to board electronically. Jake motions to approve article 5.6 amendment, Greg seconds, all in favor.
- f. (Ivy) Follow up on properties
  - i. (Ivy) Deutsch Bank, no update currently.
- g. (Greg/Marty) Nuisance Rule
  - i. (Ivy) Has not been filed with the county yet.

**Items needing reviewed at a later meeting:**

- Second Gate programmer training
- Emergency access road
- Bus Shelter Installation
- Playground Installation and next steps
- Upgrade the shed to accommodate community items or a community building in track B
- Additional camera installation
- Movie night
- Nov Meeting – add RV illegal living to agenda

**Meeting adjourned by: Jacob Bruce at: 8:03 pm**