

MEETING MINUTES

**Board of Trustees Monthly Meeting
Saturday February 27th @ 10am**

To join this meeting click <https://zoom.us/j/92357548608> or call 1-253-215-8782 Meeting ID 923 5754 8608

AGENDA

Call Meeting to Order: President Jan Nelson
President & BOT Opening Remarks

LAKE JOSEPHINE WATER DEPARTMENT REPORT

Russ Rodocker, Manager – **There are currently 870 active water connections with Lake Josephine Water Department, that includes commercial, residential, and Riviera amenities. Water testing, leak maintenance, and other departmental tasks are ongoing. The water main replacement capital project on Country Club is scheduled to start in April and be completed by May 2021.**

COMMITTEE REPORTS:

ACC Committee (Jan Nelson, BOT Representative to Committee)
Compliance Committee (Arthur Willetts, Chair / Joanne Mettler, Co-Chair)
ACC-Forestry Committee (George Stewart, BOT Representative to the Committee)
Finance Committee (Patricia Landye, BOT Representative to Committee)
Golf & Greens Committee (No report at this time)
Member Relations Committee (Jan Nelson, BOT President)
Treasurer's Report (No report at this time)

CONSENT AGENDA from Study Session – 02/22/2021:

1. MOTION 2021-02-01: Motion to rename the Guest Relations Committee to Member Relations Committee. Motion Jan Nelson, Second Patricia Landye, passed unanimously.
2. MOTION 2021-02-02: Motion to purchase BadgePass Solutions, Member ID badging system, designated as administrative costs in the budget and not to exceed \$10,000. Motion Jan Nelson, Second Gretchen Sziebert, passed unanimously.
3. MOTION 2021-02-03: Motion to allow Riviera Compliance Committee to have between 5-10 members as needed. Motion Gretchen Sziebert, Second Jan Nelson, passed unanimously.
4. MOTION 2021-02-04: Motion to appoint the following Riviera Members to the Finance Committee: Bill Quinn, Amy Reagan, Phyllis Zander-Brown, Virginia Cummings. Motion Patricia Landye, Second Jan Nelson, passed unanimously.
5. MOTION 2021-02-05: Motion to appoint the following Riviera Members to the ACC-Forestry Committee and hold the first ACC-Forestry committee meeting on March 22, 2021: Stephan Evans, Sally Buchanan, Beverly Papazian, Richard (Scott) Dickey. Motion George Stewart, Second Jan Nelson, passed unanimously.

6. MOTION 2021-02-06: Motion to appoint Greg Kepner to the vacant Trustee position on the Riviera Community Club Board of Trustees. Motion Jan Nelson, Second George Stewart, passed unanimously.
7. MOTION 2021-02-07: Motion to allow the General Manager to use Keybank Mastercard reward points for Riviera staff gift cards. Motion George Stewart, Second Jan Nelson, passed unanimously.
8. MOTION 2021-02-08: Motion to inform members that any and all watercraft and/or personal property left on Riviera property, including but not limited to Riviera finger docks, Riviera boat launches, or other Riviera owned property, must be removed by the owner no later than March 31st, 2021, or they will be impounded by Riviera. Members will be notified by the General Manager through email blast, upcoming newsletter, and by written notice placed on all boats.
9. MOTION 2021-02-09: Motion to approve lot line vacates for the following Riviera Section/Lots: 03/041 & 03/042 (Waltz); 17/196 & 17/197 (Hollar); 09/087 & 09/088 (Sabeti); 08/030 & 08/031 (Davidoff). Motion Jan Nelson, Second George Stewart, passed unanimously.
10. MOTION 2021-02-10: Motion to approve BOT Meeting minutes from 01/30/2021.

MOTION 2021-02-11: Motion to APPROVE CONSENT AGENDA as stated above.

NEW BUSINESS:

1. MANAGER'S REPORT – Nicola McDonald, General Manager
 - a. Restaurant update – Indoor dining, 25% capacity, new specials & wine list coming soon
 - b. Updated Sounder Calendar & Reinstating Riviera Newsletter – **The calendar that we place in the Sounder has a new template, so we have space to talk about specific Riviera Member items. We are also reinstating a Riviera Community Club Newsletter and are planning to have it out by April 1st.**
 - c. Working on signage plan for updated/accurate data and continuity throughout the Riviera – **In coordination with the Member Relations Committee we are working on new signage and a consistent message for all our private Member amenities around the Riviera. New golf course signage is also being presented to the BOT and Golf & Greens Committee.**
 - d. New Committee Emails – Compliance, ACC, ACC-Forestry, Member Relations, Budget. – **New emails have been created to ensure that each committee is receiving information from Members and to streamline communication with committee volunteers.**
2. MEMBER RELATIONS COMMITTEE TOWN HALL MEETINGS.
 - a. Zoom meetings to be held on ~~Tuesday February 23rd @ 7pm~~ (Completed), Tuesday March 2nd @ 7pm, Saturday March 6th at 10am. TOPIC: To share with members the focus, direction, & committee plan in response to membership concerns regarding safety and protection of Riviera amenities. – **Reported by BOT President Jan Nelson, these meeting are being recorded and replayed for continuity in presentation and information for members. Once all the town halls are complete, the presentation, a list of Q&A's, and other related documents will be posted on the Riviera website.**

OLD BUSINESS: NONE AT THIS TIME

EXECUTIVE SESSION: NO EXECUTIVE SESSION WAS HELD

Motion to adjourn and call for Executive Session under RCW 64.38 at a time and date to be determined for the purpose of discussion personnel matters; consulting with legal counsel and consider communications with legal counsel; and discuss likely or pending litigation, matters involving possible violations of the governing documents of the association and matters involving the possible liability of an owner to the association.

MEETING ADJOURNED

**MEETING MOTIONS
BOARD OF TRUSTEES MEETING
FEBRUARY 27, 2021 @ 10AM**

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