

BEVERLY BEACH IMPROVEMENT CLUB
Board of Trustees
Meeting Minutes of January 7, 2010

The meeting was called to order at 10:15 am at the home of Trustee Dianne Shiner.

Attendees: Fred Marshall, Joel Wight, Ron Buzard, David Demorest, Dianne Shiner and Jim Lightner. Lloyd Hammel attended by phone conference call.

Secretary/Treasurer Ron Buzard read the minutes of the August 28, 2009 Board meeting. The minutes were unanimously approved as read.

FINANCIALS

Ron handed out the financial statements as of December 12, 2009 and noted that he attempted to load the current 01/07/2010 file from the bookkeeper into Quickbooks, but was unable to due to a computer program problem. He will distribute the latest financial reports in the near future, as soon as the program is fixed.

Ron reported that there are 4 dues delinquencies and that collection efforts are ongoing. One owner has not paid the \$60 plus late fees for last year and this year. Both registered and unregistered notices have been sent and returned as not claimed. Fred will attempt to contact this person by phone. If he is not successful in getting a payment, then the Board will take action to place a lien on the property. The Board also decided to place a lien on Lot 167 Division 1 because of foreclosure proceedings on this property and a trustee sale is scheduled on April 2, 2010. None of the dues assessments have been paid for 2010 on this property.

2nd half dues notices will be mailed next week.

WATER SYSTEM

Ron reported that 105 water meters have been installed and there is one water meter left to install at the Boschee residence on Fir Street. The contractor has had difficulty in locating the water line and shutoff valve and should have it finished by next Thursday, January 14th.

The Board approved payment of \$1.00 per meter for the person doing the meter reading and Jim Lightner asked for the position and was chosen by the Board. A walk around with Mark (the installer) will be scheduled at 9:00 AM on Friday, January 15th, at which time the initial reading of the meters will take place. In the future, meters will be read on or about the 1st of every month, until we have gathered enough usage data to allow us to construct a tiered rate payment system. After the rate system is approved by the membership, the meters will then be read quarterly and billings will commence at the end of each quarter. The Board hopes to have sufficient data to present it at the annual meeting on July 31, 2010 and could then start quarterly billing at the end of the 3rd quarter in 2010.

It appears that all leaks have been identified and repaired. Sue Wicklund reports that water usage has returned to normal at about 6,000 to 7,000 gallons per day.

Ron will look into getting a large BB 1 & 2 map with owner names imprinted on lots.

Ron acquired 2 water main valve wrenches to be located at Ron's and David's homes.

EMERGENCY CONTACTS

Ron will develop a numbered area phone list of owners to be contacted in the event of a water shutoff emergency. It will be constructed to identify owners affected between water main shutoff valves so that owners within that area can be contacted immediately by a Board member assigned to that numbered area. We also need to assemble emergency phone numbers (cell & work phone numbers) in addition to home phone numbers and plan to request that info in our next mailing. These numbers will also be used in the case of any other emergency, such as fire, windstorm damage, etc.

10' TRAIL – USE AGREEMENT+

Fred reviewed the status of the agreement on the 10 foot trail area adjacent to Lot 143, Division 1. He researched the county records and found that the recent survey was not recorded and he will see to it that the recording is accomplished right away. The attorney can then proceed to prepare the document for execution. Tommy & Kathy Mine are owners of the lot and will be allowed to landscape the trail area with plantings of various shrubs until such time when the trail may be developed. The document will acknowledge that the Mine's will waive any future right of adverse possession of the trail. It is also understood that the agreement will be revocable by the Board at their sole discretion.

BBIC RECORDS & BACKUP

Fred suggested we use an external backup service for BBIC records, most of which are on Ron's computer. Board members will have access to these records. Ron will research various services and report back to the Board in the next few days.

OTHER BUSINESS

Future Board meeting dates are April 8th and June 10th.

Meeting adjourned at 12:30 PM.

Respectfully submitted
Ron Buzard
Secretary/Treasurer