

**BAYSHORE BEACH CLUB, INC.  
BOARD OF DIRECTORS MEETING  
Saturday, February 19, 2022**

**\*MEETING HELD VIA ZOOM\***

**In Attendance**

Kenn Apel, Director	Division 1
Vacant	Division 2
Steve Sager, Director	Division 3
Tom Hurt, Vice President	Division 4
Carolyn Gardner, Director	Division 5
William Nightingale, President	Division 7

**Absent:**

Mark Mugnai, Director	Division 6
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The Board of Directors' meeting was held via Zoom. President Nightingale determined that a quorum was present. The Board of Directors' Meeting was called to order by President Nightingale at 1:02 pm.

President Nightingale discussed the need for an interim Corporate Secretary. Director Apel agreed to step in and fill the Corporate Secretary role until the May election.

**Motion:** President Nightingale moved, and it was seconded by Vice President Hurt, to nominate Director Apel to act as interim Corporate Secretary until the election. As there was no objection, the motion passed by consensus.

**Approval of Minutes**

It was asked if there were any changes before accepting the Minutes of the Board of Directors' Meeting of January 22, 2022. No changes were requested.

**Motion:** Vice President moved, and it was seconded by Director Apel, to approve the January 22, 2022 minutes. As there was no objection, the motion passed by consensus.

**REPORTS:**

**Financials:** Report Submitted. Director Gardner mentioned the Profit and Loss report, stating that the wages for the Bayshore employee, who was temporarily hired to fill in for the Facility Manager, were for some reason not uploaded into the Profit and Loss report. To capture the expense, it was reported as a pool employee expense which made the report appear that Bayshore had a pool employee during January. This was a small glitch as Bayshore does not have pool employees in January and the glitch in the report will be fixed. Director Gardner then mentioned that Vicki Cabral was doing a great job working with the budget/finance committee, and the committee in itself was doing a great job and are able to catch more glitches.

Vice President Hurt then read a passage in the contingency fund that stated, "late fees and interest have been charged to all past due accounts, except for those that have liens as of January 1." Vice President Hurt asked if the members that have liens no longer have interest charged to their account. Director Gardner replied stating the interest is accumulated inside the lien.

**Planning Committee:** Report Submitted. Vice President Hurt presented member Mr. Paul Williams to the Board who would like to join the Planning Committee, mentioning Mr. Williams is a full-time resident of Bayshore and is retiring from the State.

**Motion:** Vice President Hurt moved, and it was seconded by Director Apel, to accept Mr. Paul Williams as a new member of the Planning Committee. As there was no objection, the motion passed by consensus.

**Long-Range Reserve & Physical Assets.** No Report.

**Facilities.** No Report. Facilities Manager Tunison was not present. President Nightingale mentioned that Facility Manager Tunison told him that a new post, pipe, and concrete were necessary and will be laid around the pool and completed before pool season begins.

President Nightingale completed his comments on the facility report by stating that the landscaping crew did a fantastic job cleaning up the grounds around the clubhouse. The members present in the Zoom meeting then said a big hello to Bob!

**Safety Committee.** Report Submitted. Chair Fitzgerald mentioned that Mr. Roger Smith stepped down from the committee. Chair Fitzgerald stated she would love to have a full-time resident member from Bayshore join the Safety Committee due to the fact that the other members are all part time residents of Bayshore.

President Nightingale then mentioned that most of the committees need volunteers, and asked members to please reach out if they can join a committee.

President Nightingale stated that Bayshore needs to discuss the Governor mask mandate lift. The Governor will leave the decision up to the individual businesses.

**Policies and Procedures Committee.** Report Submitted. Chair Elaine Ferguson mentioned she would like adoption to the following at this Board meeting: The Nominating Committee section of the elections committee, the ethics procedures, the ethics complaint form, the clubhouse checklist for renting the clubhouse, and the sign fines and RV descriptions. Chair Ferguson then mentioned the sign fines and RV descriptions will be tabled until the Board March meeting after having a discussion with Vice President Hurt.

