

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

Saturday, January 18, 2020

1:00 PM Clubhouse

In attendance:

Hollis Ferguson, President	Division 1
Mark Cook, Corp. Sec.	Division 1
Terry Pina, Director	Division 2
Michael Bradshaw, Director	Division 3
Phillip Arnold, Director	Division 5
James Davis, Director	Division 5

Absent:

Bill Nightingale, Director	Division 7
----------------------------	------------

Board President, Hollis Ferguson, called the meeting to order at 1:00 pm and verified that a quorum was present.

Message from the President

President Ferguson welcomed those present, and extended thanks to Mel Blecher, Mike McReynolds and Bob Mowrer for their service and dedication to Bayshore. He stated that he would like members to think about where the HOA is going and reminded members that their input is important. He also suggested a volunteer appreciation event during the summer to recognize all of Bayshore's volunteers.

APPROVAL OF MINUTES

President Ferguson asked if there were any changes that needed to be made to the minutes of the November 2019 meeting. It was pointed out the time of adjournment on the minutes was incorrect. There were no other corrections and the minutes were accepted as submitted.

REPORTS

FINANCIALS

The financial reports for November and December 2019 were accepted as submitted.

PLANNING COMMITTEE (Mary Lou Morris, Co-chair; Tim Brubaker, Co-chair; Norman Fernandes; Robin Adcock; Phillip Arnold)
Committee Co-chair, Tim Brubaker, presented.

Planning Committee STATS Report from 9/9/19 through 12/31/19

TREES

Summary

15 New Complaints

11 Info Letters w/Pictures

3 NV Letters

Legend for Motions

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W -Withdrawn	A -Amended

1 NF Letter
 1 Update Letter
 1 Reply Letter
 1 Letter Regarding Original Natural Trees
 19 Personal Contacts – Phone Calls, Emails and In Person
 10 In Process
 10 Done
VEHICLES
 Summary
 8 New Complaints – 5 RVs, 1 Abandoned Vehicle, 1 Boat Trailer, 1 Trailer w/Appliances
 6 Info Letters
 2 NV Letters
 2 NF Letters
 1 Fine Letter from BOD
 2 Personal Contacts – Phone Calls, Emails and In Person
 2 In Process
 8 Done
OTHER
 Summary
 5 New Complaints – Ditch, Selling Firewood, Light, Change AOG, Dog Feces
 3 Info Letters
 2 NV Letters
 1 Release Letter for AOG
 3 Personal Contacts – Phone Calls, Emails and In Person
 6 In Process
 8 Done
CONSTRUCTION
 Summary
 25 Approved – 2 Fence, 1 Deck, 3 Garden Sheds, 2 Sheds, 8 Houses (Including 3 Height Variances), 6 Paint, 1 Enclose Patio, 1 Weathervane, 1 RV on Property During Construction
 1 Info Letter – Minor Construction w/o Approval
 1 Letter Regarding Height Variance Request Info
 2 Letters Regarding Complaint Height of House
 5 Update Letters
 1 NF Letter – Construction Without Approval
 1 Letter – Extension for Construction
 31 Personal Contacts Plus 7 (One Property Owner) – Phone Calls, Emails and In Person
 1 Withdrawal
 40 In Process
 47 Done
PERMITS
 Summary
 Approved – 2 RV and 1 Boat

Fines

The Committee recommended Board approval for two (2) fines. The first was for failure to top trees for the neighbors to regain their ocean view. The recommended amount of fine was \$200.00.

Legend for Motions

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

MSP

Director Pina moved, and it was seconded, to approve the recommended \$200.00 fine. Motion passed unanimously.

The second fine recommendation was for building a deck without prior written approval and building into the setback. The recommended amount of the fine was \$500.00 for building without approval and \$500.00 for building into the setback, for a total fine amount of \$1000.00.

MSP

Director Arnold moved, and it was seconded, to approve the recommended \$1000.00 in fines. Motion passed unanimously.

LONG RANGE RESERVE AND PHYSICAL ASSETS (Chair, Michael Bradshaw; Mel Blecher, Board Liason; Jim Davis; Bob Tunison)

Committee chair Michael Bradshaw requested member names and member numbers for use with the new website data base. He stated that no other member information, i.e. addresses, phone numbers, email addresses, were being requested.

MSP

Director Michael Bradshaw moved, and the motion was seconded, that member names and member numbers be provided for use with the new website data base. Motion passed unanimously.

