

# JOINT MEETING OF FICRA & THE FICRA BUILDING TRUST BOARDS

## MEETING AGENDA

Thursday, July 9, 2020, 6:30PM

### 2020-2021 FICRA Board

Miguel Martinez	President
Pia Beetham	Vice President
Candy Wawro	Secretary
Hal Goodell	Treasurer
Howard Stapleton	Past President
(Vacant)	Director
(Vacant)	Director

### 2020-2021 FICRA Trust Board

Howard Stapleton	President
Naomi Grant	Vice President
Gina Olson	Secretary
Hal Goodell	Treasurer
Karen Kretschmer	Director

NOTE: This meeting will be held via video/teleconference. You will need to have a computer or smartphone capable of running Zoom to participate. We will send out links and passwords to meeting attendees the afternoon of 7/9; if you want to participate, send a request to [info@ficra.org](mailto:info@ficra.org).

1. Call to order and approval of absences
2. Approval of June 11, 2020 Minutes (Available for [download](#)) for the Meeting of FICRA & the FICRA Building Trust Boards – **FICRA & Trust Board Vote**
3. Accept 6/21/2020 Trust Election Results from Nominating Committee and appointment of President, Vice-President, Secretary and Treasurer in accordance with Article V of the Bylaws – **Trust Board Vote**
4. Treasurer’s Report – Hal Goodell
5. FICRA Publicity Committee Report (manages communication with the public) – Miguel Martinez
  - A. Status on conversion of E-Flash from Constant Contact to Mailchimp
  - B. Information posted to FICRA/Trust website
6. NCC Maintenance & Facility Improvements - Jim Braden
  - A. Exterior Painting
  - B. Outdoor Signs
  - C. Troop 27 Campout on 7/11/2020
  - D. Sports Field Irrigation Preliminary Engineering
7. Approve FICRA Building Trust Board Resolution 2020-002 (attached) designating Jim Braden as FICRA Building Trust Representative to Trust Sponsored Scouting Organizations – **Trust Board Vote**
8. Meeting Adjournment (The next regularly scheduled meeting for the FICRA and FICRA Building Trust Boards is Thursday, August 13, 2020 at 6:30PM via video/teleconference.)

Per Washington RCW 24.03.120, except as may be otherwise restricted by the articles of incorporation or bylaws, members of the board of directors or any committee designated by the board of directors may participate in a meeting of such board or committee by means of a conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other at the same time and participation by such means shall constitute presence in person at a meeting.

**Subject:** FICRA Building Trust 2020 election results

**From:** "James M. Braden" <jandcbraden@aol.com>

**Date:** 7/7/2020, 9:18 PM

**To:** n7nw.hal@comcast.net, naomi0303@gmail.com, jandcbraden@aol.com, kmkretschmer12@gmail.com, ginamarieolson@comcast.net, howard@stapletons.org

For the FICRA Building Trust record

The Nominating Committee hereby confirms the election of the following to the Trust Board for the year 2020 to April, 2021: Howard Stapleton, Naomi Grant, Hal Goodell,, Karen Kretschmer, and Gina Olson.

The first function of the new Board is to select officers as prescribed in the Bylaws.

The Nominating Committee also confirms the election of the FICRA Building Trust Audit Committee members: Joan Broughton, Tony Moore, Diane Abney, and Jennifer Beard. These are the same team as elected for FICRA in March of 2020.

There were 17 ballots delivered to the NCC on Sunday, June 21st with Pia Beetham and Jim Braden receiving the ballots.

The election result was unanimous acceptance of all of the candidates presented by the Nominating Committee on the ballot (attached).

Jim Braden for the 2019 Nominating Committee

— Attachments: —

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FICRATrustBALLOT6-21-2020.docx

33.0 KB

Nichols Community Center Lead Paint Removal Volunteers,

On the day you are volunteering, please sign your name below to confirm that you have read these instructions and the attached Pacific Rim Environmental Process write-up.

Jim Braden, President, FICRA Building Trust, job lead person.

