

BAYSHORE BEACH CLUB, INC.
BOARD OF DIRECTORS MEETING
Saturday, June 18, 2022

In Attendance

Kenn Apel, President	Division 1
Carolyn Gardner, Corp Sec	Division 5
William Nightingale, Director	Division 7
Steve Sager, Director	Division 3
Michael Vest, Director	Division 7
Vivian Mills, Director	Division 6
Storr Nelson, Director	Division 5
Kate Guptill, Director	Division 1

Absent

Tom Hurt, Vice President	Division 4
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President Apel welcomed everyone to the hybrid clubhouse and Zoom meeting, and Corporate Secretary Gardner determined that a quorum was present (Vice President Hurt not attending). The Board of Directors' Meeting was called to order by President Apel at 1:01 pm.

Approval of Minutes

President Apel asked if there were any changes before accepting the Minutes of the Board of Directors' Meeting of April 16, 2022.

Discussion regarding the acceptance of the prior meeting minutes for April 16th followed. 1) President Apel stated he would wish to replace the paragraph in the April minutes that discussed the demand letter for the Nightingale case. That language is provided below. 2) Corporate Secretary Gardner thought adding the wording "sponsored by the Artisan Group" was necessary to include in the Social Committee section of the minutes, so the members would know the Artisan Group was sponsoring the fundraiser for the Gazebo project with a 3K/5K walk/run.

Replaced paragraph for the April minutes: Vice President Hurt discussed a demand letter that was delivered to Bayshore before the present Board took office last May. The letter, sent by the attorney representing William Nightingale, was a claim against Bayshore and the Planning Committee at that time; there were some members of the previous Board who were referenced in the letter as well. The demand letter triggered a mandated pre-lawsuit mediation process. A mediation meeting was held on April 5th with David Hilgeman serving as mediator, and a resolution was reached. Four Board members (Hurt, Gardner, Sager, and Apel) met via teleconference to discuss the settlement and agreed in principle to approving it. Vice President Hurt also stated that a type of legal challenge as this current demand letter should have been sent to Bayshore's insurance company first and the insurance company would have assigned a lawyer earlier in the process; thus, some of the costs that Bayshore incurred with its own lawyer would not have occurred. In this particular policy, there is a \$5000.00 deductible. The settlement was completed as advised by the insurance agent and lawyer that served Bayshore, in the amount of \$5,000.00, which is Bayshore's insurance policy deductible, and all other expenses were covered by Bayshore's insurance. At the end of Vice President Hurt's

discussion of the demand letter, a formal vote was taken to accept the settlement of this dispute: Vote Passed 3 – 0. The Memorandum of Understanding is appended to these minutes.

Motion: Director Vest moved and Corporate Secretary Gardner seconded to accept the minutes with the above changes to add the new language about the demand letter statement to the Nightingale case section, and include wording to emphasize the difference between the Artisan Group from the Social Committee in the Social Committee section of the April meeting minutes. As there was no objection or discussion, the motion passed by consensus.

Approval of the Members Annual Meeting May 21, 2022

Director Vest wanted to clarify that the language that is in the minutes for the task force motion is what was submitted by Elaine Ferguson and what was sent out to the members for consideration for volunteering for that committee. President Apel confirmed the language was what was in the original motion.

Motion: Director Vest moved and Corporate Secretary Gardner seconded to accept the minutes as written. As there was no objection or discussion, the motion passed by consensus.

President Apel then pointed out that the third set of minutes for the Board of Directors Organizational Meeting held on Saturday, May 21, 2022, was already approved so the new BOD could go to the bank and switch over the signatories.

President Apel then discussed two additional comments that were not included in the agenda:

- 1) The Bayshore office is officially open Monday thru Saturday from 11:00 am to 3:00 pm.
- 2) Director Nightingale asked Tom Johnson, Bayshore attorney, on May 19, 2022 whether having Power of Attorney (POA) allowed a person holding the POA to run for the board. The attorney wrote back on Monday, May 23, 2022 stating: "Power of attorney does not make a non-member eligible to serve on the board of directors. Your Bylaws specify that board members must be a member in good standing. Even absent that provision the result is the same under the Oregon Planned Community Act:
94.639 Criteria for board of director's membership. (1) Each member of the board of directors must be an individual and, except as provided in subsections (2) and (3) of this section, an owner or co-owner of a lot in the planned community.

REPORTS:

President Apel started off by stating that if a report did not have an action item for the Board, and was an informational only item, then the board would not discuss the report, as it would be appended to the minutes and the members could read the report.

