

BEVERLY BEACH IMPROVEMENT CLUB

Board of Trustees

Meeting Minutes of **July 18, 2011**

The meeting was called to order at 10:00 am at the home of Trustee Dianne Shiner. Attendees: Fred Marshall, Joel Wight, Ron Buzard, Maureen Horn, David Demorest, and Dianne Shiner. (Jim Lightner unable to attend.)

MINUTES OF JUNE 29, 2011 MEETING

Members confirmed that the minutes of June 29 have been reviewed, approved, and posted on the BBIC website.

CONTRACTOR SELECTION

Ron has had further conversation with Sue Wicklund and she has declined submitting a bid to contract for our water management services. While she was recently on vacation, problems arose regarding chlorine levels and malfunctioning of the pump. Joe Waldrup, one of the bidders being considered, was asked to step in to correct the problem and Ron was quite satisfied with the quick response, the results, and additional advice received at the time. After reviewing 3 bids, all of whom are licensed and bonded contractors, the Board **voted** to contract for Water Management Services, beginning August 1, with Joe Waldrup (also the current president of the Whidbey Island Water Systems Association), based on the terms set out in Ron's comparative chart. Joel will review the details of the contract before it is signed. Joe will attend the July annual meeting and be asked to speak to the members.

BILLER SELECTION

After considering several options, the Board **voted** to contract with Joe Waldrup for quarterly billing services (for charges for excess water use) at \$175/quarter, beginning with the Nov 2011-Jan 2012 quarter (if the proposed rate/billing recommendation related to such excess use is passed).

Jim Lightner will continue as the meter reader, with Joe Waldrup as his backup (also charging \$1/meter/month), and Joe will do a walk through with Jim after he starts as BBIC water manager. Pauline will continue to do the annual billing of the fixed dues/fees. At this time, both annual and quarterly payments will be collected, deposited, and followed up by Treasurer Maureen. Ron will receive Jim's readings and record them in a spreadsheet as he does now, and will send it to David for the website, and to Joe for the billing basis. Ron will request a copy of Joe's billing form for us to review.

LEAKAGE POLICY

It is anticipated that leaks will continue to develop and we will have concerns about overage billing due to water leaks. After considerable discussion, the Board decided that we will not charge overage usage caused by leaks, at this time, but will educate all members to shut OFF their water at the meter whenever they are going to be gone for more than a few days (as well as shutting the circuit breaker to the hot water tank, in order for it not to burn out if the water is shut off). David Demorest will prepare a

handout for the annual meeting that will be used to demonstrate how to do it. This will also be sent out in the annual billing. We will revisit this issue in a year.

RATE REPORT FEEDBACK

Fewer than 8 people contacted Board members regarding the proposed rate structure; concerns included future hookup fees, a quarterly base (15,000 gal/qtr) for overage charges, tiered rates beyond the base, leakage charges, no need for billing, the level of the intended reserve, explanation of how we arrived at both the capital and the operative annual fees, payment dates, etc. 12 proxy ballots were returned so far, with 10 favoring the proposal as presented, 1 against, and 1 incomplete.

VOTE/BYLAWS CLARIFICATION

After reviewing the bylaws, it was decided that we will vote by card at the meeting (in addition to those who vote by mailed proxy) to determine the acceptance of the proposed rate structure change...one vote per owner lot with water rights. Amendments will be handled through parliamentary procedure.

Additionally, the BBIC Articles of Incorporation and Bylaws will need to be changed after the annual meeting based on the outcome. The proposed revisions will be sent to all members for a mail ballot return or a vote to approve them no later than the annual meeting in 2012.

ANNUAL MEETING RESPONSIBILITIES

Fred - overall management of the meeting and agenda

Maureen - will prepare financial report handouts for the meeting and will address any questions in their regard

Ron - will explain the management shift and introduce Joe (who will also speak to the membership).

-will provide the voter cards and secure someone for the front sign in/welcome table. Donna Eines and Ray Owen have done the sign in and welcome in the past and Ron will contact them.

-will provide some copies of last meeting's minutes (?)

Joel - will introduce the rate structure proposal, covering the background, study, and principles

Dianne - will briefly review the proposed resolution, respond to questions (and solicit input from other Board members, Joe, or other "on call" members), and prepare for a vote. Fred will conduct the vote, including amendment changes.

David - will prepare the shutoff instruction sheet and respond to questions.

Under "other business" on the agenda, we will handle the shutoff instruction. a change of month for the annual meeting, and we are anticipating items regarding a beach garbage can, and broadening the scope of responsibility of BBIC.

GRATITUDE TO DAVID

Since this was David's last Board meeting, gratitude was expressed for his extraordinary skill and commitment in developing the complicated base for this important rate discussion. He is willing to continue as our "web guy" Thank You!

NEXT MEETING: Wed. August 10, 10 AM...agenda to include bylaw revisions.

...Submitted by Dianne Shiner for Secretary Ron Buzard