

Bayshore Beach Club, Inc.
Board of Directors Meeting
April 17, 2021

Meeting called to order: 1:05 pm

QUORUM

Mark Cook, President	Division 1
Don Patterson, Director	Division 2
Shelly Woodke, Director	Division 3
Tom Hurt, Director	Division 4
Phillip Arnold, Director	Division 5 (Absent)
Mark Mugnai, Director	Division 6
Bill Nightingale, Director	Division 7
Kathi Lenz, Corp. Sec.	Division 7

Approval of March 2021 minutes:

Director Woodke noted that the member comments were not consistent. She suggested stating the topic addressed and deleting the names.

Rose Bradshaw noted errors in reporting of the budget on pages 4, 8, and 10.

MSP Motion made by Kathi, 2nded by Mark C

Minutes were approved with changes by a unanimous vote.

REPORTS

Financial—Jerry Musial was absent. He and his wife are retiring at the end of the month.

As of March 31, 2021, the Operating Fund balance is **\$192,787.63**, the Long-Term Reserve fund balance is **\$369,483.31**, and Accounts Receivable balance is **\$10,983.09**. One account is still in collections. Late fees have been charged through March 31st. Additional charges will be posted in May. Current Liabilities including accounts payable and payroll related items total **\$12,785.70**. There were 9 property transfers in March and a total of 63 for the fiscal year.

Interest income is well below the budget as a result of the maturity of the treasury bills. This should increase once the funds are transferred to new accounts. There was no change in the CB Financial accounts as of March 31, 2021. Funds in CB Financial need to be transferred to a new interest-bearing account.

Funds charged to the contingency account for the month of March were Blue Foot. Painting \$9,736.83 and Epoxy Finish LLC \$10,000.00. Both were approved by the Board. Cheryl and I are beginning the process of retiring. As of May 6, 2021, we will no longer be taking care of the financial information for Bayshore.

We want to thank everyone at Bayshore for their help in making the last 7 plus years a real pleasure. We will do everything that we can to create a smooth transfer to your new accountants.

BUDGET (Dwayne Hayden; Hollis Ferguson; Liaison, Kathi Lenz)

Report by Dwayne Hayden

The committee reviewed the budget line by line with Bob Tunison, Facilities Manager. Upon reflection, the committee saw the need for pool wages, a new CPA and bookkeeper, stamps and a review of the insurance policies. All of these items will increase in cost next year. The committee recommended a \$10/year increase in the HOA dues.

The committee asked the Board how many liens are currently outstanding.

The committee needs a Board liaison member.

COMMITTEES

Planning

Report by Jeff McElhannon

17 active constructions

51 projects

34 complaints

2 Lincoln County Code violations

Long Range Reserve and Physical Assets— no report

Facilities

Report by Bob Tunison

Projects

Took down the bus shed that was across from the clubhouse.

Painting- had trim, soffits, facias and back wall painted. Cleaned water stains, clear finished second floor windowsills.

Pool

Bob recommended opening the pool June 14 or June 30, based on Lincoln County health reports. He prefers June 30.

Discussion: Director Hurt spoke in support of June 14 because the HOA is a controlled group. President Cook stated that if we can open the pool following Lincoln County guidelines, we should. Director Nightingale suggested screening pool users and following the Lincoln County guidelines. Director Woodke asked if we should buy a thermometer for screenings.

MSP

President Cook moved to open the pool following Lincoln County guidelines on June 14, 2021. Director Nightingale seconded.

Mark Cook	yes	Tom Hurt	yes	Kathi Lenz	yes
Don Patterson	no	Mark Mugnai	yes		
Shelly Woodke	yes	Bill Nightingale	yes		

Motion passed.

Board discussed conditions needed to open the pool. Director Lenz suggested tabling the discussion and reporting back with recommendations to the May meeting. All agreed.

Safety Committee—No report

Need more volunteers for the Safety Committee.

Policies and Procedures—Report given by Elaine Ferguson.

Elaine Ferguson reported that the committee worked several hours in the last month updating the changes to the Policies & Procedures documents that were made at the March 20, 2021 meeting. The committee plans to work on further reconciling changes to the P&P documents and preparing a formal report for the May members' meeting.

MSP

Director Lenz nominated Michael Bradshaw to serve on the P&P Committee. Director Patterson seconded.

Motion passed unanimously.

Social Committee—Rose Bradshaw reported

Two new members and one returning member have volunteered to serve. Shirley Jones, Babe Hamilton, and Kerry Terrel.

