

**BIRCH BAY VILLAGE COMMUNITY CLUB  
BOARD OF DIRECTORS  
REGULAR MEETING  
NOVEMBER 20, 2008 7:00 P.M.  
AT THE CLUBHOUSE**

**MINUTES**

**ROLL CALL:**

<b>Sandra Stillion, President</b>	<b>Present</b>
<b>Deon Wiechmann, Vice President</b>	<b>Present</b>
<b>Jeff Morris-Reade, Treasurer</b>	<b>Present</b>
<b>Ken Davidson, Secretary</b>	<b>Present</b>
<b>Betty McKinney</b>	<b>Present</b>
<b>Al Hawks</b>	<b>Present</b>
<b>Craig Telgenhoff</b>	<b>Present</b>

**Also present: Ken Hoffer, General Manager; Esther Matter, Administrative Assistant.**

**CALL TO ORDER:**

**President Sandra Stillion called the meeting to order at 7:07 pm.**

**AGENDA:**

- **Motion made by Deon Wiechmann, seconded by Ken Davidson and carried to approve the agenda as written.**

**HOMEOWNER'S PRESENTATION:**

**MINUTES:**

**Regular Board Meeting of October 16, 2008.**

- **Motion made by Deon Wiechmann, seconded by Betty McKinney and carried to approve the Regular Session Board Minutes of October 16, 2008 as written.**

**COMMITTEE REPORTS:**

**ACC – Ken Woods**

- **One culvert, two fences, and one shed were approved.**
- **Suggests that the Board form an Ad Hoc Committee for the Marina Parking Lot, and include the Marina Committee.**

**MARINA COMMITTEE – Bob Webber**

- **Requests that the Board come up with a resolution on the Marina Parking Lot so that the project can be started. The Board will review the suggested Parking Lot plan submitted by Bob Webber and discuss it further at the next regularly scheduled Board Meeting.**
- **The Security Cameras for the Marina will be discussed at the next Security Meeting.**
- **Would like to purchase 70 Styrofoam blocks for replacement, and start work after the first of the year.**
  - **Motion made by Jeff Morris-Reade, seconded by Deon Wiechmann and carried to approve the purchase of 70 Type "A" floats for Marina Repair.**
- **A surveyor from the Village surveyed the BBV Marina and is preparing a report on the galvanic testing that was conducted. This testing measure's the current flow and will hopefully tell which boats need zinc replacements.**

**GOLF COMMITTEE – Bob Simpson**

- **Would like to bring the issue of "free" golf play to the Board's attention. As soon as the Pro Shop was closed for the season the golf course had an influx of play from non golf members, most of which did not pay in the Honest Box. Requests additional**

signage on the golf course reminding players of the Honest Box, as well as, a reminder in the bulletin; anything else that can be done would be appreciated.

#### **SECURITY COMMITTEE – John Ellis**

- There was no quorum at the last Security Meeting, but a few items were discussed.
  - The Security Committee would like to recommend Bob Webber and James Lockie as new members.
  - Suggestion for the new citation format: keep the current citation layout with the deletion of "criminal code".
  - Would like the Guards to be aware that the Post Orders are for their use on how to enforce the rules, and the General Rules & Regulations are the actual rules.
  - Security Solutions has prepared a bid for Security Cameras.
  - Discussing the Marina Parking Lot Plan with the Marina Committee; Mick Bride volunteered to attend the Marina Meetings when they are discussing the issue.
- Motion made by Deon Wiechmann, seconded by Betty McKinney and carried to appoint Bob Webber and Jim Lockie to the Security Committee.

#### **LAKES COMMITTEE – No representative**

- Ken Hoffer stated that the Lakes Committee has decided to not continue using the bio-generators as they are not doing what they are supposed to.
- The Lakes Committee is discussing putting alum (aluminum salts) into the Lakes to eliminate phosphorous, which is a key component to algae's survival. Also, looking into continuing the water treatment with WWU Institute of Water Shed Studies.
- Motion made by Ken Davidson, seconded by Jeff Morris-Reade and carried to accept John Veleber to the Lakes Committee.

#### **ROADS & DRAINAGE COMMITTEE – Chuck Wolfe**

- Not a lot of drainage is being discussed or worked on at the moment.
- Three catch basins were installed near Skeena Way, and one near Roger's Slough.
- Would like to purchase a trailer to continue cleaning out the ditches.
- The restroom at A & B Dock is about 90% complete; one of the major delays is due to the fact that the plumber can only work on Wednesdays.
- Oil for paving may be going up in price and becoming scarce. Associated Asphalt (who the Village currently uses) is looking into getting oil from Canada in hopes it will keep the cost reasonable.
- The play set donated by John Byrnes was moved to Roger's Slough Park with the help of the maintenance staff and volunteers.
- Motion made by Betty McKinney, seconded by Ken Davidson and carried to approve Harry Shearer and Catherine Gort to the Roads & Drainage Committee.
- Motion made by Al Hawks, seconded by Deon Wiechmann and carried to secure a round table for Roger's Slough Park (the same table that is being installed at the A & B Dock area).
- BP has donated a total of \$7500 in supplies to the Village for using the Guest Dock.