Financials: Report Submitted. Corporate Secretary Gardner asked to review the May report. The bottom of the report states that the insurance company reimbursed Bayshore \$5,000.00 for the deductible expenses, which will show up in the June report as part of Bayshore's income. The extra line on the report indicates the operating fund balance of \$970.00 for this fiscal year. All dues go in the operating expense fund and as

needed per the year that money comes out and goes into the checking account to do Bayshore’s expenses. The Long -Term Investment has not changed. The accounts receivables are within range and the Contingency fund hasn’t changed. 10 property transfers in May.

Facilities. Report submitted. Three action items to be discussed:

1) Previously SiriusXM music was cancelled in favor of streaming online music (Pandora, Spotify), for the pool, but the wireless signal was just not strong enough and made this method unreliable. Facility Manager Tunison is requesting permission to reactivate the SiriusXM account for the remainder of the pool season, and cancel at the end of the pool season. Cost \$60.00 for remainder of season. Corporate Secretary Gardner suggested the bookkeeper, Vicki, reinstate SiriusXM as she will have the reminder to turn SiriusXM back off at the end of the season via invoices.

Motion: Corporate Secretary Gardner moved and Director Guptill seconded to reinstate SiriusXM music for the remainder of the pool season, with Vicki, the bookkeeper, as the subscriber. As there was no objection or discussion, the motion passed by consensus.

2) Locking the chain link on the gravel parking lot at night: Facility Manager Tunison suggested Bayshore leave the chain unlocked at night as there have not been any issues with cars wanting to park in the gravel lot at night, and its extra work to go out in the late evening to lock the chain every night. Corporate Secretary Gardner thought it would be OK to do for a while on a trial basis, and Director Guptill suggested tourist season is starting and might become an issue soon.

Motion: Director Mills moved and Director Vest seconded to leave the chain locked in the evening as it is now, and maybe revisit at the end of the season. As there was no objection or discussion, the motion passed by consensus.

3) Facility Manager Bob Tunison’s dishwasher: \$652.00 would be approximate cost for Bob’s dishwasher. Director Nightingale mentioned in Bob’s defense, the dishwasher has been fixed multiple times, and is no longer energy efficient.

Motion: Director Guptill moved and Corporate Secretary Gardner seconded to replace Facility Manager Tunison’s dishwasher at approximate cost of \$652.00. A vote on the motion was taken.

Vote:

Apel	N/A	Vest	Yes
Sager	Yes	Mills	No
Gardner	Yes	Nelson	Yes
Nightingale	Yes	Guptill	Yes
Hurt	N/A		

Vote Passed 6 -1

Planning Committee. Report submitted. Report appended to the minutes. No action item.

Long-Range Reserve & Physical Assets. No report. President Apel acknowledged that Craig Jacobs turned in his resignation as the chair of the long-range reserve and physical assets committee. President Apel commended Craig Jacobs for doing a phenomenal job and thanked him for all his work.

Safety Committee. Report submitted. No action items.

Policies and Procedures Committee. Approval for Signs/RV revisions will be readdressed with the Planning Committee for updates. Debbie White, Interim Chair of the P&P Committee, requested the ability to ignore the cap on committee membership temporarily so additional members could be added to the P&P committee. The focus of the coming year will be looking at the committees and trying to finish cleaning up all the language and ‘board member stuff’. Pairing up with someone may help to motivate and clean up committees.

Director Vest commented that he has seen several committees that have no or limited members so it might be better to use volunteers wishing to serve on the P&P committee for some other committees before overloading the P&P committee. Interim Chair White replied, stating she started asking people to join the committee, and that was the reason why there was a wave of people wanting to join the P&P.

President Apel acknowledged all the work that Interim Chair White completed on the new language for P&P manual for the Nominating and Elections committee. He also stated that more having more members doesn’t necessarily mean that more work will be done. Committees normally have 2- 5 members.

Motion: Director Sager motioned and Director Nightingale seconded to keep the limit of five members on the Policy & Procedure committee and not accept the waiver at this time. A vote on the motion was taken.

Vote:

Apel	N/A	Vest	Yes
Sager	Yes	Mills	Yes
Gardner	No	Nelson	No
Nightingale	Yes	Guptill	Yes
Hurt	N/A		

Vote Passed 5-2

Interim Chair White requested that the Board approve adding two new member volunteers to the P&P Committee: Claire Magee and Roger Kronick.

Director Vest stated that the motion creating the Bylaws Task Force states no more than two members on the Task Force from any one Division, so acceptance of the recommended new members for the P&P committee would exceed the threshold for the Bylaws Task Force, with three from one Division on the current P&P committee.

