

**PIERS ISLAND IMPROVEMENT DISTRICT
BOARD OF TRUSTEES TRANSITION MEETING**

July 17, 2018 – 7:00 PM

Location: Piers Island Fire Hall

TRUSTEES & OFFICERS ATTENDING	Greg Miller, Chairperson and Fire Trustee; Julien Bahain, Buildings and Land Improvements Trustee; Charlie Troger, Water Trustee; Brent Schorr, Finance Administrator; Nancy Troger, Secretary.
TRUSTEES & OFFICERS ABSENT	0
NUMBER OF ATTENDEES	1

OPENING MOTIONS

CALL TO ORDER	Past Chair, Tony Kaul, called the meeting to order at 7:07 p.m. and advised that the meeting was being recorded for accuracy. Tony explained that he would be presiding over the meeting only until the Trustees elect the new Chair.
ELECTION OF CHAIR	Past Chair, Tony Kaul, asked for a motion to appoint a Chair. It was MOVED and SECONDED , <i>“that Greg Miller be appointed as the Chair for the coming year.”</i> With no discussion, the motion was CARRIED .
APPROVAL OF AGENDA	Copies of the Agenda were distributed. The Chair asked for changes or additions to the proposed agenda.
MOTION	It was MOVED and SECONDED , <i>“that the Agenda be approved as distributed.”</i> With no changes raised for consideration, the motion was CARRIED .
MOTION: ADOPTION OF MGM MINUTES	It was MOVED and SECONDED , <i>“that the minutes of the June 30, 2018 PIID Annual General Meeting be approved as distributed.”</i> The Chair asked for errors or omissions. With no corrections raised for consideration, the motion was CARRIED .

ASSIGNMENT OF PORTFOLIOS

ASSIGNMENT OF PORTFOLIOS	The Chair called for nominations for the appointment of Fire Trustee, Buildings and Land Improvements Trustee and Water Trustee.
MOTION – FIRE TRUSTEE	It was MOVED and SECONDED , <i>“that Greg Miller be appointed Fire Trustee for the coming year.”</i> With no discussion, the motion was CARRIED .

<p>MOTION – BUILDINGS AND LAND IMPROVEMENTS TRUSTEE</p>	<p>It was MOVED and SECONDED, <i>“that Julien Bahain be appointed Buildings and Land Improvements Trustee for the coming year.”</i> With no discussion, the motion was CARRIED.</p>
<p>MOTION – WATER TRUSTEE</p>	<p>It was MOVED and SECONDED, <i>“that Charlie Troger be appointed as Water Trustee for the coming year.”</i> With no discussion, the motion was CARRIED.</p>

CORRESPONDENCE

<p>CORPORATE SECRETARY NANCY TROGER</p>	<p>The Corporate Secretary advised there were four pieces of communication.</p> <ul style="list-style-type: none"> • Two emails from landowners expressing an interest in sitting on the Dolphin Road Compound Select Committee. • Two emails from landowners expressing opinions about the Seaspan proposal for the Dolphin Road Compound project.
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TRUSTEE & OFFICER REPORTS

<p>BUILDINGS & LAND IMPROVEMENTS TRUSTEE JULIEN BAHAIN</p> <p>DISCUSSION</p> <p>ACTION: JULIEN BAHAIN</p>	<p>The B&LI Trustee was asked if he had a report to present. No report for this meeting.</p> <ul style="list-style-type: none"> • Floor: Stated there are several vehicles in violation of compound regulations. Asked the Trustee to take appropriate action. Landowner offered his assistance in dealing with offending parties. • Trustee: Stated he will sit down with volunteer to discuss the issue and will work with other Trustees to correct the situation.
<p>PIVFD TRUSTEE GREG MILLER</p>	<p>The PIVFD Trustee presented his report. Update on Fire Hall Entrance Apron</p> <ul style="list-style-type: none"> • The final step in the apron installation is sealing the pavers to protect them from marking or chipping. • The estimate of \$2,500 will come from last year’s donations and the Fire Chief’s discretionary fund. • The sealing will be done within the month. <p>With no discussion, the report was accepted as presented.</p>
<p>WATER SYSTEM TRUSTEE CHARLIE TROGER</p>	<p>The Water System Trustee presented his report. Water Tank Select Committee Update</p> <ul style="list-style-type: none"> • The Water Select Committee is in the midst of trying to finalize on a consultant to help with the water tank design – size, plumbing, position, etc. <p>With no discussion, the report was accepted as presented.</p>
<p>FINANCE ADMINISTRATOR BRENT SCHORR</p>	<p>The Finance Administrator presented his report: 2018 Insurance Review</p> <ul style="list-style-type: none"> • Requested quotes from three companies:

	<ul style="list-style-type: none"> ○ One company declined after less than 50% response from key insurers, stated because of a hard property market due to last year being a tough year for catastrophic losses. ○ The other two companies' quotes were similar dollar amounts. ○ Main differences in the apple-to-apple comparisons below: 90% co-insurance form (penalized for under-insuring) <p>OR</p> <p>Stated Amount Co (in the event of a loss you are paid out to the value listed on the Statement of Values)</p> <p>Earthquake deductible 15% OR Earthquake deductible 10%</p> <p>Water Damage deductible \$2,500 OR Water Damage deductible \$1,000</p> <p>Notes:</p> <ul style="list-style-type: none"> ▪ Insured values were last updated in 2003 and new values were used in request for quotes. New values were determined using formulas provided by insurance companies and consultation with knowledgeable islanders. ▪ Because of increased/more accurate values, insurance costs increased by about \$3,000 over planned 2018 budget. <p>2018 Tax Notices</p> <ul style="list-style-type: none"> • Sent out to islanders. • Invoiced and collected fees for additional electricity use in compound. This will be ongoing. <p>2017 Financial Statements</p> <ul style="list-style-type: none"> • Submitted to government. <p>With no discussion, the report was accepted as presented.</p>
<p>CORPORATE SECRETARY NANCY TROGER</p>	<p>The Corporate Secretary was asked if she had a report to present. It was a busy month preparing for the AGM:</p> <ul style="list-style-type: none"> • Created and distributed the agenda, • Filed bylaws, • Maintained the permanent files documents, • Handled email questions/requests, • Received, distributed, and posted on the website the various reports for the AGM, • Organized the lunch and volunteers, • Prepared for the Trustee election. <p>With no discussion, the report was accepted as presented.</p>

BUSINESS ARISING / NEW BUSINESS

TRUSTEE – CHARLIE TROGER	Trustee, Charlie Troger, suggested that the Board strike a <i>Dolphin Road Compound Select Committee</i> . Charlie presented a <i>DRAFT Dolphin Road Compound Select Committee Terms of Reference</i> for Trustees’ review and approval at the next PIID Trustees Meeting.
DISCUSSION	<ul style="list-style-type: none"> • B&LI Trustee, Julien Bahain, stressed that the committee would fully engage all landowners with open and transparent communication through a series of meetings. No decisions will be made regarding the compound project without a majority approval from landowners.
ACTION	<ul style="list-style-type: none"> • Julien will be sending out an island-wide call looking for committee volunteers with specific skill sets.


NEXT MEETING

SCHEDULE NEXT MEETING	Trustee Meeting: Tuesday, September 18, 2018 at 7:00 PM.
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CLOSING MOTION

ADJOURNMENT	The Chair called for any further business.
CAM RUSSELL	<p>Cam Russell offered his help with the future repair of the Piers Island boat ramp, just as he has in the past. Trustees expressed their appreciation.</p> <p>The Chair asked for any further business and hearing none, the meeting adjourned at 7:45 PM.</p> <p>The Chair thanked all attendees.</p>

Minutes submitted: 
Corporate Secretary

Minutes approved: 
Chair / Presiding Officer

Date: September 18, 2018