

Bayshore Beach Club, Inc.
Board of Directors Meeting
August 20, 2016
AMENDED

In attendance:

Skip Smith, President	Division 3
Mark Mugnai, Vice President	Division 6
Pat Johnson, Director	Division 1
Walt Goodin, Director	Division 1
Terri Pina, Director	Division 2
Ron Lappi, Director	Division 4
Ann Turner	Division 7

Board President, Skip Smith, called the meeting to order at 1:02 pm and led the Pledge of Allegiance. A quorum was confirmed by Kathi Loughman.

Approval of Minutes

President Smith asked if there were any changes that needed to be made to the minutes of the July meeting. There were none, and the minutes were accepted without any changes.

Good of the Order

- A. Certificate of Service for Patti Pipes, Director/Corp. Secretary 05'2015-06'2016 was given to Kathi Loughman. She is to contact Patti and let her know it's available in the office.
- B. There are two vacancies on the Board of Directors. President Smith asked if there were any volunteers from the audience to serve as a Director. There was no response.
- C. President Smith then addressed the latest email incident. He explained the mistake and apologized, and stated that hopefully the list will not be used in the future.

REPORTS

Financials

Accountant Jerry Musial presented. As of 6/30/2016 Bayshore's operating capital was \$251,160.77. Part of that is \$27,009.64 carry over from the last fiscal year. He stated that this is not a large surplus and that Bayshore has a "pretty tight budget." \$5,000.00 each was moved to line items for boiler room repair and garage repair. \$10,000.00 was moved to the contingency fund. He informed the Board that \$1,623.36 is remaining in the Mackey Park fund and suggested moving that to the permanent reserve fund. There is \$126,150.00 in the permanent reserve fund now. There is no extra money. One bad thing would wipe it out. There are not a lot of extra funds. He then reported that Bayshore had received approximately \$1,000.00 in donations this year, down from last year. Notices were sent out with late fees included. He reported that checks dated in June were received in August. They will not be removing the late fees from accounts whose checks were received in August. He suggested that another Director needs to be able to sign checks. President Smith then requested that Jerry go over what committees can do re: releasing funds. Jerry replied that anything over \$500.00 needs to go the Board of Directors for approval. If the amount is under \$500.00,

Legend for Motions

M -Motion	S -Second
P -Passed	F -Failed
W -Withdrawn	A -Amended

budgeted and for day-to-day expenses, it's alright to pay. Director Mugnai inquired about emergencies. Jerry informed him that in those instances the funds would come from the contingency fund. President Smith thanked Jerry Musial for his report.

Planning Committee

STATS

TREES

Summary

4 Complaints

2 Info letters to complainants

1 Info letter

3 NV letters

3 Responses

0 Completions

VEHICLES

Summary

1 New Complaint – RV

3 Info letters – RV

1 NV letter – RV

6 Emails regarding RV

1 Completion

OTHER

Summary

1 Dog complaint

4 Emails regarding dog

1 Phone call regarding dog

1 Complaint – unkempt property

1 NV – unkempt property

Email regarding fires on property/beach

1 Phone call regarding fires

CONSTRUCTION

Summary

2 New homes – approved

1 Multiple improvements – approved

2 Fence – approved

1 Roof – approved

1 Concrete pad – approved

1 Wind break – approved

1 Concrete pad, driveway and parking area – approved

1 Info letter – regarding parking for new construction

21 In Progress

3 Completions

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W-Withdrawn **A**-Amended

PERMITS
Summary
1 RV – approved

NOXIOUS WEEDS
Summary
66 Completions
7 Sprayed
2 Info letters
1 NV letter
6 NF letters

Mary Lou Morris informed the Board that it has been a busy month and that Bayshore member Robin Adcock has been attending Planning Committee meetings for the past three weeks. Mary Lou requested Board approval for Robin to be appointed as a member of the Planning Committee. Robin then gave a brief background of her experience, stating that she has retired from many years of public service and that this was the friendliest Board meeting she'd attended in a long time.

