

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

Saturday, February 17, 2024 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 January 20, 2024 Board of Directors Meeting
Approval of Minutes of February 3, 2024 Special 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; **Report Submitted: 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; **No Report**
 - 5. **Social:** Ila "Babe" Hamilton, William Nightingale, Liaison; **No Report**
 - 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**
 - 10. **Nominating:** Melody Brown, Chair; Kenn Apel, Liaison; **Report Submitted: Discussion**
 - 11. **Election:** tbd, Chair; Carolyn Gardner, Liaison; **Seeking Volunteers by March**
- D. Task Forces**
 - 1. **Beach Access Task Force:** Chair needed; Kenn Apel, Liaison; **Report Submitted**
 - 2. **Clubhouse Project:** Chair needed; **No Report**
 - 3. **Virtual Voting Task Force:** Chair needed; Kenn Apel, Liaison; **No Report**
- E. Motion to include all reports for minutes**

Unfinished Business

- A. Draft Bylaws Updates (defer to end of meeting after member comments)

New Business

- A. Grant Opportunities

Member Comments

- A. tbd

Draft Bylaws

- A. Updates & comments based on draft from February 3, 2024 Special BOD Meeting
 - a. Return annual dues increase limit back into Bylaws?
 - b. Move to mail-in ballot only system?
 - c. Member protections?
 - d. Others?
- B. Motion to send draft to attorney for review

Motion for Executive Session (if needed)

Adjournment

Zoom Link for Bayshore Board of Directors Meeting

Time: February 17, 2024, 1:00 PM Pacific Time

Join Zoom Meeting

<https://us06web.zoom.us/j/84030658565?pwd=kbsfpRg7BJMhtbQSz5Ef9qiV6S7uhn.1>

Meeting ID: 840 3065 8565

Passcode: 97394

BAYSHORE BEACH CLUB, INC.

MONTHLY REPORT TO BOARD

As of January 31, 2024, the 2024 Operating fund balance was \$81,374.69

As of January 31, 2024, Money Market reserve \$51,114.52

As of January 31, 2024, the Long Term (Cetera) reserve fund balance is \$372,457.26

As of January 31, 2024, the secure Money Market CD account is \$10,043.74

As of January 31, 2024, the Long Term CD \$132,086.13

Accounts receivable balance as of January 31, 2024 is \$14,769.21

Current Liabilities including accounts payable and payroll related items total \$19,664.59 as of January 31, 2024

Contingency Fund balance as of January 31, 2024 is \$11,960.00

There were 3 property transfers in January.

The financial reports are prepared by:

Carolyn Gardner
Corporate Secretary
Board member from district 5

Planning Committee Report to the Board of Directors, February 17, 2024

- 1) Report covers: January 23 & February 8, 2024
- 2) Planning Committee Update
 - a) Since the last report, the PC has moved our meetings to **Thursdays** to accommodate 2 new members. We will continue to meet every other week until March 7th from 9-11am in the clubhouse.
 - b) The Planning Committee will meet on the following dates: Feb. 22nd & March 7th. Guests are welcome to attend.
- 3) Since last report:
 - a) Construction: (approved)
 - a. Houses: 0
 - b. Fence: 1
 - c. Shed: 1
 - d. Dog Run: 1
 - b) Construction: (Submitted – Not approved/missing Information)
 - a. Houses: 2
 - b. Height Variance Request: 1
 - c) Complaints filed: (new/ongoing)
 - a. RV: 0/1
 - b. Trees: 0/1
 - c. Scotch Broom: 1/1
 - d) Complaint Letters Sent:
 - a. Informational: 2
 - b. Notice of Violations: 4
 - c. Notice of Fine: 4
 - i. In process of resolving: 2

Action items this month.

1. Need BOD approval for a \$250 fine for unlawful RV parking and usage. All letters have been sent out with no responses. House is currently in probate and the office was directed to send all communication to the attorney.
2. Motion to expand committee size to over 5 members. PC must consist of no less than 3 members (in good standing) to constitute a quorum. Due to the difficulty of getting members to volunteer, we should not limit the number of members to serve on committees. **This is aligning with our proposed bylaws.**
3. Motion to add 2 new members to the Planning Committee: Mark Mugnai & Gary Brown.

Report submitted by Bayshore Planning Committee: Jeri Reinhart, Mark Thompson, Roger Smith (BOD Liaison), & Paul Williams (Chair)

Safety committee notes for Feb 17th meeting

Safety Committee would like to submit David Smith for consideration to join the committee.

Safety committee meeting in person in January was cancelled due to illnesses.

Safety committee will be working with The Breeze to put out safety related articles.

Safety committee would like to research a backup generator (propane?) for the clubhouse to enable safe/warm gathering place.

Possibly a phone tree of households that may need additional assistance in outages or when other unforeseen issues arise. Community safety volunteers could check up on these neighbors when things are going sideways.