FACILITIES

POOL:

The resurfacing and repainting of the pool has been completed and the quality of the work done was excellent. With proper maintenance of balanced chemicals, this project should not have to be repeated until 2027 at the earliest up to 2030 at the latest. Beyond repainting of the pool, a significant number of areas on the pool surface were “patched” which had not been done in many years. A final step in updating the pool will be the proposed installation of an automated chemical feed and balance system in April if approved by the Board (see “Proposals needing Board Approval” on page 3 of this report). If this proposal is approved by the Board, I intend to have the same contractor install the system that recently completed the resurfacing/repainting of the pool.

BOILER DAMAGE:

On Thursday, December 19th, an electrical/windstorm of significant strength resulted in the entire clubhouse losing power several times per hour followed by an extended period of power outage that lasted until the early morning hours of the 20th. When the power was restored, the boiler supplying heated water for the buildings heat system (baseboard heaters and faucets) failed to re-ignite. After several hours of inhouse attempts to repair the problem, it was determined that both the motherboard and LED display of the boiler had been damaged beyond repair and both parts were replaced. The damage was the direct result of power surges which occurred during this storm. The cost of the repairs was approximately \$2,100.00. In order to prevent reoccurrence

Legend for Motions

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

of this problem, I am proposing that either a surge protector be installed inline on the boiler power line or that a surge protector be installed on the main breaker box to cover the entire building. (see "Proposals needing Board Approval" on page 3 of this report).

ANNUAL MAINTENANCE INSPECTION:

In January of 2019, I began an annual inspection of the building's electrical, plumbing, structural, and aesthetic components. So far and as a result of this year's inspection, a large number of cedar shingles on the side of both the main clubhouse building and the filter room/garage need to be repaired/replaced. This is something that has not been done in many years if at all. I will be repairing and/or replacing these shingles from now until the beginning of the pool season and expect to continue doing so throughout this summer. Plumbing repairs have already been completed. General electrical repairs have almost been completed with the exception of those related to the recent power outage and will be described in detail at the end of this report.

UNITED STATES FLAGPOLE LIGHTING:

During the storm mentioned above, the lighting fixture for the flag was burned out as well as the wiring extending about 2-1/2 feet beyond the fixture. The wiring has been repaired, a new fixture has been ordered and received, and the new fixture will be installed as soon as the weather permits.

REMODELING OF UPSTAIRS RESTROOMS:

A total of 4 remodeling contractors have been contacted and, in the case of 3 of these contractors, estimate inspections have been made for the remodeling of the men's as well as women's restrooms adjacent to the ballroom. In all cases, bids were never received from the contractors. I currently am in touch with a member-recommended contractor to receive a quote on this project. In addition to the work anticipated to be done in these restrooms, I had also requested quotes for new, commercially made toilet enclosures to be installed in the men's and women's locker rooms downstairs (the current enclosures are made of wood and are in need of replacement). I have delayed another winter project, the painting of the men's locker rooms, until the board approves this expenditure, since I have not yet received a quote from any of the contractors mentioned above.

HARD-WIRING OF SECURITY CAMERAS:

I have begun the process of hard wiring our security cameras which will allow for continuous recording and monitoring of the clubhouse and surrounding areas. Currently, the cameras are operated on batteries which allows for recording of activity only on a motion-detected basis.

Legend for Motions

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

NEW BOARD APPROVAL REQUESTS:

1. As mentioned previously, the source of electricity provided to our clubhouse is subject to power surges and the resulting repair/replacement costs can be significant. The main categories of exposure to such electrical surges in the order of significance (high to low) are: The boiler (recent damages of \$2,100.00), the office computer components, two pool pumps, the pool heater, and the many electrical outlets and power switches throughout the building. During inspection following the recent power outage and resulting power surges, thirteen electrical wall fixtures (plug-ins and power switched) have been replaced. The main reason for these replacements was the original installations of aluminum composite wires which are no longer used according to current building codes for the simple reason of their heat conductivity. These repairs have been made internally and are continuing.

With this type of exposure, I am recommending that Board approve the purchase and installation of two surge protectors; one installed on the main breaker box for the building and a second one installed on the separate breaker box for the pool pumps. The estimated cost of the protectors and installation of both surge protectors is under \$1,000.00. Another alternative is to purchase and install inline surge protectors for the most expensive pieces of electrical equipment...the boiler and the pool pumps...but doing so would only reduce the overall expense (purchase and installation) by approximately \$150.00. I am asking that the Board approve the purchase and installation of two surge protectors which will cover all electrical appliances (including electrical outlets and power switches) the cost not to exceed \$1,000.00

2. Currently, the county-required balance of the pool's PH and Chlorine amounts are done by hand. Specifically, the chlorine being used is in tablet form and is regulated through an automated feed which is far from being precise. Additionally, and most significantly, the chlorine tablets used also introduce large quantities of cyanuric acid which is included by the manufacturers in each of the chlorine tablets. The nature of introducing cyanuric acid to the pool is summarized as follows from the Lincoln County documents dictating the inclusion of cyanuric acid in pool water:

"The level of cyanuric acid in a pool should be routinely measured with a test kit made for this purpose. The recommended level is 20-50 ppm; levels over 100 ppm will not be accepted. If levels rise above this point, a portion of the pool water must be removed and fresh water added; there are no other means of diminishing the cyanuric acid in a pool."

