

**BEVERLY BEACH IMPROVEMENT CLUB**  
**Board of Trustees**  
**Meeting Minutes of October 5, 2011**

The meeting was called to order at 10:00 am at the home of Trustee Dianne Shiner.

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

**Articles of Incorporation**

Joel Wight presented a revision of the Articles that incorporated the approved splitting (2010) the position of Secretary and Treasurer, as well as correcting the date of the annual meeting. The motion to submit the revision was unanimously approved. Dianne will send the materials into the State.

**Bylaws Review**

A Board subcommittee (Joel, Dianne, and Ron) thoroughly reviewed and proposed revisions to the current bylaws, including the addition of term limits for the Board, limitation on the sale of assets, voting on assessments only when a change is proposed, addition of the Capital Reserve language. The discussion led to further revisions (particularly around "owner/member" language, and the definition of a capital reserve baseline) and Joel will rewrite and circulate among the committee members for further input. We still seek clarifying language and implementation for our voting processes.

**No Increase in Hookup Fees**

In response to annual meeting requests, the Board reaffirmed that no increase in hookup fees will be proposed at this time. Dianne will draft a statement of the rationale for this decision.

**Finances**

Maureen Horn reported quite positively on the income from the first billing of our new fees. Only 8 members have not paid their dues yet. Of 107 connected hookups, 18 have not yet paid, and 17 have paid the first half of the year. However, 72 have paid their full annual assessments which contributed to our Capital Reserve growing to over \$54,000 as well as the contingency savings fund. Maureen will allow more time and then make phone calls to those who are overdue as this was quite effective last time.

**Joe Waldrup gas reimbursement**

The Board voted unanimously to approve the reimbursement of Joe's gas costs over and above his contracted monthly fee. Maureen will write a check for \$182.40 for his September costs, and Ron will ask Joe to submit an invoice at the end of each month. We are quite pleased with his initial work for us as the new BBIC water manager.

**Meter reading disclosure to tenants**

In response to a request, the Board decided that tenants should contact their landlords to obtain information about their water usage. Fred will convey this message to the inquirer. Dianne has the list of account numbers for members who forgot their number and wish to check usage on the BBIC website.

**August/September overage numbers**

In reviewing the overage usage in the first two months of the system, we noted both conservation (yeah!) and reasons for some high numbers. The Board decided to phone all owners with overage at the end of our first fiscal quarter (Aug - Oct) when we also have the Oct. readings to let them know what their bill would be if we had decided to start with the first quarter, rather than the second (Nov - Jan). Fred will organize the list and send contact assignments out to everyone. Joel will draft a "script" for the calls to help in consistency.

**Contact protocol for Joe**

In response to a particular request to Jim Lightner, the Board reaffirmed that any members wishing to contact Joe should do so solely through Ron Buzard.

**BBIC hookup access beyond Beverly Beach**

In response to a request for clarification, the Board voted unanimously to approve a motion that all water from the BBIC water system is intended for usage exclusively within the boundaries of legal plats Beverly Beach 1 and 2. Jim Lightner will communicate this response to inquirer.

**Next meeting: January 11, 2012, 10am at Dianne's**

Agenda includes: By-law review

Hookup fee rationale statement

Development of term limit implementation

Submitted by Dianne Shiner, Secretary