

**BAYSHORE BEACH CLUB, INC.
BOARD OF DIRECTORS MEETING**

Saturday, November 18, 2023 Agenda

Quorum

		Attending	Absent
Kenn Apel, Vice President	Division 1	_____	_____
Kate Guptill, Director	Division 1	_____	_____
Roger Smith, Director	Division 3	_____	_____
Josh Hanselman, Director	Division 4	_____	_____
Carolyn Gardner, Corporate Secretary	Division 5	_____	_____
Storr Nelson, Director	Division 5	_____	_____
William Nightingale, Director	Division 7	_____	_____
Michael Vest, President	Division 7	_____	_____

Approval of Minutes of October 21, 2023 Board of Directors Meeting

Members' Comment: Agenda Item Comments

Reports

- A. Financial report:** Carolyn Gardner, Secretary/Treasurer; **Report Submitted**
- B. Facilities:** Kirk McClain, Facility Manager, **No Report**
- C. Committees**
 - 1. **Planning:** Paul Williams, Chair; Roger Smith, Liaison; **Verbal Report (Actions)**
 - 2. **Long Range Reserve & Physical Assets:** George Kreesley, Chair; Storr Nelson, Liaison, **No Report**
 - 3. **Safety:** Chair needed, Josh Hanselman, Liaison; **Report Submitted (Actions)**
 - 4. **Policies and Procedures:** Kathi Lenz, Chair; Michael Vest, Liaison; **Verbal Report (Actions)**
 - 5. **Social:** Ila "Babe" Hamilton, William Nightingale, Liaison; **Report Submitted**
 - 6. **Communications:** Chair needed; Kate Guptill, Liaison; **No Report**
 - 7. **Budget/Finance:** Mary Lou Morris, Chair; Carolyn Gardner, Liaison; **No Report**
 - 8. **Canal:** Karin Couch, Chair; William Nightingale, Liaison; **No Report**
 - 9. **Sand Lobby:** Clark Schaefer, Chair; Michael Vest, Liaison; **No Report**
- D. Task Forces**
 - 1. **Beach Access Task Force:** Chair needed; Kenn Apel, Liaison; **Report Submitted**
 - 2. **Bylaws Task Force:** Elaine Ferguson, Chair; Kate Guptill, Liaison **Report Submitted**
 - 3. **Clubhouse Project:** Chair needed; **Verbal Report**
 - 4. **Virtual Voting Task Force:** Chair needed; Kenn Apel, Liaison; **Report Submitted**
- E. Motion to include all reports for minutes**

Unfinished Business

- A. Introduce Kirk McClain, new Facilities Manager
- B. Apartment Renovation
- C. Bylaws Next Steps

New Business

- A. none

Member Comments

- A. Clubhouse Renovation – Kelly Evans
- B. tbd

Motion for Executive Session

Adjournment

Zoom Link for Bayshore Board of Directors Meeting

Time: November 18, 2023, 1:00 PM Pacific Time

Join Zoom Meeting

<https://us06web.zoom.us/j/87921342571?pwd=bmo0dkxlbWVDTlJlMjRqOHY4TkNVZz09>

Meeting ID: 879 2134 2571

Passcode: 234446

BAYSHORE BEACH CLUB, INC.

MONTHLY REPORT TO BOARD

As of October 31, 2023 the 2024 Operating fund balance was \$124,223.91

As of October 31, 2023, Money Market reserve \$51,114.52

As of October 31, 2023, the Long Term (Cetera) reserve fund balance is \$371,975.56

As of October 31, 2023 the secure Money Market CD account is \$10,027.37

As of October 31, 2023 Long Term CD \$131,118.05

Accounts receivable balance as of October 31, 2023 is \$18,981.88

Current Liabilities including accounts payable and payroll related items total \$32,756.76 as of October 31, 2023

Contingency Fund balance as of October 31, 2023 is \$11,960.00

There were 6 property transfers in October.

The financial reports are prepared by:

Carolyn Gardner
Corporate Secretary
Board member from district 5

Bayshore Beach Club, Inc.

1512 N.W. Oceania Drive, Waldport, OR 97394

Phone: (541) 563-3040 Fax: (541) 563-6489

E-mail: office@bayshorebeach.com Website: bayshorebeach.com

Violation Complaint Form

Please Note: Members are encouraged to work out differences between themselves prior to filing a complaint. If no resolution is reached, members should file a completed complaint with the Planning Committee.