Motion: Director Vest moved and Corporate Secretary Gardner seconded to table the current recommendation to accept the two nominees for the P&P committee until discussion of the Bylaws task force took place later that day. As there was no objection or discussion, the motion passed by consensus.

Social Committee. Report submitted. No action items. Report appended to the minutes.

Communication Committee. No Report Submitted. President Apel reminded members to send pictures for the Breeze and that the Breeze is looking for an editor.

Good Neighbor Committee. No action item.

Finance/Budget. Dan Gardner has resigned from the Budget committee.

Canal Committee.

Motion: Director Mills moved and Director Vest seconded to accept all the reports and include them to the minutes. As there was no objection or discussion, the motion passed by consensus.

Approval of 2022-2023 budget: President Apel stated the current year budget had set aside money for work related to Mackey Park, and read in the Bylaws that carried over items from capital projects that were not completed in the fiscal year need to be approved by the board of directors before money is carried over or allocated to the next fiscal year. Motion needs to be made so the money can be carried over to next year.

Motion: Director Vest moved and Director Mills seconded to allocate the \$9,400.00 for Mackey Park over to the next fiscal year. As there was no objection or discussion, the motion passed by consensus.

Director Mills asked why the Nominating Committee, that had never had an annual budget, had \$700 budgeted for the upcoming year. Corporate Secretary Gardner explained the budgeted amount was to pay for postcards to be sent out enlisting members to join the Board.

Motion: Corporate Secretary Gardner moved and Director Nightingale seconded to accept the budget for next year as presented. As there was no objection or discussion, the motion passed by consensus.

Corporate Secretary Gardner noted that she wanted to thank the budget committee. She stated she had not worked on such a competent committee in the past. Good people she stated!!

UNFINISHED BUSINESS:

A. Results of emergency board meetings:

President Apel stated that Bayshore had 4 emergency meetings recently:

- 1) April 30th Board emergency meeting to add Jeri Reinhart to the Planning Committee, and the board approved;
- 2) May 4th Board emergency meeting to approve adding John Gardner to the Election Committee, so he could participate on the day of the election with the ballots, and the board approved;
- 3) June 11th, Board emergency meeting to add Rebecca Hanken to the Planning Committee, and that was approved; and

4) June 14th, Board emergency meeting to approve the Board of Directors Organization meeting minutes, so the new Board members could go to the bank.

B. Artisans Group (Robin Adcock and Paula Brubaker)

Robin Adcock, member of the Artisans Group, read their Mission Statement: To enhance the livability of the Bayshore community by improving assets for the benefit of all members. Member Adcock's update of the Gazebo project and future projects are on the report that is appended to the minutes.

NEW BUSINESS:

A. Remarks on Ballots: President Apel commented that people were leaving innocuous comments on the ballots which were distracting. Next year, he encourages members to put a check mark and move on.

B. Agenda items from BOD working meeting (June 11, 2022) that require action: President Apel noted that Bayshore will have to put together a task force to get these action items done.

1. Good Neighbor Committee: question on whether it needs to keep going, or is it covered by other committees.

Motion: Director Mills moved and Director Vest seconded to sunset the Good Neighbor Committee. As there was no objection or discussion, the motion passed by consensus.

2. Mackey Park: Changes dealing with Mackey Park: a) Tennis court: general agreement with Long Range Reserve and Physical Asset committee for the tennis court to be cleaned. There is a company in Newport that does hot water pressure washing.

Motion: Corporate Secretary Gardner moved and Director Mills seconded to have the tennis court hot water pressure cleaned. As there was no objection or discussion, the motion passed by consensus.

b) Play Structure at Mackey Park: has to be commercial quality, not from Costco. Would be helpful if task force looked into this. \$11,800.00 to utilize.

Motion: Director Vest moved and Corporate Secretary Gardner seconded to have a task force look into what's possible for a playground structure at Mackey Park with money allocated for the playground. Director Nightingale suggested that the Artisans Group might be willing to research and make recommendations regarding a playground structure. As there was no objection or further discussion, the motion passed by consensus.

c) Mackey Park Drainage Issue: President Apel sent email for volunteers. Dave Jacobson has offered to volunteer his services.

3. Streetlights: Streetlights discussion was tabled, then brought up again at the last meeting.

Motion: Director Sager moved and Director Nightingale seconded to permanently table the streetlight discussion. A vote was taken.

Vote:

Apel	N/A	Vest	Yes
Sager	Yes	Mills	Yes
Gardner	No	Nelson	Yes
Nightingale	Yes	Guptill	Yes
Hurt	N/A		

Vote Passed: 6-1

4. Non-discriminatory language in founding documents: Elaine Ferguson pointed out that there was a bill passed in Oregon that HOA's and Condominiums must remove discriminatory language by the end of this year. President Apel will speak with Bayshore's attorney to find out what Bayshore can and cannot do. In the meantime, a task force is needed to help with this project.