MSP

Director Lenz moved to accept Shirley Jones, Babe Hamilton, and Kerry Terrel to serve on the Social Committee. President Cook seconded.

Motion passed unanimously.

Communications Committee—No report

Volunteers are needed for this committee.

Nominating Committee—Report by Pat Gagnon

There are six Director positions open for election this year.

This is the official slate of candidates to be placed on the voting ballot for the HOA Board of Directors at the May 2021 Members Meeting.

This slate of candidates cannot be altered.

At the members meeting in May, nominations may be taken from the floor, prior to counting the ballots.

- Division #1 Kenn Apel Jesse Peters Mark Cook
- Division #2 Gina Bebek Don Patterson
- Division #3 Steve Sager Jacque Smith Shelly Woodke
- Division #4 Tom Hurt
- Division #5 Carolyn Gardner
- Division #6 Norman Fernandez
- Division #7 George Kressley

This concludes ALL business of the 2021 Nominating Committee

Submitted for the Record,

Pat Gagnon, Chair Nominating Committee

MSP

Director Patterson nominated Gary Brown to be placed on the ballot. Director Woodke seconded. Passed unanimously.

Director Lenz moved to accept the ballot with the addition.

President Cook called an Executive Session to discuss the ballot. Upon return, the Board explained that there is concern that Norman Fernandes may not be eligible to run due to past ethics violations. Director Patterson moved to remove Norm's name from the ballot. Director Woodke seconded.

MSP

Mark C.	yes	Kathi L.	Recused	Tom H.	abstain
Don P.	yes	Mark M.	abstain		
Shelly W.	yes	Bill N.	abstain		

Motion passes

MSP

Director Lenz moved to accept the slate with the addition of Gary Brown and omission of Norman Fernandes. Director Patterson seconded.

Mark C.	yes	Tom H.	yes	Kathi L.	yes
Don P.	yes	Mark M.	abstain		
Shelly W.	yes	Bill N.	abstain		

Motion passes

UNFINISHED BUSINESS

Establishing an STR Committee. Director Lenz is the liaison to the committee. They are working on compiling surveys that were passed out by the Task Force. 65 have been turned in. Jill Stone noted the committee needs to represent all the membership of the HOA and the charter needs to be carefully crafted. The committee will be renamed.

NEW BUSINESS

Height Variance Appeal - 2002 Seaview Drive - Bill Nightingale, owner
Mr. Nightingale presented documentation and a presentation regarding his height variance which was denied on 3/4/21. Please see his documents.
Director Woodke presented regarding the Planning Committee actions as a result of this appeal. The PC determined the original forms caused confusion, so revised the forms. These new forms were shared.

President Cook noted that the discussion is to be about the height variance, not the process.

MSP

Director Lenz moved to dismiss any discussion of fines and deny the height variance. Director Hurt seconded. No further discussion.

Mark C.	yes	Tom H.	yes	Kathi L.	yes
Don P.	yes	Mark M.	yes		
Shelly W.	yes	Bill N.	recused		

Motion passed.

Signs

Director Woodke presented a humorous sign about dog poop. She also suggested creating a sign for Division 7 regarding the Sand Lobby and parking problems. Tabled to the May meeting.

Director Lenz nominated George Kressley for the Sand Lobby. 2nd by Mark C.
Accepted unanimously.

MEMBER COMMENTS

Hollis Ferguson asked about the status of moving the mailboxes.

QUESTIONS FOR CANDIDATES

Since no candidates were at the meeting, it was suggested that members email questions to the office. Answers will be posted on the website.

EXECUTIVE SESSION Called by Mark C.

To discuss personnel issue

MSP

Director Lenz moved to begin the search for a permanent Office Administrator. Director Cook seconded. Motion Passed

Marc C Yes,

Don, Yes

Tom Yes

Marc M, Yes,

Bill N, Yes

Kathi L, Yes

MSP

President Cook moved to replace the Accountant and Bookkeeper. Director Nightingale seconded. Passed unanimously.

MSP

President Cook moved to make the Facilities Manager the immediate supervisor of the Office Administrator. 2nd Don Paterson Passed.

Mark C – Yes

Don P – Yes

Shelly – Yes

Tom H - No

Mark N - No

Bill N – Yes.

Kathi L - Yes

Motion to adjourn Mark M, 2nded by Bill N, Passed unanimously.

Meeting adjourned 3:16 pm

Notes taken and transcribed by Elaine Ferguson.