

Bayshore Beach Club, Inc.
Board of Directors Meeting
October 15, 2016

In attendance:

Skip Smith, President	Division 3
Pat Johnson, Vice President	Division 1
Julie Sedlachek, Corp. Sec.	Division 4
Mel Blecher, Director	Division 4
Mike McReynolds, Director	Division 6

Absent:

Terry Pina, Director	Division 2
Ann Turner, Director	Division 7

Board President, Skip Smith, called the meeting to order at 1:00 pm and led the Pledge of Allegiance. Corporate Secretary, Julie Sedlachek, verified that a quorum was present.

Approval of Minutes

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

Good of the Order

President Smith reported that an inventory of personal/moveable property has been completed by the staff and stated that a list of what Bayshore owns is now available. He then reviewed a Planning Calendar for recurring Board action items. He reported openings for two Directors and called for volunteers from Division 5 which is not currently represented on the Board. All other Divisions, except for Division 4, also have an opening on the Board. There was discussion on whether there is a reason to change Bayshore's fiscal year from July-June to January-December, thereby giving the existing Board of Directors a chance to approve the budget. The pool attendants were given the performance bonuses as requested, but they had to be considered payroll with adjusted taxes. He recognized the Breeze and Safety Committee for highlighting October as Fire Prevention Month. It was also noted that the three new Directors need to undergo orientation. Mary Lou Morris will work something out, to be determined based on availability of Directors and presenters.

REPORTS

Financials

Jerry Musial presented the financial report. Bayshore is still within its budget. Eleven (11) accounts are past due on the dues for this year and liens are ready to be filed. Six (6) accounts are in collection. American Equities (6 lots) has received fines and the case is with our attorney. Fines are adding up. Jerry recommends this account go to Vial-Fotheringham to collect the monies due.

Legend for Motions

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W -Withdrawn	A -Amended

Director Blecher talked about a financial review of Bayshore books and asked when it was last done. They were last reviewed in 2004. It is not required per policy as Bayshore is a non-profit corporation.

MSP

Director Blecher made the motion, and it was seconded, to ask the Policies and Procedures Committee to do away with any requirements regarding financial reviews.
Motion passed unanimously.

Planning Committee (Mary Lou Morris, Co-chair; Norman Fernandes, Co-chair, Pat Johnson; Robin Adcock)

STATS 9/07/2016-10/10/2016

TREES

Summary

2 New complaints, determine property line before notification

4 Complaints in progress

2 Notice of Fine letters

2 Appeals

0 Completions

VEHICLES

Summary

1 Complaint, flatbed trailer

1 Notice of Violation letter sent

OTHER

Summary

3 Complaints, unkempt lot same property

1 Notice of Violation letter sent

1 Complaint, basketball hoop laying on ground

1 Notice of Violation letter sent (combined with flatbed trailer)

1 Complaint, clogged culvert (committee investigating)

1 Complaint, unkempt lot in progress

CONSTRUCTION

Summary

Approved – 2 sheds, 1 replace siding/repaint, and 1 repaint house

20 In progress

6 Completions

PERMITS

Summary

0 Approved

Legend for Motions

M-Motion **S**-Second

P-Passed **F**-Failed

W-Withdrawn **A**-Amended

NOXIOUS WEEDS

Summary

92 Notifications

82 Completions

2 New complaints, investigated and determined to notify in spring (already cleared this year)

2 Response letters to complaints

Ditch, in progress

Mary Lou Morris presented two (2) appeals of violations regarding removing and/or trimming of trees on Oceanview. She asked the Board to decide if the trees needed to be trimmed or if the Committee should proceed to the next step of the violation, which would be a Notice of Fine.

MSP

Director Blecher moved, and the motion was seconded, to notify the requestors of the appeals that the Board has considered the appeals, but feels that the C & Rs must be enforced to restore the view(s). Discussion followed in which it was pointed out that only original trees are protected.

Motion passed unanimously. The Board will send a letter to the members explaining that the appeals were denied.

MSP

Corp. Sec. Sedlachek made a motion, and it was seconded, to give the members 21 days after the letter has been sent to complete the request.

Motion passed unanimously.

Mary Lou Morris then reported that the Planning Committee was requesting that a quorum for the Planning Committee be half of the Committee membership. Vivian Mills of the Policies and Procedures Committee explained that the Bylaws, Article 5, Section 5 state that "a majority shall constitute a quorum." The request was therefore denied.