MSP

Director Mugnai moved to appoint Robin Adcock as a member of the Planning Committee. The motion was seconded.
Motion passed unanimously.

Mary Lou Morris then reported that the Scotch Broom and blackberries had been removed from both playgrounds for a total cost of \$250.00 for both playgrounds.

Mary Lou then requested that the Board approve a fine. She stated that there has been much communication with this property owner since approximately 2014. There has been no response to tree violations which resulted in previous fines. The house is now in disrepair and there have been no responses to letters regarding the matter. The Planning Committee requests Board approval for a \$100.00 fine.

MSP

Director Johnson made a motion to approve the requested \$100.00 fine and it was seconded.
Motion passed unanimously.

Physical Assets Committee

Janet Golway presented.

- A. Sign on pool fence, east side: sign can be replaced with 25" polyurethane letters for \$1,788.00. There was a discussion on whether or not the sign needs to be replaced or if it should just be repaired.

MSP

Director Mugnai moved, and it was seconded, to table the sign issue until the September 2016 meeting.
Motion passed unanimously

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- B. Janet reported that the upstairs clubhouse windows had been replaced.
- C. Beach access poles

MSP

Director Mugnai moved, and it was seconded, to approve the purchase and installation of two sets of beach access signs and poles for a cost not to exceed \$675.00. Discussion followed. Motion passed unanimously.

- D. Roof crickets/rusty vent pipes

MSP

Director Lappi moved, and it was seconded, to approve the replacement and/or repair of the crickets and rusty vent pipes on the clubhouse for a cost not to exceed \$700.00. Motion passed unanimously.

- E. There was discussion concerning dry rot and eave repair for the clubhouse. It was decided that the work could be combined with repair/replacement work needed to be done on the east side deck, along with picket and stair replacement. Committee to contact contractors and solicit bids.
- F. East parking lot gravel dependent on Seal Rock Water Project completion and/or equipment removed from east lot.
- G. Flooring for the office and hall: the committee recommends postponing this until we replace the floor in the recreation room. Believes the roof on the boiler room/garage is needed before repair to the boiler room/garage area. The Board accepted the committee's recommendation.

MSP

Director Mugnai moved, and it was seconded, to have the Physical Assets Committee acquire bids for a new roof for the boiler room/garage. Motion passed unanimously.

Marcella Brodowy volunteered to join the Physical Assets Committee.

MSP

Director Lappi moved, and it was seconded, to appoint Marcella Brodowy to the Physical Assets Committee. A discussion followed.

- Yea votes: Ron Lappi
Pat Johnson
Mark Mugnai
Skip Smith
- Abstained: Terry Pina
Ann Turner
Walt Goodin

Long Range Reserve Committee

Chair, Terry Pina, announced that there has not been a recent meeting, and that the Committee only meets once or twice each year.

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MSP

Director Mugnai moved, and it was seconded, to appoint Ron Lappi to the Long Range Reserve Committee.

Motion passed unanimously.

Safety Committee

Chair Melissa Chowen presented. All members of the Safety Committee are also CERT members. The committee recommended that Bayshore accept the CERT proposal presented at the August meeting, which was to “give Bayshore \$1,500 worth of emergency preparedness supplies if Bayshore uses those supplies in an emergency preparedness cache. This requires Bayshore to purchase a container to store the supplies and designate and prepare an area of Bayshore property to place to the container. A list of the supplies was provided [in the original proposal], along with information on a container and necessary ground preparation.” The committee is willing to spearhead and maintain the project, and asked for a decision today. Discussion followed, with questions from the Board as well as from audience members.

MSP

Director Turner moved, and it was seconded, that Bayshore allocate \$3,615.00 to fund the CERT proposed cache and allow placement on Bayshore property. Discussion followed.

Motion passed unanimously.

Sand Lobby Committee

Gary Prothero presented, stating that the committee continues to try to meet with state officials. They anticipate a meeting to discuss long term solutions. The committee encourages everyone to read Goal 18 in the Dune Management Plan. Gary stated that they should have some answers by Christmas regarding permission to move sand and where it can go.