5. Backyard rental: The Policy & Procedure Committee will look developing forms for members to rent the backyard space. The committee may be able to modify the documents used for the rental of the clubhouse. It was suggested that Bayshore put up a "Private Property" sign, which would be roughly \$40.00.

6. Use of Notary: Bayshore's Office Specialist, Kathleen Drossel, who also does the meeting minutes, has a current notary and would like to offer her services for free for Bayshore members.

Motion: Director Vest moved and Corporate Secretary Gardner seconded to reimburse Kathleen Drossel \$200.00 for her 4 -year Notary expense so she can notarize for free to Bayshore members. As there was no objection or discussion, the motion passed by consensus.

7. Task forces for capital upgrades? An office remodel, ADA review of the clubhouse, waterline addition to Mackey Park (put on hold), a new sign for Hilton Park, the dike path/trail surface rehab, a new kitchen dishwasher and garbage disposal, and playground equipment and picnic table for Mackey Park are new capital projects slated for the upcoming fiscal year. Some of these projects will need someone or a task force to take the lead on the projects. Corporate Secretary Gardner will take the lead on the ADA review of the clubhouse. Director Apel will contact the company to conduct hot water pressure washing on the tennis court. The Artisans group will take the lead on the playground equipment. President Apel suggested there may be some members who would volunteer their time and skills for the Hilton Park sign. .

Motion: Director Mills moved and Director Vest seconded to have Darrin Goodrick take care of the dike pass for \$2500.00 or less. As there was no objection or discussion, the motion passed by consensus.

President Apel will contact Facility Manager Tunison to take the lead on the clubhouse kitchen dishwasher and garbage disposal. President Apel also stated the conference table by the office should wait until after the ADA review.

C. Presentation on the Pioneer Connects Fiber to the Home Project (Brad Madison and Tanya Howie)

Brad Madison and Tanya Howie from Pioneer Connect provided a presentation on what is new with Pioneer Connect in the Bayshore community:

- a. Pioneer is upgrading its network due to the demand for faster internet and because its current copper network is exhausted and unable to deliver higher speeds that fiber can
- b. Process will start around August and take about 4-5 months.
- c. All fiber will be put underground.
- d. Pioneer is mandated to bring fiber to every home/lot.
- e. There will be no costs to Bayshore members.
- f. If a member has a concern, the member should contact Pioneer (by phone or via waldportfiber.net). That website provides additional information about the project.
- g. Pioneer wanted to begin communication with Bayshore community now; it also will be communicating more in the coming months.
- h. By virtue of the actual project, Pioneer may be coming onto members' properties. They intend to leave those properties the same if not better when they leave.
- i. If Pioneer trucks need to park temporarily in the East Parking lot, they should park in the NW corner of the lot.

D. Bylaws Task Force

P&P Interim Chair White presented seven named members who volunteered to serve on the Bylaws Task Force. A motion to create the Task Force was passed at the Membership Meeting.

Interim Chair White presented seven nominees for the Bylaws Task Force: four from Division 1, and one each from Divisions 3, 5, and 7. Additionally, the Board assigned Kate Guptill as Liaison, who is in Division 1.

An issue with the volunteers is that the language of the motion stated that no more than two members from a division may serve on the task force. With the current make up of the P&P committee and suggested members to add to the task force, that threshold would be surpassed.

Motion: Director Vest moved and Director Mills seconded to postpone assignments for the Task Force until the July Board meeting.

Discussion ensued about the language of the motion approved by the membership to create a Bylaws Task Force and the effect of that language on members wishing to volunteer for the Task Force as well as the P&P committee.

After some discussion, Corporate Secretary Gardner called the question regarding the Bylaws Task Force discussion. The motion was to postpone assignments for the Task Force until the July Board meeting. As there was no objection, the motion passed by consensus.

Motion: Director Vest moved and Director Mills seconded to not add Claire Magee and Roger Kronick to the P&P committee due to member limitations in the Task Force wording. As there was no objection, the motion passed by consensus.

MEMBERS COMMENTS:

John Gardner: If majority of Bayshore wanted to reopen the discussion of streetlights, how would you know? He suggested writing a letter for the Breeze to ask members who wanted lights back to respond.

EXECUTIVE SESSION:

The Board voted to meet in an Executive Session. The topics discussed were personnel and negotiation of contracts with third parties. No decisions or actions requiring a vote occurred.

Adjournment. The meeting was adjourned at 4:00 pm.