Member Debbie White is a trainer on Robert's Rules of Order. Member White offered to do a training for the Board and for the members at large at no cost. Member White mentioned it would take about an hour to do the training, depending on the kinds of questions people might ask. There also was a discussion about using a parliamentarian at the May Members' Meeting. President Nightingale agreed it was a good idea to have a parliamentarian, though he did not know what that would look like, and suggested perhaps hiring someone who had nothing to do with Bayshore (i.e., who was unassociated with Bayshore).

President Nightingale stated the plan for the Robert’s Rules of Order would be as follows: Current board members would be trained before the board meeting in April, and after that meeting the rest of the members and nominees for the May election would be trained. Member White agreed and noted that she would do the training twice if needed.

President Nightingale asked about the appeals process for the ethics violations. Chair Ferguson and Director Apel stated the language was based on State Law.

Vice President Hurt first thanked Chair Ferguson for all the work her committee had done, and then mentioned #11 of the Procedures for Investigation of an Ethic’s Violation, stating “If Bayshore dismisses a case, it doesn’t feel right to make the proceedings public. It does not protect someone’s reputation.” President Nightingale stated that Bayshore needs to look into this. Chair Ferguson suggested the Board could choose to seal the records but questioned whether that would conflict with the statement in the policy that reads the complaint will be open.

**Motion:** Vice President Hurt moved, and it was seconded by Director Apel, to adopt the Procedures for Investigations of an Ethics Violation document with the removal of #11 that reads: “All case related materials and proceedings shall be open to the public after the Board makes a finding of cause to undertake an investigation, dismisses a complaint, or rescinds a motion.”

Vote:

Apel	No	Gardner	No
Sager	No	Mugnai	N/A
Hurt	No	Nightingale	No

Motion did not pass. Motion will be tabled until Bayshore’s attorney can review.

**Motion:** Director Apel moved, and it was seconded by Vice President Hurt, to adopt the Bayshore Beach Club Rental Check Off List. As there was no objection, the motion passed by consensus.

**Motion:** Director Apel moved, and it was seconded by Director Gardner, to accept the Ethics Violation Complaint Form as presented. As there was no objection, the motion passed by consensus.

**Motion:** Vice President Hurt moved, and it was seconded by Director Gardner, to accept the Nominating Committee section of the Elections Committee document as written. Short discussion took place. As part of that discussion, Director Sager discussed the number of the Nominating Committee members, asking if two (2) members was a hard number. Chair Ferguson replied that the number is from the Bylaws. Director Sager thanked Chair Ferguson for the clarification.

Vote:

Apel	Yes	Gardner	Yes
Sager	Yes	Mugnai	N/A
Hurt	Yes	Nightingale	Yes

Motion passed 5 - 0

**Social Committee.** Verbal Report. Chair Smith mentioned that the Social Committee met and discussed plans for the upcoming year. There will be a rock painting event on Thursday February 24<sup>th</sup>, and a walking group event will begin Monday, February 28<sup>th</sup> at 4pm, and continue every Monday and Thursdays at 4 pm. These walks will be a weekly event where members can walk through the Bayshore community in the company of other members. June 25<sup>th</sup> there will be Meet n Greet BBQ 11 – 3 pm, with Weird Science music. Chair Smith then asked members to please message at [social.bayshorebeach@gmail.com](mailto:social.bayshorebeach@gmail.com) with any questions or comments.

**Communication Committee.** No Report Submitted. Director Apel mentioned a few items: Bayshore is seeking a new editor for the Breeze, and also asked members to send pictures to the Breeze. Director Apel mentioned if a member would like to be a Flashlight (short write-up of new members to the community), to please let him know. Director Apel then thanked Jacque Smith for continuing to manage the webpage.

**Good Neighbor Committee.** No Report Submitted.

**Finance/Budget.** Report Submitted. Member Mary Lou Morris was absent at the Board meeting, so Director Gardner mentioned that member Craig Jacobs made the decision to not be on the Budget Committee itself but would still advise and help with the long-range planning proposals.

Member Bill Uhlman asked if he could be a candidate for the Budget Committee stating he had worked for a non-profit organization and his skills would be very helpful on the committee.

**Motion:** Director Gardner moved, and it was seconded by Vice President Hurt, to accept member Uhlman as a new member of the Budget Committee. As there was no objection, the motion passed by consensus.