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Instructions:

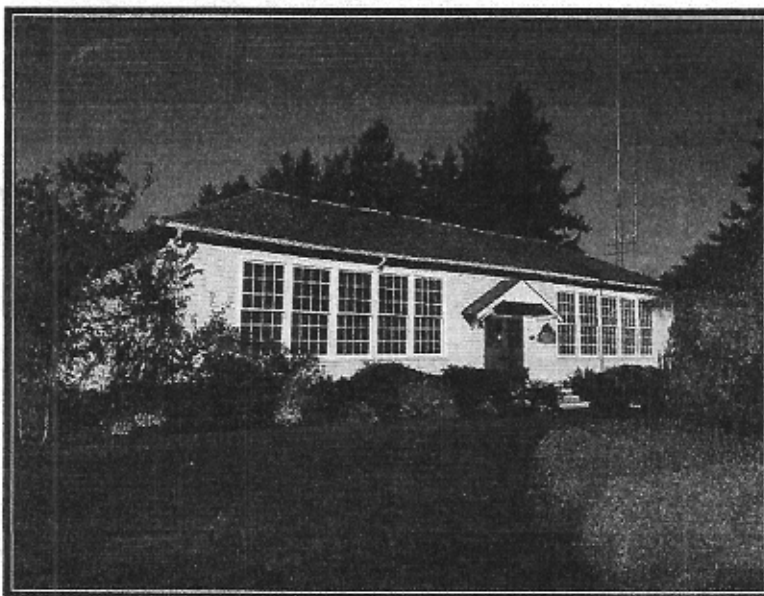
1. The paint being removed has been tested and the results are positive for lead being in the paint as indicated on the attached Pacific Rim report. As a result, the following instructions are applicable to all personnel associated with the removal of the paint.
2. We will use only scrapers which we will keep wet enough to grab small paint particles generated during scraping. We are not interested in getting the bare wood real wet as we intend to put a coat of primer on the wall as soon as the scraping is complete and the wood shows being dry.
3. All material scraped from the wall will be collected in tarps positioned to catch the falling paint chips. These tarps will be carefully wrapped up at the end of the work period to keep all paint chips captured and ready for disposal.
4. Gloves will be worn by all volunteers to do the work in the designated work area. Moist wipes will also be available to ensure each person can leave the designated work area being clean. The designated work area will have its boundary caution taped with signs indicating "Construction area. Authorized personnel only."
5. Upon leaving the work area, each person will ask another person to confirm that they do not have any paint chips clinging to their clothing. If there are paint chips, they are to be brushed off onto the paint chip collection tarps in the work area.
6. The designated wash-up areas are the restrooms in the NCC building.
7. The designated eating area will also be the interior of the NCC building.
8. We will not be using a vacuum cleaner for cleanup of the area. The area will be cleaned using soft brushes with easy sweeping to not get any of the material airborne.




**PACIFIC RIM ENVIRONMENTAL, INC.**

## **Lead Hazard Control Work Plan**

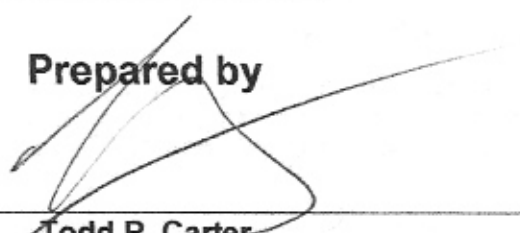
**Fox Island Community Center  
690 9<sup>th</sup> Avenue Fox Island WA**



**Prepared for**

**FICRA Building Trust  
PO Box 25  
Fox Island WA 98333**

**Prepared by**

  
**Todd P. Carter  
WA State Lead Risk Assessor**

**Project # 16458**

## INTRODUCTION

This Work Plan addresses the means and methods of lead hazard control to be utilized by volunteers during the proposed exterior painting project at the Fox Island Community Center. It should be noted that lead-containing paint was identified on several exterior components.

Any activity that disturb or may be considered lead-containing paint operations performed at the Fox Island Community Center should comply fully with the provisions of this lead hazard control plan. (LHCP)

If this work is performed by contractors or other employees, the lead regulations WAC 296-155-176 and OSHA 29 CFR 1926.62 must be followed.

## DESCRIPTION OF WORK

Fox Island Community Center plans to use volunteers during the planned exterior repainting project. LCP was identified on the following exterior components.

- Exterior Siding
- Exterior Windows, Doors and Associated Components
- Exterior Soffit and Fascia

## LEAD HAZARD CONTROL AREA

Access into the lead hazard control area by the general public shall be prohibited. Volunteers entering the lead hazard control area shall be required to understand and follow the procedures contained in the Lead Work Plan.

Signs shall be located to allow personnel to read the signs and take necessary precautions before entering.

All activities within the lead hazard control area shall be performed in a manner that will minimize the migration of lead dust beyond the lead hazard control area boundaries.

