

**BEVERLY BEACH IMPROVEMENT CLUB**  
**Board of Trustees**  
**Meeting Minutes of April 8, 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, Lloyd Hammel, and Jim Lightner.

Secretary/Treasurer Ron Buzard read the minutes of the January 7, 2010 Board meeting. The minutes were unanimously approved as read.

**FINANCIALS**

Ron handed out the financial statements as of April 8, 2010. A discussion followed on the preparation of a 2010 – 2011 budget, which is needed to determine: (A) the funding of a reserve account for equipment and repair contingencies; (B) to properly identify and allocate water user and non-water user expenses; (C) identify water system expenses as they relate to establishing the tiered rate water charges. Ron will develop the budget and supporting documents along with a draft of a five year plan for the June 10, 2010 Board meeting. Lloyd suggested that we create a “Special Reserve Account” for water hookup fees. This account would be separate and apart from the reserve account in (A) above and would be a “rainy day” account for emergencies, etc.

**WATER SYSTEM**

Ron reported that all water meters have been installed and that the water usage averages  $\pm$  5,000 to 6,000 gallons per day, which is normal use for winter. At the Board’s suggestion, Ron will present a chronological history of water system improvements over the last several years at the annual meeting

David and Lloyd will have some data on the tiered rate schedules to present at the annual meeting on July 31, 2010. However, it was decided to delay the member vote and implementation of a tiered rate system until spring or summer of 2011, because the first full month that the meters were read was on March 1, 2010 for the month of February. It will be necessary to accumulate at least 12 monthly meter reports in order to decide on a balanced rate structure, on which David and Lloyd have been concentrating.

David has been attending regular meetings of the Whidbey Island Water Systems Association (WIWSA) which has turned out to be a very helpful resource in all aspects of water system management. He presented a “Water Audit” plan which would include documenting leak detection, date detected, date repaired, cost of repairs, and a short description of the fix. He discussed the need for periodic static water level measurement of the well. This requires the installation of a PVC pipe in the well, through which a sensing device can be periodically dropped to determine any fluctuation in the water level. The Board unanimously approved the expenditure of approximately \$500 to install the pipe. WIWSA has a sensing device that its members can borrow, which eliminates the need to buy one for about \$500. The Board thanks David for taking the time to attend these meetings.

It was suggested that owners leaving their residence for extended periods, be asked to shut off the water valve located in the meter box. This suggestion, along with asking owners to periodically clean off or sweep the top of the meter box will be included in the annual meeting announcement mailing in June.

**OTHER BUSINESS**

The next Board meeting will be held on June 10, 2010.

Meeting adjourned at 12:00 PM.

Respectfully submitted  
Ron Buzard Secretary/Treasurer