

**HSIA BOARD MEETING
THE KEY SCHOOL
February 22, 2018**

BOARD MEMBERS PRESENT: Gene Gross, Dave Miles, Teresa Sutherland, Ray Sullivan, Steve Vanderbosch, Robin Eilenberg, Michael Waters (Absent: Mike Penn, Jerry Lichtenberg, Mike Wurst, Marilyn Carpenter)

ADMINISTRATIVE STAFF: Jean Somers, Kelly Ann Pavkov

GUESTS: Willie Basil, Thomas Schwallenberg, Jeri Singleton, Amy Donovan, Brooke George

Gene Gross called the meeting to order at 7:03 pm. Quorum present.

MINUTES: Steve Vanderbosch moved the Board approve the January Board Meeting minutes with changes to the Building Permit Report and contingent on Piers & Harbor report to be approved at March Board meeting. Teresa Sutherland seconded the motion. Vote taken – unanimously approved.

POOL: Brooke George requested approval to purchase new pool furniture. Steve Vanderbosch proposed the Board discuss their expectations for motions presented. The Pool motions don't provide a company name. Steve feels the Board needs to establish expectations so that all motions are consistently providing information; for example – who are you spending money with? Brooke George provided the names of Resort Furniture and Anchor Aquatics for pool furniture and said it depends on who gives us the best price. Brooke George will hold off on the motion for pool furniture until the March Board meeting and will include more information at that time. The Pool Committee would like to add extra lighting to the pool parking lot area. Brooke George explained the BGE Public Space Lighting Program. BGE has a program where BGE installs light posts for a price of \$70 per month for a 10 year contract. Many varieties of posts and lamps are available. BGE can provide shades for lamps if neighbors complain of the light. The Pool Committee has canvassed neighbors in the area of the pool parking lot and hasn't received any negative comments. **Dave Miles motioned the Board approve NTE \$70 per month for a 10 year term for parking lot lighting at the Pool (provider BGE Public Space Lighting Program). Steve Vanderbosch seconded the motion. Vote taken – 6 in favor (Gene Gross, Dave Miles, Teresa Sutherland, Ray Sullivan, Steve Vanderbosch, Mike Waters; 1 abstained (Robin Eilenberg); motion passed.**

TREASURER'S REPORT: Gene Gross reported that we have \$405,042.84 in the Operating Account; \$262,024.88 in the Special Tax Account; for a total of \$667,067.72 as of January 31, 2018. Gene Gross reported that our balance sheets now reflect the Piers & Harbor loan. P&H plans to pay back the loan at the amount of \$2000 per month. Gene Gross reported on Special Tax balances carried forward from previous year and balances remaining. Noel Gasparin and Gene Gross met on 2018 contracts. On grass cutting bids, Price Cutters bid \$855 per cut and American Lawn & Landscape bid \$1200 per cut. Recommend Price Cutters get the grass cutting contract. On trash removal, Price Cutters bid \$150 per month and American Lawn & Landscape bid \$160 per month. Recommend Price Cutters get the trash removal contract. **Gene Gross moved the Board award the grass cutting and trash pickup to Price Cutters at the per cut rate**

as submitted and the trash pickup from the beach for \$150 per month. Steve Vanderbosch seconded the motion. Vote taken – unanimously approved. On dog waste station removal, Price Cutters bid \$20 per week. Suzanne Martin is our current contractor removing dog waste from the stations. Suzanne Martin matched Price Cutters bid for seven dog waste stations at \$20 per week. Gene Gross moved the Board award the Pet Waste Collection (7 stations) to Suzanne Martin for \$20 per week. Dave Miles seconded the motion. Vote taken – 5 in favor (Dave Miles, Ray Sullivan, Steve Vanderbosch, Robin Eilenberg, Gene Gross); 2 abstained (Mike Waters, Teresa Sutherland); motion passed. American Lawn & Landscaping and Severn Grove bid on Rain Garden maintenance. American Lawn & Landscape bid \$10,290 annually and Severn Grove bid \$20,000 annually. The Board would like to see more information before awarding the Rain Garden contract. Gene Gross will provide more information for the March Board meeting.

ADMINISTRATIVE: Jean Somers thanked everyone that volunteered and help at Come And Get It Day. We had 277 people attend the event. Jean Somers presented a possible date for the METAVivor Race this year. Jean gave a history of the groups that typical request Hillsmere for their race events and explained that the HSIA Board limits races to no more than four per year. Jean also explained the purpose and logistics of the METAVivor Race. Discussion about Race and possible dates continued. We also need to make sure the Race does not conflict with a swim meet due to traffic for both. Ray Sullivan moved the Board approve the METAVivor Race for a Sunday in June. Dave Miles seconded the motion. Vote taken – unanimously approved.

