

RIVIERA COMMUNITY CLUB

Annual Member Meeting Agenda
11016 Country Club Dr.
Anderson Island, WA 98303
Zoom Meeting



BOARD OF TRUSTEE MEMBERS

Christopher Frye, President
Gabe Sachwitz, Vice President
Deb Parker, Secretary
Jerry Hines, Treasurer
Jeff Hayes, Trustee

Annual Member Meeting Agenda
Saturday, September 28th, 2024 at 10am

To join this meeting click <https://us06web.zoom.us/j/83018503239> or call 253-215-8782 Meeting ID 830 1850 3239#

AGENDA

- 1. Call meeting to Order**
 - 2. Roll Call**
 - 3. Call for the Vote**
 - a. Three (3) positions to be filled; top three candidates in the vote tally will serve a two-year term
 - b. If you have not already voted and wish to do so, please go to the back of the room, verify your member in good standing status with the staff and obtain a ballot. Return your ballot to the ballot box upon completion.
 - 4. INTRODUCTION OF BOARD MEMBERS AND GUESTS:**
 - a. Christopher Frye, President
 - b. Gabe Sachwitz, Vice President
 - c. Deb Parker, Secretary
 - d. Jerry Hines, Treasurer
 - e. Jeff Hayes, Trustee
 - 5. ANNOUNCE QUORUM:**

317 proxies needed to establish a quorum: _____ proxies cast, quorum reached Yes or No (circle one)
 - 6. Motion: 2024-09-01:** Adoption of previous member meeting minutes - September 30, 2023:
_____ moved, seconded by _____
- ANNOUNCEMENT – “Pursuant to our covenants and by-laws, the only business item open for discussion are those in which the whole membership has been notified. In this case, the election of the Board of Trustees is the only topic in which the membership has been notified.”*
- 7. CALL FOR CLOSE OF VOTING:**
 - 8. Year End Reports:**
 - a. Grounds and Parks Superintendent, Candace McElhenny
 - b. Water Department Manager, Russ Rodocker
 - c. Building Maintenance, Tanner Siridakis
 - d. Financial Summary, Jerry Hines
 - e. Golf Shop Manager, Molly Miller
 - f. Restaurant, Angel
 - g. Overall Summary, Philip Ronning

9. ANNOUNCEMENT OF ELECTION RESULTS:

MOTION 2024-09-02: To certify election: _____ moved, seconded by _____.

10. INTRODUCTION OF NEW BOARD OF TRUSTEES:

11. THANK YOU TO THE OUTGOING BOARD MEMBERS FOR THEIR CONTRIBUTION TO THE COMMUNITY:

Jeff Hayes, Jerry Hines, Deb Parker

12. BOT REPORT: Introduce Submit your Question Form

13. MEMBER COMMENTS: OPEN DISCUSSIONS – LIMIT OF 3 MINUTES PER MEMBER:

14. Adjournment: [New Board Adjourns to Upstairs for Election of Officers]

MEMBER COMMENTS

**MEMBERS - TO SPEAK AT THE END OF THE BOARD OF TRUSTEES MEETING ON ANY TOPIC FOR A MAXIMUM OF THREE MINUTES, PLEASE USE THE SIGN IN SHEET PRIOR TO THE START OF THE MEETING. ZOOM PARTICIPANTS, PLEASE INDICATE YOUR INTENTION TO SPEAK AT THE BEGINNING OF THE MEETING AND THE NATURE OF YOUR COMMENT OR QUESTION*

Ongoing Business

- ✓ Associate Members Total: 17/60
- ✓ Associate Member New Applications: one as of 09/25/24
- ✓ Amenity Report – Monitoring in Progress
- Annual Member Picnic: Cancelled; Health Department Update/No Potluck
- ✓ Books of Riviera – Available upon request, monitored by BOT
- ✓ Bylaws and Covenants Phase 1 Survey reviewing 09/25/24
- ✓ Cole Point Proposal – End of Talks as of 09/25/24
 - Updated in May Talking Points
- ✓ Committee Charter Review- Charters to be posted to website alongside minutes
- ✓ Committee Feedback
 - Create way for committee to post comments to board
- ✓ Community Challenge – PC Alerts, Stay in Place Prep
- ✓ Compliance Initiative – Propane/Vehicle Notices to go out
- ✓ Compliance Variants – in progress
- ✓ Designated Authorized Signatures- active and pending new BOT members
- ✓ Election and Nomination Committee – Target June 2025
- ✓ Employee HR/Board Resource Letter - WIP
- ✓ Goals and Mission Statement – Actions over words
- ✓ Good Neighbor Brochure – monitoring/Updated 09/25/24
- ✓ Insurance – monitoring/100% coverage 09/25/24
- ✓ Internet Engineers Invite – Awaiting Verizon Proposal
- ✓ Lawyer Update - no changes
- ✓ Membership cards – Available, call email or pick up.
- ✓ Membership Meeting 2024 – September 28th
- ✓ Office Equipment Report – awaiting more information.
- ✓ Official Statement of corporate affairs- being prepared for 2024 Annual Meeting
- ✓ Perc hole: Refills 0 WIP
- ✓ Policy and Procedure Handbook – in final review of board 08/28/24
- ✓ Potential Grants for Marina- allocating budget for Grant writer/working with AIFD
- ✓ Potential Grants for New Park- exploratory phase
- ✓ Public Traffic Support –
- ✓ Public Works – WIP
 - Submitted six new requests 09/25/24
 - Requested Pavement Condition Report from County 05/17/24
- ✓ Renters Rights – monitoring
- ✓ Reserve Account – monitoring, report received.
- ✓ Restaurant Repair Schedule – monitoring and in progress
- ✓ Undeveloped Lot Reclamation – WIP
- ✓ Volunteer Lunch – Summer 2025
- ✓ Website – WIP looking at new website with secure features Target 2025
- ✓ Website Upload of Documents – Added Newsletter and Lot for Sale sections