MSP

Director Johnson moved, and it was seconded, to approve the letter of support for the Sand Lobby Committee from the President and the Board of Directors. Discussion followed.

- Yea votes: Mark Mugnai
- Pat Johnson
- Ron Lappi
- Walt Goodin
- Terry Pina
- Abstained: Ann Turner

Communications Committee

Bob Mowrer presented. He stated that the recent survey “suggests members need more information to better understand and appreciate what our committees do for Bayshore.” He then outlined the committee’s plan to better inform members of what the Board and the committees are doing in future Breeze articles, focusing on one committee at a time.

Policies and Procedures Committee

Vacant

Social Committee

Vacant

Legend for Motions

- M**-Motion **S**-Second
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- W**-Withdrawn **A**-Amended

OLD BUSINESS

Moving money to contingency fund

Director Pina moved, and it was seconded, to move \$10,000.00 to the contingency fund. Motion passed unanimously.

Bids for drainage ditch clean up

Director Johnson informed the Board that the Planning Committee had received one bid to clean up the drainage ditch. The bid was from Darrin Goodrick and was for \$2,600.00. Two others contacted for bids said it too big a job.

MSP

Director Johnson moved, and it was seconded, to award the ditch clean up job to Darrin Goodrick.

Motion passed unanimously.

Tennis court backboard

At the August meeting, a member had inquired about a backboard at the tennis court, stating that there used to be one there. Discussion revealed that no one present could remember a backboard.

CERT Proposal

This was discussed and voted on during the Safety Committee's report.

Canal Erosion

There was a discussion concerning this issue, in which it was stated that there seems to be a problem with the entire bay. The bay's tides and surges have changed with tides coming in at different angles, and this may not be just a canal issue, but a symptom of a bigger problem.

At this point, 3:35 pm, Director Walt Goodin left the meeting.

MSP

Director Lappi moved, and it was seconded, to have Kathi Loughman, with possible assistance from Norman Fernandes and others, research and review information into past canal records relative to the current issue.

Motion passed unanimously.

MSP

Director Lappi moved, and it was seconded, to have President Smith contact our attorney requesting a timely opinion as to Bayshore's role and responsibility/liability relative to the canal, piping and improvements.

Motion passed unanimously.

NEW BUSINESS

Amendment to Policies and Procedures

President Smith made the motion, and it was seconded, to revise Policies and Procedures B-2, Duties and Responsibilities of the Board of Directors, Duties of the President, by deleting item 7:

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“In the event of a tie vote, President votes on matters coming before the Board.” Discussion followed.

Yea votes: Mark Mugnai
Pat Johnson
Ron Lappi

Abstained: Terry Pina
Ann Turner

Elect Corporate Secretary

Director Johnson volunteered to serve as Corporate Secretary to the Board of Directors.

MSP

Director Turner moved, and it was seconded, to elect Director Johnson as Corporate Secretary to the Board of Directors.

Motion passed unanimously.

Approve third Board Member as check signer

Director Turner moved, and it was seconded, to appoint Corporate Secretary Pat Johnson as additional signer on the checking accounts.

Motion passed unanimously.

Flex hours for Office Manager/Secretary-Treasurer

President Smith moved, and it was seconded, to allow flex hours for the Office Manager/Secretary-Treasurer so as to allow her to deal with family health concerns.

Motion passed unanimously.

The Board Members thanked the Office Manager for agreeing to continue working with a flexible office schedule, and she thanked the Board for their understanding and consideration.

Annual Members' Meeting

President Smith made the motion, and it was seconded, to contact the attorney to advise the Board as to what business and actions can be considered at the Annual Members' Meeting.

Motion passed unanimously.

Just prior to adjournment, Director Lappi distributed a letter to the Board in which he tenders his resignation from the Board of Directors, effective September 17, 2016, due to family health concerns.

The meeting was adjourned at 4:03 pm.

Minutes prepared by Kathi Loughman

Legend for Motions

M-Motion **S**-Second
P-Passed **F**-Failed
W-Withdrawn **A**-Amended