Director Gardner mentioned that the Budget Committee needs to have the committee chair budget proposals sent to the office by March 1<sup>st</sup>. She also recommended that if committee members have questions, looking at the Profit & Loss report will enable members to easily see what the budget is, for each committee, and what was spent.

**Sand Lobby.** No Report Submitted

**Canal.** Verbal Report. Karin Couch introduced herself as the Chair for the Canal Committee. Chair Couch reiterated that the canal belongs to Bayshore, but that it was controlled by the Army Corps of Engineers. Chair Couch mentioned that anything Bayshore wants to do to the canal has to go through the Army Corps of Engineers first. The committee would like to have the canal on the long- range planning committee to make sure what has happened in previous years with the canal does not continue (e.g., filing for permits that get put to the side and then the money is gone). The canal committee would like to hire an environmentalist consultant and also mentioned there is a long list of work that needs to be done. Chair Couch noted that the removal of the culvert has a lot of members upset as it is in part of a tsunami escape plan, but that Bayshore could replace the culvert with a bridge.

Chair Couch announced that the Canal Committee has enough members and also has a waiting list.

Chair Couch then mentioned that the drainage at the north end has cost Bayshore the loss of about 20 feet of the canal as it's all bogged with grasses and trees. The committee suggested to cut the grass and trees as

long as Bayshore does not dig into the root system, as this would create greater issues, but cleaning the drain would clean up Mackey Park drainage.

President Nightingale stated that a discussion should take place within the next month to get the north end canal section cleaned. Chair Couch would like to hire Darrin Goodrick to clean the culvert, and some of Bayshore's properties that are next to the canal at the north end. Mr. Goodrick's rate is \$350.00 if he could monitor the drainage and cleanup when needed. This work would need to be done in a couple months. Director Gardner suggested to add or insert the clean up money that will be needed for the culvert in the committee's budget request.

**Road District.** Report Submitted.

#### **UNFINISHED BUSINESS:**

Nominating Committee: President Nightingale stated that during the current Board meeting, the board members would need to form the Nominating Committee, with Director Steve Sager serving as the Board liaison to the committee.

Motion: Vice President Hurt moved, and it was seconded by President Nightingale, to elect members Dwayne Hayden and Elaine Ferguson as the Nominating Committee. As there was no objection, the motion passed by consensus.

Director Apel encouraged member Kate Upton, who volunteered for the Nominating Committee, to volunteer on the Election Committee, as there were only two spaces on the Nominating Committee.

Member Debbie White discussed tracking past nominations as she had compiled a chart. Member Jacque Smith also had valuable information regarding past nominations. Per President Nightingale, the discussion would be tabled until the March meeting under New Business regarding keeping the 'stagger' of the election seats.

Vice President Hurt mentioned that the Nominating Committee needed time to recruit for the five open positions. President Nightingale mentioned the only thing that would change was how long the member would serve on the Board and reminded members that the terms will be staggered.

#### **NEW BUSINESS:**

- A. Artisans Group – Clubhouse picnic space renovation. Member Robin Adcock, from the Artisans Group, gave a presentation during the board meeting. Member Adcock had proposed and inquired to use funds, some obtained from past Social Committee events and some from Bayshore, to transform an area in the back parking lot of the clubhouse to include a concrete space, gazebo and a giant beach chair, a fire pit and two picnic tables surrounding a grassy area. Total project could cost anywhere between \$8,000 - \$9,000. This project would be divided into three phases and the first phase money has already been established. The project also would rely heavily on volunteer time and efforts.

Members Roger Smith and Jacque Smith made a generous offer stating they would donate the wood required and needed to build the gazebo.

President Nightingale asked member Robin Adcock what the total cost of the cement pour would be, and was given an answer to the amount of \$2,500.00. The dig out would be donated, the dump fee would be about \$300.00, and the electrical fee would be between \$50.00-\$200.00.

After a short discussion regarding this project, Director Apel stated he spoke with member Craig Jacobs who suggested to lay the concrete all at one time and to create wheelchair access to the follow the rules of the ADA. Director Apel suggested that the Artisans group get together with the Accessibility Task Force to discuss the tasks at hand.