Minutes prepared by Kathleen Drossel, Bayshore's Office Specialist

DRAFT

BAYSHORE BEACH CLUB, INC.

MONTHLY REPORT TO BOARD

April 30, 2022

As of April 30, 2022, the 2021 Operating fund balance is \$130,998.46

As of April 30, 2022, the 2022 Operating fund balance was \$70,304.15

As of April 30, 2022, the Long Term reserve fund balance is \$369,526.41

Accounts receivable balance as of April 30, 2022 is \$ 11,983.87

Contingency Fund balance as of April 30, 2022 is \$18,016.

Current Liabilities including accounts payable and payroll related items total \$ 6,090.12 as of April 30, 2022.

There were 10 property transfers in February.

The financial reports are being prepared by

Carolyn Gardner
Secretary/Treasurer
Board member from district 5

DATE: Friday, June 10, 2022

TO: Bayshore Board of Directors

FROM: Bob Tunison, Facilities Manager

SUBJECT: June, 2022, Board Report

POOL OPENING:

The 2022 pool season opened as planned on Wednesday, May 25th. Two pool attendants, Jenny Lamb and Pat Lentz, returned as pool attendants for the new season. A new attendant, John Gregory, was hired to replace a previous attendant who did not return for the 2022 season. The attendance at the pool through the date of this report has been significantly less than in previous years due to a record breaking, cold, windy, and above average rainfall 2022 Spring season. The only task not completed prior to the opening of the 2022 pool season is the replacement of the pool's safety rope and floats which separates the shallow end from the deep end and which is required by County regulations. Receipt of the replacement rope is anticipated shortly (rope buoys have been received).

POOL MUSIC:

Prior to the opening of the pool and at the board's direction, our SiriusXM subscription for music was cancelled in favor of streaming online music (e.g., Pandora, Spotify) in order to save on the cost of our SiriusXM subscription during the pool season (approximately \$80.00 for the season). I found a way to stream the music by using my HOA cellphone while ensuring I did not miss calls placed to me on my HOA cell phone by forwarding those calls to my personal cell phone. The ability of streaming music for free as described above relied on Bayshore's wireless signal being strong enough to provide a continuous connection to the internet. Unfortunately and while the signal at times was strong enough to provide music at the pool, consistent and frequent loss of the signal rendered reliance on this method as completely unreliable. This along with interruptions in the connection due to programmed "time outs" by the provider due to the daily length of our use of the provider (10-12 hours of providing music at the pool per day) has resulted in this method being a failure for our needs. Pool music was discontinued at this time.

Consequently, I am requesting that we return to using SiriusXM to provide music for the pool. Prior to our initial subscription to SiriusXM and at the board's approval, I installed new speakers in the pool area as well a new receiver to support the use of SiriusXM and upon beginning our

subscription, we received the SiriusXM receiver which means that the only cost of renewing our subscription is the subscription itself. I have included a list of member comments/requests regarding the lack of music at the pool which primarily highlights their concern that pool music is not being provided at the pool (music has been provided at the pool for at least the past 6-years that I am aware of).

I would appreciate a decision on returning to our SiriusXM subscription at this meeting in order to begin providing music immediately since we are dealing with a typically short pool season. The cost of the subscription for the remainder of the 2022 pool season is approximately \$60.00.

PUMP REPLACEMENT/HEATER PROBLEM/:

Shortly after opening the pool, the pump on our chemical controller failed. I ordered a new pump and installed it. The old pump has been returned to the manufacturer since the pump was still under warranty. Following the pump failure and replacement, the chlorine pressure lines feeding chlorine into the pool failed and parts have been ordered to replace the lines and fittings. These parts should be received and replaced no later than June 14th.

We are awaiting a new, replacement ignition lighter and temperature sensor for the pool heater. Problems with both parts has resulted in occasional, lower-than-programmed temperatures in the pool since the opening date. The occasions have been rare when temperature variances have occurred and adjustments have been made daily to the heater program in order to minimize the impact of these faulty parts until the replacement parts are received. We expect to receive these parts and have them installed by June 24th.

EAVE REPAIR/FLAGPOLE REPAIR:

Several boards in the roof eave just outside the main pool entrance came down during a recent storm. These boards need to be replaced. I have asked the contractor who painted the eaves two years ago to give us a bid on replacing the board, he has visited the clubhouse to examine the damage, and I waiting to receive his bid. Since the repair will require the use of scaffolding, I have also asked that he included a separate bid to replace the flagpole rope which broke during a storm approximately 4-months ago. The scaffolding will be on wheels and will only require moving it approximately 15-feet in order to use it to replace the flagpole rope. The delay in replacing the flagpole rope has been due to refusals on the part of Spectrum, Fire Departments, contractors, and others who have the necessary equipment ("cherry-picker") to consider using their equipment to replace the rope for free or at an agreed price less than the only other alternative which is to rent a "cherry-picker" from Newport Rentals which would cost between \$350 and \$400 for a 10-minute job. I will forward the bid I receive from our paint contractor for

both the eave repair and replacement of the flagpole rope to the board for their approval as soon as I receive them.

