

Bayshore Beach Club, Inc.

Board of Directors Working Meeting

June 11, 2022; 12:00pm

Minutes

Board Members Present: Kenn Apel Tom Hurt Carolyn Gardner Vivian Mills
William Nightingale Michael Vest Storr Nelson
Kate Guptill

Board Member Absent: Steve Sager

President Apel called the meeting to order at 12:06pm. Corporate Secretary Gardner did roll call, with a quorum being present.

President Apel thanked Mary Lou Morris, Debbie White and Bill Uhlman for their assistance with today's meeting.

1. President's opening remarks – This is a working meeting for the Board of Directors. President Apel gave his history as a Bayshore member, his leadership philosophy, and his goals as president. The goal for the working session was to develop a plan for the coming year. The main topics for the meeting were communication, developing a strategic plan, and discussions about committee liaisons. The entire Board agreed to meet today to get prepared before the scheduled meetings begin.
2. Board Terms – Terms were decided on the number of votes each candidate received except Vivian Mills who was the only candidate for Division 6 and is filling the remainder of an existing term.

Vivian Mills, Division 6, 1 year

William Nightingale, Division 7, 2 years

Michael Vest, Division 7, 3 years

Storr Nelson, Division 5, 3 years

Kate Guptill, Division 1, 3 years

3. Communication –
 - a. Email accounts: Currently all emails to the Board of Directors go the office and are forwarded to the board members. It would be helpful if President Apel or another board member responded within 24-48 hours of receiving the email with an acknowledgement. Each board member has an individual email account. The option of having a g-mail account for each member was discussed. The original message could be sent to the g-mail account and then forwarded to an individual director's accounts. Michael Vest said Bayshore Beach Club.com could be used as the host for

- emails. It will need to be determined whether these emails could go to the individual accounts. Another option could be “Mail Client”, suggested by Debbie White. Tom Hurt suggested email etiquette be given to members. Members need to show respect for others.
- b. Response to member emails: There was a discussion regarding who members should contact with questions. Members could write their director first or, in the case of a question for a specific committee, to the committee itself and/or the Board liaison. The question may be forwarded to the Board if deemed necessary. Director Storr Nelson agreed that members need an avenue to communicate with the Board. The Board President, Vice President, or Corporate Secretary should respond when an immediate response is needed, instead of an employee responding. Currently 80% of members have signed up for email. The topic of using email, instead of mail, was discussed for annual invoices, ballots, etc. The Board agreed this is a good idea. The option of members using credit cards instead of cash or check will be explored.
 - c. Chat time before board meetings: At least two directors have agreed to meet with members one hour prior to scheduled board meetings.
 - d. Zoom use: President Apel thanked Bill Uhlman and Debbie White for assisting with Zoom. Meetings will be recorded solely to aide in writing meeting minutes. The official record for the meeting will be the meeting’s minutes. Rebecca Hayden suggested using the TV monitor for Zoom. Michael Vest said this can be done.
 - e. Social media use: Steve Sager previously suggested an official Facebook page the Board could use for information only. He will be asked to explore this idea more.
4. Outstanding tasks and strategic plan –
- a. Road District, sand issue: President Apel read a statement from Paul Wellington, Road District Chair: *The Special Road District will be handling the sand issue and will get back with Bayshore asap. At this time, Bayshore has no need to be part of the process. The only residents that should be dealing with the sand currently are those who have a permit through the Park Service and have gone through their training.* Mr. Wellington will get back to President Apel asap.
 - b. Beach access for those with mobility challenges: This project had been put on hold. Accesses were still being cleared. There is now a mat and track wheelchair available, making it easier for those with mobility challenges to be out on the beach. President Apel and Tom Hurt will gather information for the September Board of Directors’ meeting so the Board can decide how to proceed. Vivian Mills shared information on the cost of the mat and wheelchair.
 - c. ADA architect for clubhouse: This item is in the proposed budget for the coming year. Carolyn Gardner volunteered to oversee this project.
 - d. Mackey Park: Money was set aside in the 2021-2022 budget for water access to the park. There is money in the coming year’s budget for improvements to the playground equipment. A play structure, pressure washing the tennis court, and drainage were discussed. These will be discussed at the June board meeting.
 - e. Next steps for “backyard” (aka gazebo project): This area could be reserved the same as usage of the clubhouse for special events by members. A reader board could be

- used if the area is reserved. There were questions about monitoring the area, use of alcohol, private property signage, no restrooms and parking. President Apel will check on liquor rules and parking.
- f. Streetlights: The topic was on the agenda because it had been “currently tabled” at the March Board meeting. Member Rebecca Hayden said streetlights were needed for safety reasons. She felt this topic needed to be discussed again. Member John Gardner said the previous Board decision should be reconsidered since Bayshore has experienced having no lights for 5 years. Some of the history regarding streetlights was discussed. Other members interested in sharing their thoughts on the topic of streetlights should speak to directors at the chat session (12:00-1:00) prior to the June board meeting.
 - g. Founding documents/Bylaws task force: Debbie White is compiling a list of volunteers. Anyone interested needs to submit their name and needed information by June 16th. Members for this task force will be discussed on June 18th.
 - h. Moving forward with items in 2022-2023 budget: If the budget is approved on June 18th, volunteers will be needed for each of the Physical Asset Committee’s projects.
 - i. Ideas from Fall survey and Fireside Chats: Will be discussed further.
 - j. Non-discriminatory language in founding documents: President Apel will contact the Bayshore attorney to determine whether this task needs member approval at completion. A task force will be set up to determine where changes are needed in the founding documents.
5. Other topics/issues –
- a. HOA leader.com: President Apel has information that he’ll send to board members.
 - b. Notary – Kathy Drossel is a notary and could offer her service to members. President Apel will check with Kathy regarding her costs to become a notary. There could be a charge to members or the board might reimburse Kathy’s costs and offer the service to members for free.
 - c. Clubhouse access: Board officers will have keys to the clubhouse.
6. Assignment of Board liaisons to Bayshore Committees/Task Forces:
- Budget/Finance: Carolyn Gardner
 Canal: William Nightingale
 Planning: Michael Vest
 Communications: Kenn Apel
 Safety: Steve Sager
 Social: Vivian Mills
 Long Range Reserve & Physical Assets: Tom Hurt
 Policies & Procedures: Storr Nelson
 Bylaw Task Force: Kate Guphill
 Good Neighbor: No liaison. (Michael Vest suggested there was overlap among this committee and others).
 Board liaisons were reminded to get signed ethics statements from each committee member and ask the current members if they wish to continue on the respective committee.

7. Other director-initiated topics - No other topics.

President Apel adjourned the meeting at 1:50pm.

Minutes written by Mary Lou Morris, Bayshore member

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