

RIVIERA COMMUNITY CLUB  
Monthly Meeting Minutes  
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

**Board of Trustees**  
**Meeting Minutes**  
**Saturday, August 31st, 2024 at 11am**

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

**AGENDA**

- a. Call Meeting to Order: *11:06*
- b. Stand for Pledge of Allegiance to the United States of America

***"There is no transparency without documentation."***

Roll Call: All Present: Chris Frye, Gabe Sachwitz, Jerry Hines, Deb Parker, Jeff Hayes

**1. OLD BUSINESS**

1. Policy and Procedure book Update
2. Election Committee Chair: Jim Cook

**2. NEW BUSINESS:**

Motion 2024-08-01: Approve July 27th Minutes

*Deb moved, Jeff seconded, passed unanimously*

Motion 2024-08-02: Approve membership discount: Riviera Restaurant October 1, 2024

*Deb moved, Jeff seconded, passed unanimously*

Motion 2024-08-03: Approve Associate Member Request: Peggy Hall

*Deb moved, Jerry seconded, passed unanimously*

**Schedule of Board Meetings and Town Halls:**

- a. August 31st, 2024, Town Hall (Budget/Document Review/ACC Planning 2024-2025)
- b. September 28th, 2024 (Annual Membership Meeting)
- c. October 26th, 2024
- d. November 23rd, 2024 (Town Hall? Pending New Board Direction)
- e. January 25<sup>th</sup>. 2025

**4. Report of Committees and Amenities: *\*see summary***

- a. ACC: Now reviewing possible changes for Membership
- b. Forestry
- c. Compliance: Now reviewing possible changes for Membership
- d. Lakes
- e. Golf
- f. Restaurant

**5. GM REPORT: *\*see summary***

**6. BOT REPORT: *\*see summary***

**7. Members Comments: *\*see summary***

**8. Adjournment: *1:19pm***

## **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 08/26/24
- ✓ 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 08/26/24
- ✓ Cole Point Proposal – End of Talks as of 02/07/24
  - Updated in May Talking Points
- ✓ Committee Charter Review- in progress
- ✓ Committee Feedback
  - Create way for committee to post comments to board
  - Post committee minutes in new section of website
- ✓ 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 06/12/24
- ✓ Insurance – monitoring/100% coverage 08/12/24
- ✓ 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
- ✓ Perchole: 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 08/14/24
  - 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