Jan/Feb 2024

Joshua Hanselman

Minutes of Nominating Committee

February 1, 2024

In Attendance: Patty Bozanich, Melody Brown, and Kenn Apel (Board Liaison to Nominating Committee)

1. Melody Brown was chosen to serve as the chair of the committee.
2. The committee members signed the Bayshore Ethics Statement. Additionally, all on the committee agreed to keep all information they gathered on candidates confidential until the names are announced at the April 2024 Board of Directors meeting.
3. Several recruitment and application documents from previous years were modified and brought up to date for the current year. These included:
 - a. The application form,
 - b. Information on the open seats for next year's Board of Directors (see third page of these minutes), and
 - c. Modified language for the recruitment postcard.
4. Three other documents were developed:
 - a. Language to post on the Board of Directors' Facebook page that provides information on how to request an application,
 - b. A second Breeze article, and
 - c. A flowchart to be used by the Bayshore office that represented the process for sending out application documents.
5. March 29th at 2pm was the date and time set for applications to be received.
6. As a whole, the Committee intends to recruit candidates for the Board by providing information in the Breeze, via an email from the Bayshore office, via postcards sent via USPS mail, and a posting on the Board's Facebook page. The Committee members also will encourage members to run when interacting with them in person.
7. The Committee set a meeting date of February 5th at 12:00pm to meet with Kathy Drossel in the Bayshore office. The following topics will be discussed:
 - a. Determining the process for providing the printer the modifications to the postcard and then ordering the postcards to be made,
 - b. Requesting that Kathy develop names/addresses of members for the purpose of sending out postcards to members, and
 - c. Describing the process for how Kathy will determine whether applications are sent out to members requesting them (i.e., first determining the member is in good standing).

Minutes of Nominating Committee

February 5, 2024

In Attendance: Patty Bozanich, Melody Brown, Kenn Apel (Board Liaison to Nominating Committee); Kathy Drossel (guest; Office Coordinator)

The Nominating Committee met with Kathy Drossel, Office Coordinator, to discuss the process for providing application forms for those interested in running for a Board of Directors position. Kathy was provided, both in hard copy and in electronic form, a copy of the application form, a document re: the open seats for the Board, an email to send to members notifying them of the open positions, and language for modifying last year's postcard that went out to members re: Board open positions. Melody Brown, the Nominating Committee's chair, will be the point of contact between the Nominating Committee and Kathy.

Both set of minutes respectfully submitted,

Kenn Apel, Board Liaison

Information on Open Seats for the Board of Directors (2024)

The Bayshore Nominating Committee is preparing for the annual nomination of candidates for the Board of Directors (BOD) elections at our 2024 Annual Members Meeting on May 18, 2024. Per the Bayshore Bylaws, Article IV, Section 1: ***All Divisions shall be represented on the Board if possible, with not more than two Directors from any one Division.***

For the 2024 Bayshore Board of Directors elections, we have the following openings:

- We have 3 Director positions, all of which are full 3-year terms (2024-27). We have one position for an unfilled term from last year (2023) which is for two years (2026).
- We will have openings in every division. Currently, there are no directors in Divisions 2 and 6. The remaining Divisions (1, 3, 4, 5 and 7) have a director continuing for the upcoming Board year.

Determination of which Directors would be elected to the full 3-year terms will depend on the response we get from membership wanting to run (either by completing the nomination process by the March 29, 2024 at 2:00PM date, or from a floor nomination at the Annual Members Meeting). *Per our Bylaws, the election process prioritizes getting representation from as many Divisions as possible, regardless of the highest number of votes.* This means that:

- if a member from Divisions 2 and/or 6 run, they will automatically be elected and take one of the 3-year terms. If more than two candidates run from one of those Divisions, the candidate with the highest number of votes will automatically be elected. Any remaining candidate from Divisions 2 and/or 6 will be elected as stated next.
- if at least one candidate runs from ***any of the other*** open Divisions (1, 3, 4, 5, and 7, and possibly 2 and 6) as a second candidate from that Division), the candidate with the highest number of votes will be elected to represent his/her Division. No other candidate(s) (if any) from this Division would be elected to the BOD.

Should enough candidates run to fill all four open positions, then the following will occur regarding who is assigned the one, two-year term:

- Any candidate from Divisions 2 and 6, who is automatically elected, will receive one of the 3-year terms.
- For the remaining seats, the candidates with the highest number of votes will be assigned to the remaining 3-year terms, in order. Should there be enough candidates to fill all four positions, the last candidate elected will be assigned to the 2-year term.

If any Director seats remain open, the BOD may consist of less than 9 elected seats. At a later date, the BOD could choose to appoint someone for the open seat(s) until the 2025 Annual Members Meeting or leave the seat(s) open.

Hopefully this highlights how the election process will occur. It would be ideal if Bayshore had directors from each Division represented on the BOD.

Beach Access Task Force Report

February 6, 2024

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

The Task Force has decided to put a hold on any further investigations into possible beach access options (e.g., pathway, motorized beach wheelchair) until the Board has made a decision re: the renovation of the clubhouse, given the costs associated with that project. In the meantime, it is important to note that there now are David's Chairs (<https://davidschair.org/>) in both Florence and Newport if people are interested in their use.