Physical Assets Committee (Janet Golway, Chair; Marcella Brodowy; Jesse Thomas, ex officio)

Janet Golway presented. She reported the findings of the inspection of the garage/boiler room done by Spyglass Home Inspection. Regarding the roofing, Best Roofing replaced the existing roof on the clubhouse and garage in 2000 and will provide a bid for the roof repair of the garage/boiler room. After meeting with the Committee the owner of Best Roofing certified that the roof is in good shape and should last at least ten (10) more years. Best Roofing will be sending a letter with their recommendation for the repair of the roof along with a copy of the information regarding the roof replacement in 2000. The Committee requested the purchase of a new pool heater to be installed next May, after the necessary repairs are completed. The Committee will write up specifics for the roof repair and bring them to the November meeting. All roof repairs will comply with current regulations.

Lincoln Glass Company provided a bid to install a 90-minute Fire Rated Door between the recreation room and the caretakers' apartment for \$1239.14. Other vendors contacted sold doors but did not install them. The Board had approved the purchase/installation of a fire door in the amount of \$900.00 at the September Board meeting.

Legend for Motions

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

MSP

Corp. Sec. Sedlachek moved, and the motion was seconded, that additional funds (in the amount of \$339.14) be approved for Lincoln Glass to install the 90-minute Fire Rated Door. Motion passed unanimously.

Beach access signs are being ordered by Jesse Thomas through the Oregon Parks and Recreation Department.

Recommendation from Vision Builders regarding garage/boiler room repair was to use a “time and materials” process rather than a bid. With the many variables indicated by his inspection and by Spyglass he felt this process would protect Bayshore and his company, referring to his reputation for being quick, and fair in his billing. A bid for the repair of the stairs, pickets, and wood rot by the north upstairs door should be coming from Vision Builders soon.

President Smith had questioned if Bayshore’s water quality should be tested. Marsha Heuer-Thomas informed the Committee and President Smith that the pipes into the clubhouse are either copper or PVC and should not be a problem. Bayshore’s water comes from Seal Rock Water Department and quality should already be tested.

As of October 5, 2016 the tennis court repair company hired by Bayshore, Cushion Tennis Courts, plans to review the current tennis court condition when weather permits.

A plumbing contractor has not been contacted to date to review the drains in the boiler room pool area as approved at the September meeting.

Long Range Reserve Committee (Terry Pina, Chair; Marcella Brodowy; Ron Lappi; Jesse Thomas, ex officio)
No report.

Safety Committee (Melissa Chown, Chair; Judith McNeil; Mike McReynolds)

The Committee reported on the emergency preparedness cache and container. The Committee recommends that the cache not be placed in the center of Hilton Park. The Committee anticipates using the central area as a gathering place to get people out of the inundation zone. The Committee recommends the original site be used. It will cost \$1600.00 to level, pack, add railroad ties and have the cache delivered and placed. Cache container now costs \$3,000.00+.

MSP

Director Blecher made a motion, and it was seconded, to approve selection of site as originally laid out by the Safety Committee at the NE corner of Hilton Park. Motion passed unanimously.

The Memorandum of Understanding (MOU) was discussed. It states that Bayshore would own the cache and be responsible for it. The Committee will provide recommendations for best use.

MSP

Corp. Sec. Sedlachek moved, and the motion was seconded, that President Smith sign the MOU. Motion passed unanimously.

Safety Committee member Judy McNeil will get at least two bids for site preparation by the next Board meeting.

Legend for Motions

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

Bayshore Sand Lobby (John Smith, Chair; Janet Golway; Gary Prothero)

John Smith presented. He reported that both Onno Husing (Lincoln County) and Jay Sennewald (Oregon State Parks) confirmed that they are in full agreement with sand removed from the road should not be placed on the beach due to probable contamination and will fully support a Goal 18 exception application. Members can do remedial clearing around their houses. Permits can be obtained for larger areas. Bob Mowrer will include this information in the next issue of the Breeze.

Jay Sennewald stated that Oregon State Parks is monitoring fore-dune grading very closely and will cite violators as appropriate. Fines could reach \$10,000.00 per day for non-compliance.

Onno Husing confirmed that Laren Woolley has retired and is being replaced with a new representative from Oregon Dept. of Land Conservation and Development, Meg Gardener.

All previous requests for information, definitions, and comments to Lincoln County are still outstanding. We are pursuing this on a weekly basis.

Communications Committee (Bob Mowrer, Chair; Margaret Partlow; Lee Davis)

Bob Mowrer reported that the Committee has been investigating ways to get the Breeze to members who do not have email. It is probable that members can have the Breeze mailed to them for approximately \$44.00/year. Possibly 600 members are affected.