HOUSE COMMITTEE REPORT: Mike Waters and House Committee held a meeting at the 119 Great Lake Drive house. An assessment of the house revealed roof ventilation issues; water problems in the basement; slight foundation movement; and an inoperable water system. Structure of the house is in great shape. Mike will get some proposals for work to be done. Please see Mike Water’s House Committee Report attached to these minutes.

BUILDING PERMITS: Dave Miles reported that it was suggested that we put active building permits on our website. Any resident can look on the County website for active permits. Kellyann Pavkov is working with Dave Miles to make sure we have all HSIA building permit information on our website.

BEACH: Jeri Singleton reported for Marilyn Carpenter that we need to purchase a new nettle net. Marilyn Carpenter has received a quote from Industrial Netting in the amount of \$1800. The Board asked if additional bids were received. Jeri Singleton wasn’t sure. More discussion. The purchase is tabled until the next Board meeting when Marilyn can provide more information.

OPEN MEETINGS ACT & BOARD ONLY EMAIL: Discussion of the Open Meetings Act. Teresa Sutherland is wondering if we are bound by the Open Meetings Act? Steve Vanderbosch noted that we are not an HOA, but instead, we are a Home Improvement Association. We are not a public association; we are a private association. However, we are a Special Community Benefit District, so one could argue that we are a public body. It is not clear that we are subject to the Open Meetings Act. We are budgeting and spending Special Tax funds for a geographic area and we are the Administrators of these funds. Steve Vanderbosch feels we should follow the

Open Meetings Act. Discussion followed on the Board Only Email Etiquette established and adopted by prior Boards:

In order to maintain a respectful, professional and civil relationship between board members in all matters of HSIA business, the following rules will be followed:

- All board emails, unless otherwise specified, will remain among the board members.
- There will be no arguing or disrespectful language in board emails.
- When sending an email to the board that includes a third party, (someone that is not listed in the board-only email distribution) please announce the third party in your email.
- Once a third party has been removed from an email thread, please do not re-add them back to the thread at a later time.
- The President has the authority to enforce the rules.

Teresa Sutherland proposes to adopt the Board Only Email Etiquette policy, but take out the last sentence. If there are disciplinary actions to be taken, we should follow Roberts Rules for disciplinary actions at that time. Committees appointed by membership can be tasked with investigating allegations and the Committee can report to the membership. **Teresa Sutherland moved the Board adopt the Board Only Email Etiquette policy with removal of the last sentence. Mike Waters seconded the motion.** Discussion. Robin Eilenberg does not see a need for this policy. **Steve Vanderbosch Moved the Board postpone this discussion on the motion until the March Board meeting. Dave Miles seconded the motion. Vote taken – 6 in favor (Gene Gross, Ray Sullivan, Teresa Sutherland, Dave Miles, Mike Waters, Steve Vanderbosch); 1 opposed (Robin Eilenberg); motion passed. Teresa Sutherland’s motion is tabled until the March Board meeting.**

PIERS & HARBOR: Steve Vanderbosch reported that the marina is quiet. BGE damaged the gate at the kayak ramp. Steve has filed a claim and BGE will do the repairs. We are applying for our Clean Marina Certification. P&H has two larger projects for the future – replacing the water system and replacing the pump out. DNR may give us a grant if we make the pumpout reasonably open to the public. P&H will look into this. Steve met with people interested in boat lifts. We had 11 people interested and the number has now dropped to six. We may drop one or two more people. Rather than boat owners owning the lifts and financing themselves, we may follow our previous “Lucky 26” policy, where people contribute money upfront and have guaranteed usage for a period of time. Another model would be for P&H to finance the boat lifts and then charge rent in addition to the slip fee. Four vendors will be giving us more clarification on costs. Our insurance agent recommends HSIA own the lifts. We are moving ahead with the Sunset boat ramp project. We have a site survey done. At the March Board meeting, Steve will be asking for approval of the annual gravel purchase.

OLD BUSINESS: Steve Vanderbosch would like to discuss the Property Manager position and extending the Blueguard contract at the March Board meeting. Teresa Sutherland gave an update on the fence between Quiet Waters Park and Hillsmere, along Hillsmere Drive. The County will not allow a gate at the hole in the fence. The Park repaired the hole in the fence.

NEW BUSINESS: Discussion of the fence between the west beach property line and the Sydney residence. HSIA removed a broken section of the fence because it was hazardous. At that time, the Beach Committee was trying to determine ownership of the fence. The Sydney's denied ownership; a child got injured, so the Beach Committee removed the fence. Discussion on whether or not we should replace the fence.

There being no further business, the meeting adjourned at 9:10 pm.

Respectfully submitted,

Jean Somers
Administrator