



**Board of Directors  
June 2020 – Ancillary Meeting Agenda  
Wednesday June 17, 2020  
4:00 – 6:00 pm  
Via Zoom Conference**

**Attendees**

Board Directors: Cliff Gilley, Gail Manahan, Rifat Siddiq, Coco Carino Groth,  
Larry Fischer, Peter Christensen  
ROA Staff Members: Amy Atchison (Director), Mike Robinson (Communication Manager), Connie  
Harrington (Accounting Manager)

4:04 pm – **Board Meeting Commenced**

**Procedural**

- Meeting called to order by Board President, Cliff Gilley; quorum met.

**Public Comment**

- One comment submitted and redirected to City of Snoqualmie officials as it pertained to the City and not the ROA.

**Approval of Meeting Minutes**

- Minutes from May 13, 2020 Board Meeting unanimously approved as written.

**Financial Report**

- The Director and Accounting Manager provided the financial report as of May 31, 2020.
  - Waiting for the majority of Panorama Apartments to come online.
  - Cancellation of events in 2020 has both a revenue and expense impact.
- Delinquency
  - As of June 16, 2020, 1.29% of 3756 units were delinquent with 2020 assessments.
- Audit
  - 2019 Master and Joint Committee audits were clean. No notes or concerns.
- The Director updated the Board on final move expenses.
  - Despite Covid-19 impact, expenses are on target.

## 2020 Board Candidates and Nomination Committee

- Cliff, Rifat and Peter are all interested in extending their service and staying on the Board.
- No other candidates came forward to participate in the election.
- The Nomination Committee is not required, as only current Board members will participate in the election.

## Update on Current Office Status/Return to Office Policy

- Director compiled resources from RMI (ROA Human Resource contractor), the Snoqualmie Chamber of Commerce and other local, large-scale communities to create a Pandemic Response Policy for Board review.
- The Board and Director discussed pandemic response and office protocol in general. Key points include:
  - Staff continues to be fully functional working remotely.
    - As necessary, staff has slowly begun to spend limited hours in the office, being mindful to stagger shifts.
    - Larry expressed concern about rushing back to working in the office.
  - When at the office:
    - Temperature checks as well as log of arrival and exit times for all staff and visitors.
    - Masks worn at all times in common areas.
  - Office will remain closed to the public for the near future.
    - Board and Director will monitor and assess when it is appropriate/necessary to reopen.
    - Residents can request appointments.
    - Staff is fully functional working remotely and/or during staggered shifts at the office.

## Around the Table

- Gail pointed out recent landscape improvements at elementary schools located on the Ridge. Big thanks to SVSD for helping keep our community beautiful.
- Larry would like to meet with NLS to discuss the use of landscape equipment with combustion engines.
  - The Director will arrange a meeting.
- The Director informed the Board that eight veteran crewmembers have returned via a H1-B visa to work with NLS for the season.

## 5:00pm Adjourn Regular Meeting/Commence Executive Session

- Amendments to the Temporary Sign Policy.
- Annual staff performance and salary reviews.

## 6:00pm Adjourn Executive Session