Policies and Procedures Committee (Bobbie MacPhee, Vivian Mills, Skip Smith)

The Committee has reviewed, addressed and made recommendations regarding Policies and Procedures actions from August 2014 to June 2016, the time period when a valid committee did not exist. They are seeking Board approval for recommended changes.

MSP

It was moved and seconded to approve Section E-2, Job Description - Secretary/Treasurer (Office Manager) and Job Description – Independent Financial Contractor as currently in the Policies and Procedures Manual, as recommended by the Policies and Procedures Committee. Motion passed unanimously.

MSP

It was moved and seconded to separate the Job Description – Independent Financial Contractor from Policies and Procedures Manual E-2 and designate it E-2a, as recommended by the Policies and Procedures Committee. Motion passed unanimously.

MSF

It was moved and seconded to seek attorney's advice on "Policies and Procedures, M-1, Membership Cards and Club Privileges, 10. Members are allowed to bring their own alcohol to Bayshore sponsored events for their own consumption," as recommended by the Policies and Procedures Committee.

Motion failed. No further action requested.

Legend for Motions

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MSF

It was moved and seconded to forward to the Bylaws Committee to consider changing the Bylaws regarding staggered terms for Directors and to consider that when the Bylaw change is requested, the term limits should be two (2) years instead of three (3) years, as recommended by the Policies and Procedures Committee.

Motion failed. No further action requested.

MSP

It was moved and seconded to approve the current text of Policies and Procedures, C-7 and add the words “Long Range” to the name of the committee, as recommended by the Policies and Procedures Committee.

Motion passed unanimously.

MSP

It was moved and seconded to delete the verbiage in Policies and Procedures, Social Committee, C-5, Mission Statement: “The next meeting of the committee is . . .” as recommended by the Policies and Procedures Committee.

Motion passed unanimously.

MSP

It was moved and seconded to delete verbiage in Policies and Procedures, Social Committee, C-5, Mission Statement: “The committee wanted to thank the facilities managers for the excellent job they are doing,” as recommended by the Policies and Procedures Committee.

Motion passed unanimously.

MSP

It was moved and seconded to approve Policies and Procedures, B-5, Election of Officers and Member Voting as it is currently stated, as recommended by the Policies and Procedures Committee.

Motion passed unanimously.

MSP

It was moved and seconded to approve Policies and Procedures, Section B-9 as currently written, as recommended by the Policies and Procedures Committee.

Motion passed unanimously.

MSP

It was moved and seconded to approve Policies and Procedures, Section M-5 as currently written, as recommended by the Policies and Procedures Committee.

Motion passed unanimously.

MSP

It was moved and seconded to approve Policies and Procedures, Section C-3 as currently written, as recommended by the Policies and Procedures Committee.

Motion passed unanimously.

Legend for Motions

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P -Passed	F -Failed
W -Withdrawn	A -Amended

MSP

It was moved and seconded to approve Policies and Procedures, Section C-5 as currently written, as recommended by the Policies and Procedures Committee.
Motion passed unanimously.

Budget Committee (Mary Lou Morris, Chair; Terry Pina; Liz Goodin; Kathi Loughman; Jerry Musial)
No report.

Nominating Committee (Vacant)
No report.

Social Committee (Vacant)
No report

OLD BUSINESS

Canal

MF

President Smith made the motion to hire a qualified aquatic civil engineering firm to assess, plan and implement a viable plan for a tide gate installation and correction or removal of the culvert.
Motion failed due to lack of a second.

MF

President Smith moved to reimburse \$2000.00 to Peggy Nelson for her expenditures to replace eroded rip rap and retain her property from the ongoing damage.
Motion failed due to lack of a second.

Sign on Pool Fence

The letters on the pool fence are weathering away. There was a suggestion to use plastic and make the letters smaller. President Smith stated that a wood worker volunteered to donate a sign. Will revisit at the November meeting.

Mokmak Lake

Mokmak Lake is an asset that is not being used. The Long Range Reserve Committee will follow up on this and bring back suggestions.

NEW BUSINESS

Appoint Mel Blecher Budget Coordinator

President Smith made the motion, and it was seconded, to appoint Mel Blecher as Budget Coordinator as specified in the Bylaws.
Motion passed unanimously.

Walt Goodin's resignation from the Board

Director Goodin resigned from the Board of Directors effective 10/01/2016.

MEMBER COMMENTS

There were no member comments.

Legend for Motions

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

The meeting was adjourned at 3:45 pm.

Minutes by Vivian Mills
transcribed by Kathi Loughman

DRAFT

Legend for Motions

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