Date: _____

Location of Violation: _____

Div ____ Blk ____ Lot ____

Owner: _____

Date of Violation: _____

Describe Violation in detail:

What is your suggested resolution to this issue? _____

Have you sought to resolve this issue prior to filing this complaint? Yes ____ No ____

If so, what was the outcome? _____

Print name of person filing Complaint: _____

Address: _____

Signature: _____ Phone: _____

PLANNING COMMITTEE ACTION:

- Verbal contact made with the person making the Violation? Date _____
Yes ____ No ____ If yes, what was their response?

- Contact made by letter? Yes ____ No ____ Date _____

Further Action Taken

Date	Results of contact/notices and results

Safety Committee Report

November 12, 2023

Bayshore Beach Club, Inc

Board of Directors Meeting November 18th, 2023

The Safety Committee would like to nominate Sharon Pleu to be a committee member. Sharon was the Safety Manager at Hewlett Packard and has offered her experience to Bayshore.

The committee is working towards obtaining an electronic copy of the Bayshore Road District's traffic study that Paul Wellington presented at last month's meeting. The goal is to make this available to all Bayshore members.

Submitted by Joshua Hanselman, Board Liaison Bayshore Beach Club, Inc

Social Committee Report November 18, 2023 BOD meeting

Halloween Rock Painting/Pot Luck held on October 28, 2023 was a great success. We had 35 members attend, painting some great Halloween rocks and a huge variety of food. Lots of new members. So glad to see them all there and participating in some of our activities.

Upcoming events

Holiday Party December 16, 2023 5-9pm

5-6pm Registration – Christmas Photo's

6:00-7:30pm Dinner – Provided by the Social Committee

7:30-9pm – Social Time & raffle prizes

Seating is limited at this party – an RSVP is a must by December 5 to ensure your spot

Super Bowl Party - February 11, 2024 Details not yet determined

No action Items

Thank you

Ila (Babe) Hamilton, Chair

John Westhaver

Carol Westhaver

Wynell Elzega

Lynda Claro

Beach Access Task Force Report

November 2023

Members: Jana Hanford, John Westhafer, Kenn Apel (Board Liaison)

The members of the Task Force have been working on finalizing the information re: two options for creating access to the beach for individuals with mobility challenges. The first is a pathway to the beach using the 66C access point (northern part of Bayshore). This pathway may include a permanent boardwalk for 2/3 of the pathway, with the remaining 1/3 being made of [Mobi-Mats](#) (portable, roll-out mats). Another option is to make the pathway completely from Mobi-Mats. The members also investigated the specifics of having a [David's Chair](#) (motorized beach wheelchair) stationed near the clubhouse. As part of their research, the Task Force discussed with the Department of Parks and Recreation the permits that would be required for the pathway option. Please find the attached document for specifics on the two options. As mentioned in the document, future strategies, such as attempting to obtain a grant(s) to pay for most if not all of one of the options and/or seeking private donations, could be pursued.

Submitted by Kenn Apel

To: Bayshore Beach Club Board of Directors
 From: Bayshore Beach Club Beach Access Task Force
 Date: November 13, 2023
 RE: Potential Options for Beach Access for Individuals with Mobility Challenges

The Beach Access Task Force has gathered information on two possible means to provide access to the beach for individuals within our community who have mobility challenges. Specific information is provided below for the Board’s information. Should the Board decide one of these options is a viable means for providing access, the Task Force recommends that the Board attempt to seek funding to support it, via private donations and/or grant opportunities.

Pathway (Boardwalk or Mobi-Mats)	Motorized Beach Wheelchair (David’s Chair)
Will be open to members 24/7, 365 days a year. <ul style="list-style-type: none"> • Boardwalk - would be open 24/7, 365 days a year. • Mobi-Mat would be open 24/7 <u>during the season.</u> NOTE: Pathway will be open to general public and to multiple users.	Can be used all year round via checkout system. Must be checked out and in by an individual/staff member. Only a single user at a time. NOTE: Chair must be made available to general public but could give Bayshore members first choice.
No reservation needed.	Reservation needed.
Little impact on staff time.	Impact on staff time (to check in/out).
Will need to monitor boardwalk or pathway frequently re: sand on pathway.	Need to clean chair after each use (or daily use); Cleaning can be done with a leaf blower and/or hose.
Liability: Part of pathway on Bayshore property covered by Bayshore’s liability insurance. Liability for extension beyond Bayshore property is unknown.	Liability: covered by David’s Chair group.
<ul style="list-style-type: none"> • Boardwalk - No costs after installation other than maintenance issues (making sure sand is blown off and nearby plants are trimmed). • Mobi-Mats - Require laying out in early Summer/late Spring and then taking in after Labor Day or so. 	\$5K a year for professional maintenance and possibly use of website for registration. Bayshore cannot charge but <u>could</u> take donations for the chair’s use (e.g., \$10/use).
<ul style="list-style-type: none"> • Boardwalk option: Estimate at this point is \$33K which includes the boardwalk from road through dunes to edge of sand 	David’s chair is free (but need to pay maintenance fee above/year).