The discussion ended with President Nightingale stating, "Great way to bring to community together".

- B. Streetlights – President Nightingale started off the conversation stating that he spoke with some members who said that they had chosen to purchase streetlights in front of their own home and that they pay Lincoln County PUD the electrical cost of approximately \$12.00 to \$18.00 per month.

Member Rebecca Hayden, who requested the topic about streetlights for the meeting, mentioned that she contacted Central PUD, and spoke with PIDA. Ms. Hayden was told that Central PUD was replacing a lot of the lights with LED lights within Lincoln County. PUD mentioned that a 50 Watts, LED light is the equivalent of about 800 lumens, which is very low light density.

Member Rebecca Hayden went on to say that the members who have the LED lights do not have the light shining into their home any longer and have enough light for people to walk around, and cars are able to see when walkers are on the street.

Member Rebecca Hayden then mentioned PUD stated there would be no charge for any set up material, and the monthly fee (for 52 streetlights) would be \$17.56, which would be about \$913.12 per month and total \$10,950 per year. PUD did mention that they would want to wait until the lights burn out to replace them with LED.

On another note, solar was discussed with a company called First light technology, in Canada. The cost was rather high reaching \$210,380.00 to install.

Member John Gardner commented on what Member Rebecca Hayden stated that the cost of the solar is only partially the problem, that the solar lights would be an experiment to see if they would actual last long at Bayshore (i.e., not work well). Member John Gardner also mentioned that Bayshore should eliminate the solar lighting option and he felt the only consideration would be LED lights, which he thought would cost about \$10.00 per lot a month in Bayshore.

Vice President Hurt asked whether there was a cost for installation for the LED lighting and member Rebecca Hayden said no, that the cost was just based on charging the \$17.56 per light; there would be no material or labor cost.

Member Rebecca Hayden stated that PUD agreed that as long as there was a light pole already fixed in Bayshore, Bayshore could selectively choose what poles to utilize and experiment with LED lights. She also restated that some members currently have lights on their property for security reasons.

President Nightingale mentioned that safety is the main concern at Bayshore and member Rebecca Hayden explained that some members do not call the Sheriff as it is difficult to get someone to respond out here at Bayshore with (sometimes) only one deputy on call.

Member Rebecca Hayden stated she believed LED lights were a great idea. Member Rebecca Hayden expressed concerns that Bayshore has a lot of vacationers year around who have boats, cars, and campers parked along the road which are in the way of the walking area, so people are stepping out in the street. She believes that the suggestion that all the walkers wear safety clothing is not feasible and that most people walk in the wrong direction, not against the traffic and that there is just not enough light.

Member Rebecca Hayden then discussed putting in reflectors along the streets so that cars could see where the pathways were, as there are no sidewalks in Bayshore. Member John Gardner made one final comment mentioning that lights would be dark sky lights and would only be seen or shine onto the ground and not into the night sky.

Director Apel stated that the reason the lights were taken out from Bayshore was because of light pollution. It was his understanding that the LED lights cause very little to no light pollution. He stated that regarding road reflectors, the Special Road District would be responsible for paying and installing those.

Director Apel mentioned, in anticipation of the discussion, that he had contacted a Board member of the Special Road District and was told that the District would not pay for the streetlights; the District only pays for road-related items/issues.

President Nightingale asked whether members attending the meeting had a say on if they would want a streetlight on the pole next to their home. He also asked the group whether members would have ability to say no to a light near their house.

Member Rebecca Hayden suggested that Bayshore should test the lighting and just put in a couple LEDs around the Clubhouse, on Wayward, and down Bayshore and let the members get an idea and see the LED lights in action.

Member Rebecca Hayden would like to work with PIDA to see if she can get Central PUD to change their mind and replace some of the lights currently in Bayshore, before their bulbs burn out, with LED lights.

Director Apel asked if the idea would be for the members not to pay but have Bayshore pay for the lighting. Member Rebecca Hayden said it may be that some members would be willing to pay for one near their home.