*= no dust generation*

## RESPIRATORY PROTECTION

No respiratory protection is required for this project. Volunteers will use work practices that will not create airborne or respirable dust. Volunteers may wear a disposable N-95 nuisance dust mask if they wish.

## PERSONAL PROTECTIVE EQUIPMENT (PPE)

PPE including disposable gloves and eye protection is suggested for this project.

### HYGIENE FACILITIES

Hygiene facilities shall consist of the following;

#### Hand wash Station

Provide hand washing facilities that comply with the requirements in 29 CFR 1926.51(f). Faces and hands shall be washed when leaving the lead hazard control area.

*head gloves or... wet wipes*

#### Eating Area

Provide an area for breaks and eating meals. This area shall be kept free of lead contamination.

Food and beverage may only be consumed in the designated eating area. Eating, drinking, smoking and applying cosmetics are prohibited activities inside the lead hazard control area.

### TRAINING

Volunteers should be trained to understand the lead hazards associated with this project and how to protect themselves.

- a. How operations could result in exposure over the action level
- b. Use of engineering controls and good work practices
- c. Implementation of the lead hazard control plan

*employee P.L. 30 µg/l<sup>3</sup> scrapper in bucket 121*

### HOUSEKEEPING PROCEDURES

The Fox Island Community Center is located in an area open to the public. All work shall be performed in a manner that will not contaminate the ground and water in the work area. Surfaces will be maintained as free as practicable of accumulations of lead.

*= tarp ps*

#### Cleaning

The exposed soil and surface water where lead may accumulate shall not be cleaned by the use of compressed air or dry sweeping. Care will be taken at all times to reduce the generation of airborne lead dust.

*= keep wet?*

#### Vacuuming

Only HEPA filter equipped vacuums suitable for this project will be utilized. Used filters shall be disposed of as lead-containing waste.

No HEPA vacuum use is anticipated for this project.

## WORK PROCEDURES

Step-by-step description of the work procedures to be used follows:

- The work area shall be demarcated with appropriate signage and barrier tape prior to initiation of demolition activities.
- Volunteers will place plastic drop cloths below the work area. No torches, heat guns, grinders or sanders will be used on painted components. No methylene chloride chemical strippers will be used.
- Volunteers will use drop cloths or equivalent where feasible to control release of debris onto the ground and surface waters.
- Volunteers will use hand tools and scrapers to remove loose and flaking paint from wood siding.

= what?

construction  
authorized pers.  
only.

An official website of the United States government.

We've made some changes to EPA.gov. If the information you are looking for is not here, you may be able to find it on the EPA Web Archive or the January 19, 2017 Web Snapshot.

Close



## Renovation, Repair and Painting Program: Do-It-Yourselfers

Learn more about the requirements of the RRP rule

Lead Poison Prevention fo...

Although the Renovation, Repair and Painting Rule *does not apply* to homeowners renovating, repairing, or painting their own homes, do-it-yourself projects can easily create dangerous lead dust. Protect your family and home – set up safely, control the dust, and clean up completely.

Follow these safeguards to prevent lead dust from spreading throughout your home:

- Work safely
- Get the right equipment
- Follow good work practices
- Consider hiring a certified lead abatement contractor or inspector before you disturb paint
- Consider hiring a certified lead-safe RRP contractor to do the work

Learn more about how to make your home lead-safe.

### Work Safely

- Remove all furniture, area rugs, curtains, food, clothing, and other household items until cleanup is complete.
- Items that cannot be removed from the work area should be tightly wrapped with plastic sheeting and sealed with tape.



- Cover floors with plastic sheeting.
- If working on a larger job, construct an airlock at the entry to the work area.
  - The airlock consists of two sheets of thick plastic. One sheet is completely taped along all four edges.
  - The plastic sheet is then cut down the middle.
  - The second sheet is only taped along the top and acts as a flap covering the slit in the first sheet of plastic.
- Turn off forced-air heating and air conditioning systems. Cover vents with plastic sheeting and tape the sheeting in place with tape.
- Close all windows in the work area.
- If disturbing paint, when using a hand tool, spray water on lead-painted surfaces to keep dust from spreading.

## Get the Right Equipment

It is important to get the right equipment to protect you and your family from lead exposure.

