

**Rainbow Springs Community Club, Inc.**  
**P.O. Box 388 Granite Falls, WA 98252 (360) 691-2683**  
**Board of Directors Meeting Agenda**  
**September 20<sup>th</sup>, 2023**

**Meeting called to order by: Jacob Bruce at: 6:37 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 - Approved Absence |
| 3. <b>Secretary:</b> Maelissa Knobel – Present   | 8. <b>Trustee:</b> Adam Bogart – Absent            |
| 4. <b>Treasurer:</b> Ivy Houghton - Present      | 9. <b>Trustee:</b> Hagen Tidwell – Absent          |
| 5. <b>Trustee:</b> Greg Nelson – Present         |  |

**Minutes taken by: Maelissa Knobel**

**Homeowners Present: None**

**Special Requests from Homeowners: None**

**Treasurer report:**

1. June Financials Report – Provided to BOD Electronically
  - a. Ivy reviewed and Greg motions to approve, Maelissa seconds, all in favor.
2. July Financials Report – Provided to BOD Electronically
  - a. Ivy reviewed and motions to approve, Greg seconds, all in favor
3. August Financials Report - Provided to BOD Electronically
  - a. Ivy will work with Michelle on other receivables line item to confirm current date/prior amount and then adjust ensure an accurate reflection. Maelissa motions, Greg seconds, all in favor.

**New Business:**

1. Approval of July Meeting Minutes
  - a. Maelissa motions to approve, Ivy seconds, all in favor.

**Ongoing Business:**

1. **Gate:**
  - a. (Jake/Greg) Maintenance recurring discussion
    - i. (Jake/Marty/Kyle) New roller has been installed and completed some regular maintenance.
    - ii. Jake will come up with a gate maintenance plan prior to the next meeting to ensure regular monitoring.

- b. (Greg) DVR Upgrade – Jake ordered adapters that are in the shed and ready for installation, Greg will complete the replacement.

## 2. **Property Management**

- a. (Jake) Gate Remotes
  - i. No action required at this time; inventory is adequate.
- b. (Ivy) Collections Attorney Discussion and review – items sent electronically
  - i. Pause for now – Revisit later
    - 1. We currently have about 7 properties that would need attention.
  - ii. Ivy will research a collection agency to hire and discuss options at the next meeting
- c. (Maelissa) Reporting Update
  - i. Each Board member has access to the following customizable reports in their homeowner portal, this should make retrieving real time data much easier and consistent.
    - 1. Aged Accounts Receivable, Balance Sheet, Bill Detail, Budget, Homeowner Directory (need to ask for addresses to be made available), Prepayment balances, Income statement, and violation details)
  - ii. (Ivy) Discussion on mailing addresses and remediation to update homeowner log

## 3. **Board Members:**

- i. Maelissa, Kyle and Marty communicated they were unable to attend the August Meeting in July – August meeting was cancelled based on low attendance
- ii. Marty motions to remove Adam and Hagen from the board due to excessive unexcused absences, Greg seconds, all in favor.

## 4. **Dam/EAP:**

- a. (Jake/Marty) Dam inspection is in process currently, Marty will own.
- b. Steve, Marty, and Jake completed maintenance in preparation for the fall/winter season.
- c. Kyle, Jake, and Marty will complete maintenance on the pumps

## 5. **Amenities**

- a. (Maelissa) Parking Passes
  - i. July, August, and September mailers have been sent out.
- b. (Marty) Cameras at the shed need installed – complete light replacement as well
- c. Ivy motions to purchase secondary set of playground equipment, Maelissa seconds, all in favor. Jake will schedule time for the installation to happen.
- d. We need to post new signage at the waterfront areas – Kyle will own this

## 6. **Communications and Follow-up**

- a. (Maelissa) Email
  - i. All communications are up to date.

- ii. Response needed for homeowner disputing fine – discussion prior to reply
- b. (Maelissa) Website
  - i. Website is up to date with most current items – Awaiting the updated consolidated view including nuisance and will update
- c. (Marty) Calls
  - i. No action required
- d. (Ivy) Violation letters
  - i. Any updates needed? Status on mailers sent?
- e. (Marty) Emily's draft on borrowing against the community
  - i. (Marty/Greg) Draft was sent, awaiting response
- f. (Ivy) Follow up on properties
  - i. (Ivy) Deutsch Bank action has been completed, awaiting next steps.
- g. (Greg/Marty) Nuisance Rule
  - i. Ivy will file with the county

**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

**Meeting adjourned by: Jacob Bruce at: 8:19 pm**