

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
Sonja Hopkins, Trustee

Board of Trustees
Minutes
Saturday November 23rd, 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

- a. Call Meeting to Order: 10:00am
- b. Stand for Pledge of Allegiance to the United States of America

"There is no transparency without documentation."

Roll Call: [Chris Frye](#), [Jerry Hines](#), [Sonja Hopkins](#); [Deb Parker](#), [Gabe Sachwitz](#) by Zoom

1. OLD BUSINESS

1. Compliance Initiative – Propane/Vehicle Notices to go out 11-25-24
[Friendly letters to go out to membership with propane tanks that are not in compliance.](#)

2. NEW BUSINESS:

- a. Motion 2024-11-01: Approve previous meeting minutes for 10/26/2024
[Sonja moved, Jerry seconded, passes unanimously](#)
- b. Motion 2024-11-02: Approve Video Camera System Policy
[Sonja moved, Deb seconded, passes unanimously; *see summary for discussion](#)
- c. Motion 2024-11-03: Approve Member Discount at Lakeshore; beginning December 1st, 2024.
[Sonja moved, Jerry seconded, passes unanimously](#)

3. Schedule of Board Meetings and Town Halls:

1. November 23rd at 10:00am (moved) – Town Hall (Open Talk, Election Paperwork)
2. December 28th No Meeting, Merry Christmas
3. January 25th at 10:00am – Town Hall (no topic yet, Open Talk)
4. February 22nd at 10:00am
5. March 29th at 10:00am – Town Hall (no topic yet, Open Talk)
6. April 26th at 10:00
7. May 31st at 10:00 – Town Hall (Six Month Budget Review)
8. June 28th at 10:00
9. July 26th at 10:00 – Special Membership Meeting Vote on Governing Documents
10. August 30th at 10:00
11. September 27th at 10:00 (Annual Member Meeting)

4. Report on Committees and Amenities: Dan Morgan, Molly Miller

- a. ACC, Forestry, Compliance & Lakes reports by Community Development Manager, Dan Morgan
- b. Golf & Grounds report by Pro Shop Manager, Molly Miller
- c. Restaurant report by General Manager, Phil Ronning

5. GM REPORT:

6. BOT REPORT: Talking Points and Trackable Items

7. Members' Comments:

8. Adjournment: 11:49

MEMBER'S COMMENTS

**MEMBERS – To speak before Adjournment of the 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 will be asked to raise their virtual hand during this time. For clarity all questions must be submitted using the proper form. Verbal questions may not be interpreted.*

Board of Trustees Trackable Items

- ✓ Associate Members Total: 17/60
- ✓ Associate Member New Applications: Zero as of 11/14/24
- ✓ Amenity Report – No new Events as of 11/14/24
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 11/14/24
- ✓ 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
- ✓ Community Challenge – PC Alerts, Stay in Place Prep
- ✓ Compliance Initiative – Propane/Vehicle Notices to go out will go 11-25-24
- ✓ Compliance Variants – County Variance before asking Board.
- ✓ Designated Authorized Signatures- Confirmed Finished 11/14/24
- ✓ Election and Nomination Committee – Target June 2025
- ✓ Employee HR/Board Resource Letter - WIP
- ✓ Goals and Mission Statement – Actions over words done 11/14/24
- ✓ Good Neighbor Brochure – monitoring/Updated 11/14/24
- ✓ Insurance – monitoring/100% coverage 11/14/24
- ✓ Internet Update – Awaiting Verizon Proposal no update 11/14/24
- ✓ Lawyer Update - no changes as of 11/14/24
- ✓ Membership cards – Available, call email or pick up.
- ✓ Membership Meeting 2025 – Working on next year's details
- ✓ 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 – Additional Policies added suggested 11/14/24
- ✓ Potential Grants for Marina- allocating budget for Grant writer/working with AIFD
- ✓ Potential Grants for New Park- exploration phase
- ✓ Public Traffic Support – No answer on new Yield Signs as of 11/14/24
- ✓ Public Works – WIP
 - Submitted Three new requests 11/14/24
 - Requested Pavement Condition Report from County 05/17/24
- ✓ Renters Rights – monitoring no update as of 11/14/24
- ✓ Reserve Account – monitoring, report received.
- ✓ Restaurant Repair Schedule – Working on next phase 11/14/24
- ✓ Undeveloped Lot Reclamation – WIP
- ✓ Volunteer Lunch – Summer 2025
- ✓ Website – WIP looking at new website with secure features Target 2025
- ✓ Website Upload of Documents – Added more Policies and updated FAQ section 11/14/24