Due to our use of chlorine tablets, our normal level of cyanuric acid in our pool ranges between 200 and 275 ppm of cyanuric acid. While this poses no significant risk to health concerns of pool users, it does result in the buildup of cyanuric acid in the pipes

Legend for Motions

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

servicing the pool and, specifically, results in an ongoing deterioration of pipe joints until major water leaks occur. The leak that was repaired during the 2018 pool season resulting in repair costs of over \$2,000.00 is a case in point and this was preceded in the previous 6-years by three additional repairs (repair costs are not known).

In order to better control the PH levels in the pool as well as the chlorine levels and, more importantly, to prevent the continued buildup of cyanuric acid and resulting damage to pool piping, I am recommending that an automated PH and Chlorine system be installed in the pool filter room. The electronic system itself would be installed by the same contractor that completed the resurfacing/repainting of the pool and would be scheduled during April of this year. The contractor's cost of doing so would be between \$3,500.00 and \$4,000.00. In addition to this cost, two storage sheds for the liquid chlorine and PH chemicals will need to be constructed on the outside of the west wall of the pool filter room. The cost of completing this construction would be approximately \$400.00 and would be done internally. Due to the significant decrease in the cost (delivered) of both liquid chlorine and the PH chemical, the system would pay for itself within the first 5-years of use which has been substantiated by in-house calculations as well as conversations with current users of the system in coastal locations.

I am asking that the Board approve the installation of the system by outside contractor as well as the construction of two storage sheds which will be done internally. The combined cost of each of these projects is between \$4,000.00 and \$4,500.00. I am asking for approval at an earlier time than normal so that I can secure the contractor before his work schedule is full during the next few months.

The electric range in the facilities manager apartment has degraded to the point where it is not safe to operate it, the costs of repairs is unreasonably high, and the appliance needs to be replaced. I have received a quote from Walch's Appliances in Waldport for the purchase, delivery, installation, and removal of the old appliance. The quote received for the replacement, etc., of a used appliance is \$275.00 (3-month warranty) and the cost of replacement with a new appliance is \$650.00 (10-year warranty). I am asking that the Board approve the purchase, etc., of either a used or new electric range for the facilities manager's apartment.

There was discussion regarding the boiler and electrical damage and the suggestion of installing two surge protectors, one on the main breaker box and one on the separate breaker box for the pool pumps. It was agreed that prevention is cost effective.

Legend for Motions

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

MSP

Director Michael Bradshaw moved, and it was seconded, to approve the purchase and installation of two surge protectors which will cover all electrical appliances, including electrical outlets and power switches, for a cost not to exceed \$1000.00.

Motion passed unanimously.

There was discussion regarding the need to replace the electric range in the Facilities Manager's apartment, which is no longer safe to operate.

MSP

Director Bradshaw moved, and it was seconded, to approve the purchase of a new electric range with a 10-year warranty for the Facilities Manager's apartment for a cost of \$650.00.

Motion passed unanimously.

The Board then discussed the recommendation for an automated PH and chlorine system, which would result in better control of PH and chlorine levels in the pool, the continued buildup of cyanuric acid which damages pool piping, and the resulting cost savings, as well as the construction of two storage sheds for the liquid chlorine and PH chemicals.

MSP

Director Davis moved, and it was seconded, to approve the purchase and installation by an outside contractor of an automated PH & chlorine system, and the construction of two storage sheds, to be done internally, for a combined cost of \$4000.00-\$4500.00.

Discussion followed and points were clarified.

Motion passed unanimously.

SAFETY COMMITTEE (Chair, Melissa Chown; Judith McNeil)

No report this month.

SOCIAL COMMITTEE (Chair, Rose Bradshaw; Paula Brubaker; Jim Davis; Kerry Terrel)

Committee chair Rose Bradshaw presented.

New Committee Member

The Social Committee would like to introduce Kathy Connors as a new member effective December 1, 2019. Kathy moved from Yorba Linda, California to fulfill a decade long dream to live on the coast. She wants to become more involved with the Bayshore Community and provide the Social Committee with ideas and support with the ultimate goal of keeping the community together. With her love for the ocean, creativity, enthusiasm for FUN, Kathy is definitely an asset to the team. We are excited to have her on board.

