

BIRCH BAY VILLAGE COMMUNITY CLUB
SECURITY COMMITTEE MEETING MINUTES 03-18-15

COURT CALLED TO ORDER AT 7:00PM: Honorable Judge Michael Bobbink presiding

COURT:

There were four (4) citations on the docket. Two violators did not show up for court, their fines were doubled and entry to BBV is denied.

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| <input type="checkbox"/> Illegal entry of boat/no current boat decals | citation #4374/4375 |
| <input type="checkbox"/> Abusive language/behavior | citation #4378-No Admittance |
| <input type="checkbox"/> Illegally stored private vehicle | citation #4394-No Admittance |
| <input type="checkbox"/> Speeding | citation #4397 |

MEETING CALLED TO ORDER AT 7:08PM

ROLL CALL:	Ralph Falk, Chairman	Present
	Brenda Young	Present
	Nancy Garlow	Present
	Janet Burke	Present
	Agnes Doutre	Present
	Bob Simpson	Excused
	Eric Peters, Board Liaison	Present
Also Present:	Ken Hoffer, General Manager	
	Ann Nydam Office Assistant	
	Barb May, Pacific Security	
	Chad Parker, Pacific Security	

APPROVAL OF AGENDA 3/18/2015:

Agnes Doutre asked if the agenda could be amended and have Court placed on the agenda before the call to order. Ken Hoffer stated that technically Court is not part of the Security meeting and should not be part of the agenda. Ralph stated he would remember that for the next Security Committee meeting.

- MOTION made by Agnes Doutre, seconded by Nancy Garlow and carried to approve the amended agenda as written

APPROVAL OF MINUTES

- MOTION made by Agnes Doutre, seconded by Brenda Young and carried to approve the minutes of December 10, 2014.as written.

HOMEOWNER'S PRESENTATION:

- No homeowner's presentations.

PACIFIC SECURITY INFORMATION: Security Officer Barb May

- Barb requested that people who walk at night or early morning should either wear reflective clothing or a reflective arm band or have some other means of making themselves more visible to Patrol.
- Also, too many vehicle license plates do not match the barcode in the Security system, she asked the committee for suggestions to get members to update their license plate numbers with the office. Notices will be put on the reader board at the gate, in the Manager's newsletter and the bulletin.

CHAIRMAN'S REPORT: Ralph Falk

On February 19, from 5 pm to 6pm, Ralph sat in the guardhouse and observed the security guard who was on duty. During the hour Ralph was in the guardhouse, 141 BBV members went through the member's gate and 42 vehicles entered through the visitor's gate. Many BBV members choose not to have barcodes on their vehicles and Ralph was impressed by how observant the guard was in recognizing which were member's vehicles and which were not. There were also 3 phone calls during that hour.

Ralph was impressed by the efficiency of the guard; checking in visitors, getting their vehicle license plates entered into the system, and assisting members whose barcodes didn't 'read' properly.

There are also eight (8) camera's in BBV, the video feed is shown on monitors at the guardhouse, the guards can keep an eye on various areas of BBV and notify patrol if they see an issue that needs to be dealt with.

Patrol can access the same information the guardhouse has, via an iPod carried in the patrol truck.

Ralph did not witness anyone speeding away from the gate, which some members have complained about.

MANAGER'S REPORT: Ken Hoffer

- Nothing much to report, the usual: speeding, illegal parking, barking dogs.
- There seems to have been a minor diesel spill in the marina, Dept of Ecology was notified, but they didn't feel it was a major issue. The spill vanished after 2 days.
- A boat moored at the gas dock had come loose, the situation was rectified.

OLD BUSINESS:

- Review of Post Orders: Ken Hoffer didn't think there was anything to change. The Post Orders are guidelines for the guards, and he had a few things to discuss with Barb May.
- Ralph suggested the Security Committee review the Post Orders and be ready to discuss them at the next meeting.
- Review of Security Handbook: The handbook is a reference for the Security Committee, so they are aware of what is expected of the guards and what sort of paperwork is required. There are some redundancies, the Handbook will be reviewed and any changes will be discussed at the next meeting.
- Ken Hoffer offered to bring in samples of the daily paperwork that the Security guards fill out for the Committee to review.

NEW BUSINESS:

Walking on the Road Regulation

- Ken asked the Committee if there needed to be a specific regulation regarding the use of BBV roads by pedestrians.
- Most BBV members know they must share the road, however the Committee felt it would be good to remind people, and to caution drivers that vehicles can cause more damage to a pedestrian than a pedestrian can to a vehicle. Drivers should use care.
- Agnes stated how much she liked the new phone message when calling the guardhouse.

ADJOURNMENT:

- MOTION made by Agnes Doutré – 2nd Nancy Garlow – Carried to Adjourn. Adjourned at 8:03pm. Next meeting will be June 10th, 2015.