

BAYSHORE BEACH CLUB, INC.
RECORDING OF BOARD OF DIRECTORS EMERGENCY MEETING

Tuesday, August 30, 2022

In Attendance via Email

Kenn Apel, President	Division 1
Tom Hurt, Vice President	Division 4
Carolyn Gardner, Corporate Secretary	Division 5
Kate Guptill, Director	Division 1
Vivian Løjborg Mills, Director	Division 6
Storr Nelson, Director	Division 5
William Nightingale, Director	Division 7
Steve Sager, Director .	Division 3
Michael Vest, Director	Division 7

The emergency meeting was held via email. All directors consented to the meeting via that electronic medium.

Bayshore Bookkeeper Position

On August 30, 2022, President Apel and Corporate Secretary Gardner interviewed an applicant for the bookkeeper position: Kathi O’Leary. President Apel and Corporate Secretary Gardner determined that Ms. O’Leary had a significant background in the types of tasks required for the position (e.g., preparing monthly statements and year end reports, reconciling bank and credit card statements, sending out monthly statements to customers, receiving payments, making deposits, paying vendor invoices, providing W2 forms for employees at year end, generating federal and state form, preparing employee paychecks, and other general bookkeeping tasks). She also is highly familiar with Quickbooks. President Apel and Corporate Secretary Gardner recommended that the Board hire Ms. O’Leary as the Bayshore Bookkeeper.

A vote was taken on the recommendation.

Vote:

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

Vote Passed 6-2

Minutes prepared by Kenn Apel