Holiday Celebration

The celebration was held on Saturday, December 14, 2019. The four hour event included commemorative photos and a potluck dinner. The best part of the evening, the white elephant gift exchange, was a huge success. Everyone had a great time—lots of laughter and FUN. With close to 70 members and guests, it was a magical evening where we all came together as neighbors and friends. Paula Brubaker organized the entire event and we are thankful for her time and commitment. Photos of the event are included in the Bayshore Beat and will also be included in the January edition of the Breeze.

Legend for Motions

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

Super Bowl Party

The next event, the Super Bowl Party, is in the planning stages and will be held on Sunday, February 2nd commencing at 2pm. It will be a potluck with a chili contest and \$2 Squares.

Mingle & Movie Night

Per member requests, we are looking into improving mingle and movie nights. We may possibly extend the mingle portion of the events to include games. Movie nights may become separate events.

Remaining Events 2019-2020 Fiscal Year

FUN with Photography Mingle – January 20

Game Day Party - February 2

It's All About the GREEN - March 14

Cinco de Mayo Fiesta - May 5

The Social Committee will continue its efforts to bring the Bayshore Community together for a 2020 year. We strive to create events/activities that will entice more members to participate and come together with their neighbors.

Rose Bradshaw introduced new committee member Kathy Connors. She reported that the Committee has been reviewing member feedback and that the majority of members who have contacted the Committee prefer members and adults only events, with single members allowed to bring a +1. The results are still under discussion regarding events that may include children. There was a suggestion to consider a sub-committee to run children's events. She stated that they are still listening to members and are requesting feedback to the Social Committee. A member stated that any members of the "Kid's Committee" would need a background check. It was also noted that parents would be required to accompany children at kid's events. Another member mentioned that liability at kid's events may be an issue. The Committee is still looking for suggestions and requesting members contact them at bayshorefun@peak.org.

Facilities Manager Bob Tunison had to leave the meeting at this point for another meeting but wanted to inform the Board and members present that he performs an annual audit of the building and would like member input for issues concerning the Clubhouse.

COMMUNICATIONS COMMITTEE (Leslie O'Donnell, Chair; Lee Davis; Margaret Partlow)

Leslie O'Donnell reported that if her computer is working, there will a Breeze coming out next week.

UNFINISHED BUSINESS

There was no unfinished business

NEW BUSINESS

Board Members

The Board needs to nominate a Vice President, and there are two Director positions available.

President Ferguson nominated Director Bradshaw as Vice President, Director Bradshaw accepted and was approved by the Board.

Legend for Motions

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

Vice President Bradshaw nominated Mark Mugnai as Director representing Division 6.

President Ferguson nominated Kathi Lenz as Director representing Division 7.

Kerry Terrel volunteered as Director representing Division 4.

Discussion followed. Three nominations and/or volunteers for two available positions. It was pointed out that Divisions 6 and 4 have no one from those divisions on the Board. Kathi Lenz was willing to decline and wait for another opportunity to serve.

MSP

Vice President Bradshaw moved, and it was seconded, to accept Mark Mugnai as Director, Division 6 and Kerry Terrel as Director, Division 7.
Motion passed unanimously.

Email from member

The Board discussed an email from a member regarding open/closed times at the Clubhouse. The member was not in attendance and therefore unavailable for further comments. There was more discussion regarding use of the Clubhouse.

MSP

Director Davis moved, and it was seconded, that the Social Committee should have use of the Clubhouse whenever they requested it.
Motion passed unanimously.

MEMBER COMMENTS

No members signed up to make comments, but comments were heard by the Board concerning a construction project on Cunard causing problems in the neighborhood and what is being done about it. Neighbors stated that the problem is continuously getting worse and that the project has been going on longer than six months. Examples included porta potty being blown over and left for a few days, owner and crew very inconsiderate and uncooperative with neighbors, vehicles on road consistently, affecting quality of life for neighbors. They also report that the owner is not living in the trailer approved to be on the property during construction, but one of the workers is living there. They are requesting that the Planning Committee not extend the permit allowing the trailer on the site. The Planning Committee stated that they will do more investigation into the issue.

A member inquired if background checks should be required for all employees.

Comments were also heard from a group of Bayshore Loop residents who voiced their displeasure and upset about their quality of life deteriorating due to one homeowner. President Ferguson suggested the possibility of community mediation. The group stated that they would like to be on the agenda for the next Planning Committee meeting.

EXECUTIVE SESSION

The Board adjourned to Executive Session at 2:25 PM to discuss a legal issue.

The Board reconvened at 2:35 PM.

Legend for Motions

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

The meeting was adjourned at 2:40 PM.

Minutes prepared by Kathi Loughman

DRAFT

Legend for Motions

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