LOCKING OF THE GRAVEL LOT GATE:

As decided by the board during the April Board meeting held on April 16th, we began locking a chain gate across the gravel lot east of the clubhouse building. When locking this gate seven-days-a-week at 8:30 PM, no vehicles were observed in the lot at the time the chain was set in place and locked. This has been the case since April 18th through the present time which includes the pre-pool season, the opening of the pool season, and includes the period of time during Memorial Day Weekend. Prior to using a chain to lock the parking lot (as well as the placement of boulders around the perimeter of the lot) the only sign describing the hours of operation for the lot were located at the farthest, eastern edge of the lot approximately 40-yards from the "opening" of the gravel lot off of NW Oceania Drive. When the boulders were installed on the perimeter of the lot (NW Oceania Drive and Pacific Way roads on the west and south sides of the lot, respectively), two posts were installed and formed the new entrance to the gravel lot. On those posts, two new signs were installed (one on each post) indicating that the lot is for use by Bayshore members and guests, that no overnight parking is allowed in the lot, and that the lot is closed from 8:30 PM until 8:30 AM.

It seems obvious that since no vehicles are present in the lot prior to locking the chain across the gate that the signs' new location in the front has deterred any vehicles from staying in the lot past the posted closing sign. For that reason, I am suggesting that this would suggest that we no longer need to place the chain across the gate and lock it each evening...the signs are having the effect we intended. Perhaps more significantly, I have been very concerned that continued use of the chain across the gate may well lead to an accident occurring where a vehicle strikes the chain. Although the chain does have reflective tape around it, both the chain and reflective tape are difficult to see especially when considering the drivers pulling into the lot see neither the chain or reflective tape until turning into the lot entrance at the last minute. I am asking that the board approve of discontinuing the practice of placing a chain across the gate opening until such time as it is proven that the existence of the signs at the opening of the lot fail to accomplish the goal of controlling vehicles parking overnight in the lot.

CLUBHOUSE LANDSCAPING:

Landscaping around the clubhouse for the season is nearing completion. Planters outside of the clubhouse's main entrance have been replanted and planters as well as shrubs around the perimeter of the pool fencing have been pruned and, in some places, replaced. The completion

of planting containers within the grass area at the front of the clubhouse is anticipated by the June board meeting on June 18th.

FACILITIES MANAGER'S APARTMENT...DISHWASHER REPLACEMENT:

I submitted a request to the previous board to replace the dishwasher in the Facilities Manager's apartment prior to the current board being elected. Understandably, the board was unable to act on this request since it was made due to the interim Annual General Members meeting of the Board of Directors during which only ballot-related matters could be dealt with. The submitted cost of installing a new dishwasher was approximately \$480.00 for the dishwasher, \$146.00 for electrical and plumbing installation of the unit, and \$26.00 for removal and disposal of the old unit. I would ask that the board consider approving of this request during the June Board Meeting.

CONCERNS REGARDING ACTIVITY ROOM ODOR:

Some complaints have been received regarding odors in the Activity Room of the Clubhouse and specifying the presence of tobacco odors. I admittedly smoke a pipe. However, I wish to ensure the members that while there is an odor occasionally present in the activity room of the clubhouse that it is not emanating from my apartment. The odor that is being noticed occurs only during the early Fall thru the early Spring when our boiler system is active and hot water is circulating through the pipes running around the entire perimeter of the floor. Whether for reasons of corrosion on the pipes or dust accumulation on the pipes (or a combination of both) during those months, an odor does occasionally exist in the activity room as a result. I have installed electrical outlet air fresheners to cover these odors and normally ensure that new cartridges are in place during late Fall through the early Spring months but failed to do so this year since early January due to my accidents. I apologize for the inconvenience but, most importantly, wish to ensure the members that if I thought that smoking my pipe was creating the odors that have been noticed that I would have done something about it previously. In any event, I ensure you that the aromatic blend I smoke would have produced far less repugnant odors than the ones emanating from our heating system! 😊

