

**BEVERLY BEACH IMPROVEMENT CLUB**  
Board of Trustees  
Meeting Minutes of **Feb 8, 2012**

The meeting was called to order at 1:00 pm at the home of Trustee Dianne Shiner.

Attendees: Fred Marshall, Joel Wight, Ron Buzard, Maureen Horn, Jim Lightner, Jean Summer and Dianne Shiner.

**MINUTES** of the Oct. 5, 2011 meeting were reviewed and approved by email and are posted on the website.

**TREASURER REPORT**

Maureen Horn reported that we now have \$10,821 in our checking, \$20,036 in our contingency savings, and \$62,667 in our capital reserves (which was seeded with \$35,000 in August 2011 from the former savings account). There is only \$1600 outstanding income for the current fiscal year, and only 6 people who are not paid in full. The second billing was sent out in December and due by Jan. 31. Maureen will contact these individuals personally and try to work out a good faith payment plan where needed because of unemployment. We reviewed the by-laws in regard to liens for non-payment and agreed that the Board has discretion in determining the right course of action.

Maureen further reported that she has successfully recouped all outstanding debt from the foreclosure and sale of the Bloom property! She also indicated that she will be unable to continue on the Board after the 2012 Annual Meeting.

Board members were reminded to notify Maureen of any debit charges that need to be properly identified to align accounts with Pauline. It was discovered that Pauline has created some new lines in the chart of accounts and has been assigning some payments differently than budgeted and utilized in the last few years. Dianne and Maureen will review so that Pauline can be given guidelines consistent with past years.

**FIRST QUARTERLY BILLING**

Joe Waldrup sent out our first quarterly billing (Nov. - Jan.) to 4 of 5 members with overage charges during this period of time. In review, this was clearly not cost efficient and was sent without guidelines from the Board. **The Board decided** that:

- \* in the future, bills would NOT be sent for fees under \$5,
- \* that bills would reflect each month's overage,
- \* that the need for charges for overage caused by leakage would be made by agreement between Jim Lightner, Ron Buzard, and Joe Waldrup. Negligence would be determined on a case by case basis and reported to the full Board,
- \* that Dianne will visit the person with the .22 cents charge and explain the write-off and situation,
- \* and that Ron will tell Joe that he will NOT do the billing for the next quarter (Pauline will be asked to do it if needed).

The Board further agreed to abide by the quarterly billing established as a one year experiment at the last annual meeting. When we prepare a report to the membership, the Board will seriously review the results and make recommendations.

### **FLUSHING SYSTEM PROPOSAL**

Ron presented an analysis of the flushing system needed to eliminate the bad smell that used to be common in the water system. There is a \$42,000 estimate for the cost of a circulating pump presented by an engineering firm. In the meantime, Joe has been resolving the problem by creating an alternating flushing schedule that has proven to be effective in circulating the chlorinated water and preventing the gassy smell forming. Quite a bit of extra time is required to do this and Ron proposed an additional fixed monthly fee for this work, rather than a potential hourly billing. The Board has not taken action on the proposal, pending Maureen sending a monthly summary of payments so far to Joe for additional work beyond the basic contract. We will attempt taking action via email or wait for the next meeting.

### **COMMUNITY DIRECTORY**

Members have received the 2012 Directory with much appreciation. Kudos to Ron...and Lori....for their work on this, and to Robin Charlwood for the cover photo. Ron asked that it be reported that the Directory costs this year were considerably more than in the past.

### **FLOOD INSURANCE PROBLEMS**

Apparently all waterfront homeowners have received notices regarding the national FEMA requirement that owners have flood insurance.....which Island property owners are not able to get because this is not a designated flood plain. This has negatively impacted some BB residents in trying to refinance. One member of the community successfully reversed this Catch 22 by hiring an attorney. Maureen will discuss this matter with the person who requested help with understanding what was sent in the mail.

### **METER READING**

Jim reported that many of the meters in the community should have the glass tops replaced to make reading easier. We have several kinds of meters installed in our system. Joe and Jim will be doing the February reading together in order to determine the need/cost for changes.

### **BYLAW REVIEW**

Joel presented his latest revisions to the bylaw proposal. Overall, the Board is enthusiastic about the new language and clarity. Some tweaks were made during the line-by-line review, and we re-confirmed the intention to establish Board terms, and

limits. Joel will take the suggestions from the meeting and send another draft by email. If we concur in accepting the changes, then a Draft of the Bylaws will be prepared for a mailing at the Board's next meeting. We will establish a timeframe for feedback and possibly incorporate suggestions in the annual meeting mailing with the intention of a bylaw passage by mail, and backed up by a vote at the meeting if the mail fails to get a majority response (as per the new bylaws!).

Dianne created a grid to determine a system for establishing Board terms and turnover without losing the experience of Trustees all at the same time. Each current member is completing a form to indicate for how long they might be willing to continue to serve on the Board. We will also solicit interest and suggestions for new Board members in the April mailing as the Nomination committee will have a more complicated time this year if the Bylaws pass.

### **NEXT MEETING**

Wednesday March 28 10 am at Dianne's. Continuing agenda includes:

- Flushing proposal

- By law mailing

- continued billing conversation (accrual? letter?)

### **ANNUAL MEETING**

Saturday, July 28th, 2012. Ron will arrange for Senior Center room.

Draft submitted by Dianne Shiner, Secretary