



**BEVERLY BEACH IMPROVEMENT CLUB
P.O. Box 12. Freeland, WA 98249-0012**

www.beverlybeachimprovementclub.com



Minutes of BBIC Board of Trustees Meeting

Thursday June 22, 2017

The meeting was held at the Kemp residence, 4144 Beach Drive, Freeland, WA and called to order at 10:00 am.

Board Members Present:

Robin Charwood, Gordy Frederickson, Linda Kemp, John Barney and Trisha Brigham.
Jim Norman was unable to attend. Ron attended as a guest.

Everyone was welcomed. Robin handed out the agenda which included 10 items for discussion.

Agenda Discussion

1. Review of operations, Sanitary Survey, routine testing and maintenance.

The Sanitary Survey was shared with the group. BBIC water system passed with no major issues. This is a comprehensive survey which is done every five years. Our half of the bill is \$500.00

2. Outstanding actions for FY 2017/18 including roof repair.

Currently there are no outstanding actions for 2016-2017. The roof repair is delayed to FY 2017/18

3. Review of financial status and plan to prepare year end reports and 990.

Linda reported at this time there is less than \$4,000.00 to payout. We are currently ahead financially due to the change in BBIC insurance. The 2017-2018 rate structure to be determined.

4. Anticipated repairs or upgrades for FY2017/18.

An update of anticipated repairs/upgrades for 2017-2018 was given by Gordy..

Gordy has not heard back from Allen Septic regarding the drainage needed around the pump house. Gordy will get a quote on gravel for the driveway and the board will consider the need and the cost.

Robin suggested it is time to have ATEC inspect our water system. It has not been inspected in many years. The cost is \$1,000.00 plus and will happen in the early fall of 2017. The cost will be paid out of the operating budget.

General cleanup at the pump house needs to move forward. Gordy will discuss this with Joe.

There is an ongoing discussion of Joe's retirement. John Barney and Jim Norman will continue to pursue finding a back up and replacement for when Joe retires.

5. Preparations for Annual Meeting August 19, 10 am-12 pm, budget, documentation, etc.

Preparations for the Annual meeting are underway. Annual Meeting documents must be out by July 20, 2017. Robin and Trisha will take care of copies and deliveries through email and the postal service. Trisha has reserved the room and will take care of meeting setup details. John Barney will supply the cookies for the meeting.

Robin will discuss water leaks in the past and remind community of the BBIC policy regarding leaks.

6. Preparations for Annual Picnic - 1 pm August 19.

Planning for the picnic after the annual meeting is underway. These preparations will be taken care of by the committee which includes the Horns, the Barneys and the Charlwoods.

7. Plan to update Member Directory in Sept 2017.

A new directory will be printed this year. John Horn will order the directory and Robin will supply him the the number to order. Gina Truesdell will continue to maintain the master file and inform John of updates. We will order extra directories to account for new members. Robin will determine the number of extra directories needed.

8. Nominations for Board for FY 2017/18

Nominations for the board was discussed and the following slate proposed:

President - Robin Charlwood

Vice President - Gordy Frederickson

Secretary - Trisha Brigham

Treasurer - Linda Kemp

Trustee - Jim Norman

Trustee - John Barney

Trustee – Ron Knox

Other nominations may be made from the floor at the Annual Meeting

The board presently consists of President, Vice President, Secretary, Treasure and 3 trustees. It was suggested we consider adding another trustee to the board to increase the pool from which to draw officers. As a new trustee gains knowledge of the board activities he or she would then be better prepared to move into an officer position. There were questions about the dates of current board members terms, so Robin is going to check into the end dates. It's important to make sure the end dates are staggered, so the board is not heavily impacted by retirements at any one time.

Ron suggested a special Board meeting to discuss succession planning. All members agreed this would be helpful. We will meet on July 20, 2017, 3:00-5:00 pm at Robin's house.

9. Review draft Policy re repairs.

Gordy reported there has been no progress on the draft policy of repairs. The document needs to be reviewed and updated. This policy needs to be distributed to new homeowners and periodically distributed to the membership

10. Any other business

Other business included the discussion of maintenance to the overgrown beach accesses. At this time the board will look into paying a yard service to cut and remove the green waste. Permission will be needed from homeowners at accesses.

It was also noted that all BBIC signage needs to be visible at all times. An announcement will be made at the annual meeting reminding members not to post anything on these signs.

The adjourned at 1:10 and all board members agreed to email and meet in small groups to prepare for the annual meeting.

Respectfully Submitted by Trisha Brigham