Pathway (Boardwalk or Mobi-Mats)	Motorized Beach Wheelchair (David's Chair)
<p>(250ft) as well as the addition of parking spaces.</p> <ul style="list-style-type: none"> • Mobi-Mats option: Estimate at this point is \$20,000, which includes 250 feet of Mobi-Mats from road and approximately 100' onto the beach as well as the addition of parking spaces. • Combination of boardwalk and Mobi-Mats option includes parking and approximately 100' of Mobi-Mat onto the beach: estimate is \$37,000. • For either option using a boardwalk: One additional will be the charge for the design and preparation of drawings for boardwalk: Cost estimate = \$1,500. 	
<p>If Mobi-Mats are used, must have place to store during non-Summer months. One option might be clubhouse garage.</p>	<p>Chair could be housed in the Bayshore garage, so easy access to electrical outlet and no need to set up storage shed.</p>
<p>No current parking space for multiple cars (individual with mobility challenges, family, friends). Adding additional parking space is built into the cost estimate above (roughly \$2,000).</p>	<p>Plenty of parking available.</p>
<p>Will be open to all individuals/general public.</p>	<p>Will be open to all individuals/general public.</p>
<p>Required Department of Parks and Recreation permit: Shoreline Alteration Permit - Requires drawings, specific justification for why Bayshore wants to build the boardwalk (a narrative, showing the materials Bayshore intends to use), a 30 day public review, and purchase of the permit. Cost of the permit is 3% of the construction value for the boardwalk and an additional \$400. That is a one-time fee. The permit is good until, basically, the boardwalk is no longer viable.</p>	<p>Required Department of Parks and Recreation permit: Ocean Shore Permit - Requires completion of "less time consuming" paperwork and \$100 annual fee.</p>

Bylaws Task Force Report

November 7, 2023

In attendance: Gary Brown, Elaine Ferguson, Kate Guphill, Kathi Lenz, Storr Nelson, Debbie White

The Bylaws Task Force met to discuss their staggered review of the HOA attorney's tweaks to the revised Bayshore Bylaws, which we received 9/20/2023.

The Task Force discussed the following:

1. Article I, Section 2: Task Force agrees to recommended change to omit Section 2 (Corporate Seal). This was a new change that the Task Force had not suggested.
2. Article II, Section 2: Task Force would like a rationale for omitting a way to change the HOA's purpose statement
3. Article III: attorney suggested small changes making the wording more legalese. The Task Force seeks to simplify with more common synonyms.
4. Article VIII, Section 5: attorney suggested a lengthy addition regarding voting by jointly owned lots, tracts or parcels which, in the view of the Task Force, is too detailed and not enforceable.
5. Article VIII, Section 8 regarding use of proxies at BoD meetings. We like it!
6. Formulated questions to be discussed with the HOA President
7. Set a schedule for a continued staggered review
 - December: Articles IV & V
 - January: Articles VI & V
 - February: Articles IX & X
 - March: Articles XI & XII
8. Scheduled future meetings

Next meeting December 4, 2023

Respectfully submitted,

Elaine Ferguson Chair
Bylaws Task Force 2022-2023

Virtual Voting Task Force Monthly Report

November 2023

Members: **Pat Gagnon**, Norm Fernandes, Dan Gardner, Kate Lansing. Board Liaison: Kenn Apel

The Task Force held another mock meeting to practice new strategies that could be used to register members at a Members Meeting for voting on a motion from the floor. The Task Force wishes to thank those members who volunteered to help with this meeting, including Lynda Apel, Paula and Tim Brubaker, Jon French, Trish Ferrel-French, Carolyn Gardner, Joanne Herrera, Kathi Lenz, Vivian Mills, Pam Sturgeon, and Bill Uhlman. The Task Force learned some additional strategies they could use for the process or modifications they could make to the current process. The plan is to have the primary people involved (Pat Gagnon, Lynda and Kenn Apel) practice the new procedures and then ask for volunteers for a third practice/mock session.

Submitted by Kenn Apel