REVISED BUDGET REQUEST FOR LONG RANGE PLANNING/PHYSICAL ASSETS COMMITTEE

2022 Budget

1. 2022 Office Remodel	\$15,000
2. 2022 ADA Clubhouse Design Services	20,000
3. 2022 Water Line Addition Mackey Park (If not approved by BOD for 2021 budget)	6,400 plus \$40/month for water
4. 2022 New Sign Hilton Park	1,000
5. 2022 Dike Path/Trail Surface	2,500
6. 2022 Kitchen Dishwasher/Garbage Disposal	1,100
7. 2022 Conference Table, 6 Chairs	1,200
8. 2022 Swings Set Mackey Park	5,500**
9. 2022 Teeter Totter/Climber/Boarder Mackey Park	5,000**
10. 2022 Picnic Table Mackey Park	800
11. Clubhouse Patio Project (32 X 32 slab, materials only) (If not approved by BOD for 2021 budget)	3,000**
	<hr/>
	\$61,500
	9,400
	<hr/>
	\$52,100

Note - \$3000 was added to #3, bringing total for that Line item to \$9,400. BOD approved spending \$9,400 at the April meeting.

Bayshore Safety Committee Meeting Minutes 4-29-2022 12:30 pm

Attendance: Karen Fitzgerald, Chair, Steve Sager, BOD liaison

The committee discussed the purchasing of industrial strength shelving for storage of cache supplies. The decision was made to purchase three Ironton 4-tier shelving racks from Amazon. The committee had questions regarding the purchasing and the proper charging to the Safety Committee budget line item. Steve Sager will contact the Bayshore office.

Addendum: Bob Tunison assisted the Safety committee with ordering the storage shelving. The items will be delivered to the Bayshore office: Attn: Bob Tunison. The expected delivery date is between May 26 – June 6. The Safety committee will arrange the transporting of the shelving to the Cache.

The Safety committee will schedule time for the assembly of the shelving and organization of supplies.

Respectfully submitted,

Karen Fitzgerald

In attendance: Elaine Ferguson, Kenn Apel, Jennifer Berry, Kathi Lenz, Debbie White

Meeting: May 12, 2022 via Zoom / 4:25 pm to 5:34pm

Old Business:

Staff Job Descriptions/Evaluations: Jennifer wants to work with staff to make sure that the job descriptions are accurate, then will hand off this task to another committee member.

Member concern regarding RVs, Elaine submitted a draft policy. Since the Board will do no business in May, it will be submitted at the June meeting.

Bids for work at HOA (vendor requests) policy, Kenn—this request was made by Craig, who is the Long-Range Planning Committee. More discussion will take place in June's P&P meeting with possible recommendations for mid-summer,

Revisions to Nominating Committee & Elections Committee Policy: Tabled until June's Meeting

Member Reports:

A brief discussion about the Roberts Rules of Order trainings, how elections were progressing in regards to potential tweaks in the policy/procedures/templates, the desire for an Annual Review from each committee for the Annual Member Meeting

New Business & Assignments for June:

Change to committee members, Jennifer to meet with staff to complete Employee Job Descriptions, Debbie as Acting Chair for June-August (Elaine taking a leave of absence for family)

Action needed by BOD:

Approval: Signs/RVs revisions* (See attached)

Respectfully submitted: Debbie White (Interim Chair, Policies & Procedures Committee – June 8, 2022)

Social Committee Report

June, 2022

Roger Smith, Chair

Come join member Jane Murray at the Clubhouse for some chair Yoga. Classes will be held on Tuesday and Thursday mornings at 9:00am. First class will be June 14th. Hope to see you there!

6/16/22 - Thursday, Babe's Rock Painting, 7-9pm. Come join Babe Hamilton and paint some rocks. Bring some wine to share, along with a few rocks to paint. This is always a fun event and a great way to meet new members.

6/25/22 – Saturday, Meet & Greet BBQ – 11:30a – 3:30p. It's not too late to sign up! Come join other members and families for food, fun, and live music from "Weird Science". Your Social Committee will be cooking up some burgers and dogs along with other food favorites in the west parking lot of the clubhouse. Weird Science will be performing hits from the '80's starting at 12pm. Please RSVP for this event by Wednesday, June 22nd to: social.bayshorebeach@gmail.com.

The Social Committee has had requests from members about playing cribbage, scrabble, or backgammon. If you want to meet up with others who play, shoot us an email and we'll attempt schedule something up.