#### **MANAGER'S REPORT: Ken Hoffer**

- Board approval needed for members rerunning on Committees:
  - Motion made by Deon Wiechmann, seconded by Al Hawks and carried to accept Ken Woods and Marian Hickey for a second term on the ACC.
  - Motion made by Betty McKinney, seconded by Al Hawks and carried to accept Norm Rauch and John Kaye for a second term on the Marina Committee.
  - Motion made by Deon Wiechmann, seconded by Betty McKinney and carried to accept Bob Simpson and Tom O'Gorman for a second term on the Golf Committee.

- **Motion made by Jeff Morris-Reade, seconded by Ken Davidson and carried to accept Rick Whitaker, George Emmett, Bill Begue, and Gene Carr for a second term on the Lakes Committee.**
- **Motion made by Jeff Morris-Reade, seconded by Al Hawks and carried to accept Chuck Wolfe for a second term on the Roads & Drainage Committee.**
- **The obstructions on the parking strips have been taken care of save one.**
- **There is a County Council meeting on Tuesday to confirm whether Whatcom County will be eliminating the Sheriff position in the Birch Bay area.**
- **The emergency pump on the Lakes seems to be working; Staff will be keeping it off for the time being to see what turning it on did to the power bill.**
- **The Office sent statements for outstanding balances in hopes to clear the books by the end of the year.**
- **The 2009 Dues and Moorage Invoices are in the mail.**
- **The Post Dredging Survey is available and a copy was put in with the Moorage Invoices, along with the spring line information that was in the November Bulletin.**
- **The Recreational Area restrooms have been shut down for the winter and will be open again in the spring.**
- **Presented a suggested format for Compliance issues that shows the number of notices sent instead of the details. The Board would like the full detailed Compliance Lists.**
- **Received a second bid for pool resurfacing, will compare the two bids and present them at the December Board Meeting. Resurfacing should be done in the spring before the pool opens.**
- **UPS will be using the pool foyer for the next month for increased delivery packages; they will be paying the Village \$1,000 for using the foyer.**
- **The Security Solution Camera Bid was handed out to the Board. The Board would like to set up a Work Session to discuss the bid, and invite a consultant from Security Solutions and the Security Committee. The Work Session will be held on Monday, November 24, 2008 at 5:00pm.**

**OLD BUSINESS:**

- **Ken Hoffer will have the maintenance staff and volunteers start trenching and wiring the Clubhouse Parking Lot to prepare for lighting.**
- **The play set taken away at Lighthouse Park due to the Dredging project will be replaced in the spring.**
- **Will go over the Marina Parking Lot at a Work Shop in December.**

**NEW BUSINESS:**

- **Will get some suggestions on the Flagpole Rule back to Ken Woods including: a five foot setback, ensuring a project request is submitted, requesting a smaller bond, and ensuring a fixed height of the pole (ie. the pole must be 18 feet from the story pole used for the house).**
- **Will discuss the Landscape Rule at the December Board Meeting.**
- **Rule concerning Use of Vacant Lots, 12.8.1 in AR&Rs, will send to the ACC, as written, for review.**
- **Motion made by Deon Wiechmann, seconded by Betty McKinney and carried to change the word "Management" to "ACC" in the AR&Rs 12.10.1.**
- **Motion made by Ken Davidson, seconded by Betty McKinney and carried to accept the new wording for the General Rules & Regulations under Fine Schedule: "Any other violation(s) of Birch Bay Village Community Club Rules and Regulations subject to a minimum fine of \$50.00."**

- **Motion made by Deon Wiechmann, seconded by Ken Davidson and carried to purchase a new trailer for the Kubota, including gas, at \$4700.**
- **Sandra Stillion clarified that the lack of a quorum at the General Meeting should have only included new items being added to the Agenda; the Minutes of the last meeting along with the presented Agenda could have been approved. The 10% quorum by present or proxy is only for items that were not viewed in the packet; ballots are included in the quorum count for anything sent out in the packet.**
- **A meeting is being held on December 2, 2008 at 11:00 am for Village Clubs and Groups; would like at least one representative from each Club and Group. Starting the first of the year coffee and other supplies will be taken care of by the Village.**
  - **Motion made by Betty McKinney, seconded by Deon Wiechmann and carried to adopt that all cupboards in the Clubhouse be locked and a key only available to the Village Clubs and Groups; also, people renting the Clubhouse will not be allowed access to anything in the cupboards or pantry and using the dishwasher will be prohibited.**
- **Vehicle Storage/Parking Rule will not be implemented at present. Craig Telgenhoff suggested that the ACC come up with requirements for storing RV's on lots.**

**CORRESPONDENCE:**

**ACTION ITEMS LIST:**

- **More details are needed on the Marina Parking Lot Plan.**
- **The night shade around the Lakes should be removed. A status will be given at the December Board Meeting on how well manually removing the plant works.**
- **Citations should not have "criminal code" on them, and there needs to be an area where the Rule being violated can be documented.**

**ADJOURNMENT:**

- **Motion made by Deon Wiechmann, seconded by Betty McKinney and carried to adjourn, meeting adjourned at 10:53 pm.**

Approved \_\_\_\_\_  
Secretary: Ken Davidson

Attest: \_\_\_\_\_