President Nightingale asked Member Rebecca Hayden to contact PUD to find out if they would give us the option to replace a couple old lights with LED lights so Bayshore members could see what they look like, and then President Nightingale asked Vice President Hurt to find two intersections where LED lights could be installed, but if PUD denies the request, then Bayshore could replace or add a couple LED lights so members could have a good idea which way to move forward. Member Rebecca Hayden said she would check on cost, material and, labor for Bayshore to add a couple LED lights so members could have an idea of what the lights would look like.

Member Norman Fernandez then mentioned he had some information he would drop off to the Clubhouse that was relevant to this topic.

President Nightingale then thanked members Rebecca Hayden and John Gardner for their work and input, and for bringing the information to Bayshore's attention.

Member Rebecca Hayden and Vice President Hurt will take a look at what needs to be done with the street lighting project and will get back together and discuss soon.

- C. Water Service to Mackey Park – President Nightingale spoke with member Craig Jacobs, who stated that adding water service for the park is in the budget for this coming year. President Nightingale said the total amount would be \$5,100 to finish the project. President Nightingale stated, “The water in the park would give us the opportunity to use a power washer to keep the tennis court clean and save us money long run by doing so.” He also stated that having water in Mackey Park might allow Bayshore to have sprinklers, resulting in green grass for children to play on. President Nightingale will contact member Craig Jacobs before March as to what his thoughts are on the financials for the water project.

President Nightingale asked Director Gardner if there was anything in the budget to do this project; Director Gardner stated she would look into it. It would cost \$5,190 for the water at the park. The cost is from Seal Rock water district and is for the hook up fee and sight development fee. Director Apel stated that the proposed budget was for a total cost of \$6,400: \$ 5,500 for the hook up and \$900.00 for a faucet.

- D. HOA National Association – Director Apel mentioned that member Hollis Ferguson informed him about an organization called HOAleader.com, which is a great support for HOAs. Director Apel tried it out for free for 30 days and found out that periodically they have webinars that are informative for HOAs. Director Apel said the organization dealt with a lot of issues that HOAs face (e.g., “Trying to avoid problems before elections”, “How to manage yourselves”). HOAleader.com is an online database with seminars that will cost \$119.00 per year and allows up to nine (9) members. Director Apel mentioned that HOAleader.com has a really good upcoming webinar that next week with information that would help Bayshore.

President Nightingale mentioned that any information Bayshore can have to make Bayshore more successful is a good idea and that it was a very minimal cost for this type of information.

**Motion:** Director Apel moved, and it was seconded by Vice President Hurt, to join to HOA Leader for one year for \$119.00 to include 9 Board Members. As there was no objection, the motion passed by consensus.



- E. Playground Swing Set –Director Apel presented a picture of a swing set from his grandson’s school (picture will be in the upcoming Breeze). The swing set is for little children and is in great condition. The good news was that it was free if someone could help get it to Bayshore. Thanks to members Tim Brubaker and Rodney Couch, the swing set should be to Bayshore park shortly. President Nightingale mentioned that safety is of most importance, and as long as it was planted to the ground safely, it would be a great idea.

**Motion:** Vice President Hurt moved, and it was seconded by Director Gardner, to receive the gift of the playground swing set for the park. As there was no objection, the motion passed by consensus.

**MEMBERS COMMENTS:**

Member Norman Fernandez: Member Fernandez mentioned that there was an LED light at the intersection of Sunset and Seaview and that one looks at lumens vs. watts to determine how bright the lights are. Mr. Fernandez also stated that the culvert going to the canal is higher than the park, and that causes a problem with water flow.

Member Rebecca Hayden mentioned that she would like to see the flag put on for the upcoming holiday, President’s Day. Member Roger Smith replied that there was a broken string on the flagpole and Bayshore would check with Facility Manager, Bob Tunison, to have it repaired.

Member Steve Street made a comment about the streetlights. He had just joined the meeting and noticed there was a discussion about them. He asked for a brief review of what was discussed. President Nightingale gave him the update.

**Executive Session.** No executive session was held.

**Motion:** Vice President Hurt moved and it was seconded by Director Apel to adjourn the meeting.

**Adjournment.** The meeting was adjourned at 3:11 pm.

Minutes prepared by Kathleen Drossel, Bayshore Office Specialist