Bayshore Beach Club, Inc.
2021-2022 Budget Worksheet

		Proposed Budget 2022-2023
40016	Dues (1015 billable properties)	253,750.00
42000	Boats & RV Permits	250.00
42500	Building Use Fees (\$25/hour)	500.00
44000	Donations/Miscellaneous Income	1,000.00
44500	Height Variance Requests	400.00
45000	Interest	
	45000-a - Dues	1,750.00
	45000-c - Savings & Investment	100.00
Total 45000 · Interest		
46000	Lien Fee Reimbursements	500.00
46500	Pool Pass/Diaper Sales	5,000.00
47500	Transfer Fees (\$150.00)	10,000.00
48000	Transfer from Reserve	58,430.00
Total Income		331,680.00
50005	Office Administrator-wages	40,000.00
50020	Facilities Manager/Pool Manager - wages	40,000.00
50025	Payroll Taxes	13,000.00
50030	SAIF Insurance (workers comp)	2,500.00
50035	Pool Staff (attendants) - wages	20,000.00
50055	Operating Personnel Expenses	
	50055-b · Facilities Manager- vehicle	300.00
	50055-h · Secretary/Treasurer - Vehicle	100.00
	50100 - Pool staff expenses	150.00
Total 50055 - Operating Personnel Expenses		550.00
Total 50000 · Operating Personnel		116,050.00
51000	Administrative Expense	
	51005 - Accounting Fees (Accountants & Tax Account	6,000.00

Bayshore Beach Club, Inc.
2021-2022 Budget Worksheet

	51006 Changed to 51065-e QuickBooks	
	51020 - Bank & Safety Deposit Fees	250.00
	51035 - Postage Machine Rental	500.00
51040	Insurance	
	51040-a · Board Liability-D&O and tail	6,000.00
	51040-b · Surety Bond	0.00
Total 51040 - Insurance		6,000.00
51050	Legal Fees	10,000.00
51055	Lien Fees	500.00
51065	Office Supply Purchases	
	51065-a · Outside Printing & Reproduction	3,000.00
	51065-b · Postage & Shipping	2,000.00
	51065-c · Office Supplies	5,000.00
	51065-d - Computer Costs	500.00
	51065-e Quickbooks Payroll Expen	590.00
Total 51065 · Office Supply Purchases		11,090.00
51080	Telephones	1,800.00
51081	Internet Expense	1,000.00
Total 51000 · Administrative expense		37,140.00
52000 · Site operating expense		
52005	Clubhouse Décor	200.00
52020	Insurance	
	52020-a · Flood Insurance	3,500.00
	52020-b · Property Insurance-Commercial	16,000.00
Total 52020 · Insurance		19,500.00
52025	Cleaning & Sanitation(was Janitor S	2,500.00
52030	License & Permits(was 52035)	1,200.00
52040	Building Materials/Supplies(new)	2,000.00

Bayshore Beach Club, Inc.
2021-2022 Budget Worksheet

52042	Small Tools & Equipment(new)	500.00
52045	Landscaping Supplies(new)	500.00
52050	Playgrounds & Parks	500.00
52051	Equipment Rental	400.00
52053	Spring Clean Up	2,000.00
52055	Pool - Chemicals & Supplies	5,000.00
52065	Recreational Equipment/Supplies	400.00
52085	Utilities	
	52085-a Clubhouse TV	1,500.00
	52085-b · Electricity	6,000.00
	52085-c · Propane - Clubhouse & Pool	20,000.00
	52085-e · Trash	2,200.00
	52085-f · Water	6,000.00
	52085-h-septic services	500.00
Total 52085 · Utilities		36,200.00
Total 52000 · Site operating expense		70,900.00
53000	Repairs & Improvements	
53010	Bldg Repairs/Service(see attach)	6,500.00
53014	Equip. Repair/Service(see attach)	1,500.00
53015	Excavation/Grading Service(see at)	2,000.00
53025	Septic Repair/Service(see attach)	1,000.00
53035	Floor Repair/Cleaning Serv(see at)	700.00
53045	Pool Repairs & Improvements	6,000.00
53050	Sport Court Repairs/Improvements	2,500.00
53055	Lawn & Ground Service (new)	2,000.00
53056	Inspections & Surveys (new)	1,000.00
Total 53000 · Repairs & Improvements		23,200.00
54000	Committee Expenses	

Bayshore Beach Club, Inc.
2021-2022 Budget Worksheet

	54005 - Board of Directors	1,000.00
	54009 - Communications Committee	490.00
	54011 - Doggie Pot Station	1,000.00
	54020 - Planning Committee	500.00
	54026 - Safety Committee	1,100.00
	54030 - Social Committee	5,000.00
	54035 - Canal Committee	3,500.00
	54040 - Nominating Committee	700.00
Total 54000 - Committee expense		13,290.00
	5500 Capital Projecta	52,100.00
Total Expenditures		312,680.00
58000	Contingency Fund	19,000.00
TOTAL CASH DISBURSEMENTS		331,680.00