

**BEVERLY BEACH IMPROVEMENT CLUB**  
**Board of Trustees**  
**DRAFT Meeting Minutes of September 6, 2012**

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

Attendees: Board members Ron Buzard, Jean Summers, Jim Lightner, Linda Kemp, and Dianne Shiner.

**Amending Management Contract**

Several items have changed over the course of the first year of Joe Waldrup's contract and need to be imbedded in a contract revision. These include:

1. His management, flushing, and travel allowance should all be considered as one recurring fee for accounting purposes. We decided to fix that amount at \$900/mo and NOT to increase the well cleaning amount of \$300.
2. Billing should be removed.

Dianne will make changes in the contract for Ron to discuss and sign with Joe.

It was further decided that labor charges paid him for emergency repairs should be listed under repairs, rather than management. Supplies for those repairs should be clearly charged to supplies and backed by receipts. Concern was also expressed to find less expensive ways (several people were identified) to do work such as weed wacking the fire hydrants.

**Water Rights Repurchasing**

By request, we reviewed our ability to purchase previously sold water rights back to the BBIC. It was moved and unanimously decided that we could NOT do this. The significant expenditure of assets, particularly with the restrictions now on our reserve funds, is beyond our ability and would establish bad precedent. A member with water rights always has the ability to sell them independently to a purchaser as they are transferable. Fred Marshall will respond in writing to the inquiry.

**Debit Card Issues**

The treasurer brought to our attention the many problems with our having so many debit cards in potential use. Linda requested that we stop using the cards for purchasing and submit receipts for reimbursement, designating the account to which it should be charged, in a timely way. We all agreed.

**2011-12 Financial Statements and 2012-13 Budget**

Updated and corrected financial statements are being sent to members with the minutes in the annual billing packet. An operating shortfall of \$5,349 was covered by our contingency fund (now at \$9,920 at the close of the fiscal year). Two primary reasons were much lower overage fees than anticipated (\$4000) and excess cost (\$2000) in supplies (Ron will review the detail with Joe). Dianne will prepare and send a comparative budget for the coming year so we can be watchful for changes to be proposed in the rate structure review.

The meeting was adjourned at 11:15, and those who could stayed to mail out the bills.

Reminder: Board Training for Utility Management, free workshop, Saturday, Sept 8, 8:30 am-4:15pm at the Race Road Fire Station in Coupeville. Technical assistance for rural communities sponsored by the Office of Drinking Water of the WA Dept of Health.

submitted by Dianne Shiner, Secretary