- NIOSH-certified disposable respirator with a HEPA (High-Efficiency Particulate Air) filter (N-100, R-100, or P-100).
- HEPA filter-equipped vacuum cleaner. Regular household vacuums may release harmful lead particles into the air.
- Wet-sanding equipment (e.g., spray mister), wet/dry abrasive paper, and wet sanding sponges for "wet-methods."
- Two buckets and all-purpose cleaner. Use one bucket for the cleaning solution and the other bucket for rinsing. Change the rinse water frequently and replace rags, sponges, and mops often.
- Heavy-duty plastic sheeting and heavy-duty plastic bags.
- Tape. You will need tape to completely seal the plastic sheeting in place.
- Protective clothing. To keep lead dust from being tracked throughout your home, wear clothes such as coveralls, shoe covers, hats, goggles, face shields, and gloves or clean work clothes and launder separately.

## Follow Good Work Practices

Plan for and complete a home renovation, repair or painting project using [lead safe work practices](#).

## Consider Hiring a Certified Lead Abatement Contractor or Inspector

Anytime you cut into surfaces painted with lead paint, even if the paint is covered by layers of newer paint, you risk creating hazardous lead dust. You can reduce the risk of lead exposure in your home by hiring a certified lead inspector to check to see if there is lead paint in the area of your work. If there is lead, then you may want to have a trained and certified lead abatement contractor perform an abatement to remove the lead from the area before you begin work.

- [Locate contractors who perform lead abatement and inspection activities in your area.](#)

## Consider Hiring a Certified RRP Contractor

When you think you may have lead paint, it may be best to hire a trained lead-safe certified RRP contractor. These contractors have been trained in special methods to minimize dust and clean up thoroughly to reduce the chance of lead contamination.

- Locate contractors who are lead-safe certified in your area.

LAST UPDATED ON JANUARY 31, 2017

**Subject:** Subject July 9 Board mtg Irrigation of Sports Field

**From:** "James M. Braden" <jandcbraden@aol.com>

**Date:** 7/1/2020, 4:27 PM

**To:** teambeetham@gmail.com, n7nw.hal@comcast.net, Miguel@mtzfinancial.com, howard@stapletons.org, cwawro13@gmail.com, n7nw.hal@comcast.net, naomi0303@gmail.com, jandcbraden@aol.com, kmkretschmer12@gmail.com, ginamarieolson@comcast.net, howard@stapletons.org

FICRA and Trust Board members

I have mentioned in the past the option of putting an irrigation system onto the Sports Field. I have also talked to the Fox Island Mutual Water Association about this and gotten a positive response from them.

Today, I talked to Mike Ireland of FIMWA and they are holding a board meeting this evening. I asked Mike to re-confirm their agreement with such an undertaking.

If FIMWA and you all agree, I will proceed to engineer the basics of that in terms of physical design and water usage/cost and report back for Board agreement.

The intent, of course, is for us to water the field June, July, and August to make it attractive to sports use as well as eliminating the dust bowl we usually endure for the FICRA Fair.

A very rough estimate of cost to build is \$1,000 if our system is capable of the needed water flow. Mike has also rough estimated a water usage cost of \$1,500 for the three month period we would use it. Mike will address this cost with the FIMWA Board, too, to see if there might be cost relief to an organization serving the whole island.

The capital cost would come out of the undesignated capital in the Project Capital Expenditures report Designated Donations section (attached).

I respectfully request the Boards address this issue and advise their decision to approve going forward with the preliminary engineering at no cost.

Jim

— Attachments: —

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FICRATrustCapitalExpenditures2020-5-28JMBDRAFT.xlsx

14.5 KB

**FICRA Building Trust**  
**BOARD RESOLUTION**

SUBJECT: Designation of FICRA Building Trust Representative to Trust Sponsored Scouting Organizations  
RESOLUTION NUMBER: 2020-002  
ADOPTION DATE: July 9, 2020

WHEREAS, the FICRA Building Trust (Trust) is the Chartered Organization for several scouting units on Fox Island, including Pack 27, Troop 27, Venture Crew 27, and girls Troop 727; and

WHEREAS, the Trust requires a volunteer other than a scouting unit participant to represent the Trust with respect to the sponsored scouting units; NOW THEREFORE, BE IT RESOLVED that:

The Board of the FICRA Building Trust designates Jim Braden as the Trust's representative to Trust sponsored scouting units effective immediately and lasting through June 30, 2022. Jim Braden will be responsible for meeting BSA requirements for Youth Protection Training and will provide a copy of this certification to the Trust Treasurer.

This designation and requirements will be in effect upon Board approval of the Resolution.

Resolution Approved per Board Minutes of \_\_\_\_\_

\_\_\_\_\_  
Secretary, FICRA Building Trust Board of Directors (signature)