

BIRCH BAY VILLAGE COMMUNITY CLUB
SECURITY COMMITTEE MEETING MINUTES 12-10-14
BBVCC CLUBHOUSE

CALL TO ORDER: 7:03pm

ROLL CALL:	Ralph Falk, Chairman	Present
	Janet Burke	Excused
	Agnes Doutre	Present
	Nancy Garlow	Present
	Bob Simpson	Present
	Brenda Young	Excused
	Eric Peters, Board Liaison	Present
Also Present:	Ken Hoffer, BBVCC General Manger	
	Esther Matter, BBVCC Office Manager (recording secretary)	
	Barb May, Pacific Security	
	Ken Roberts, Pacific Security	
	Bob Everett, Pacific Security	

AGENDA

- Motion made by Nancy Garlow, seconded by Agnes Doutre and carried to approve the Agenda as presented.

COURT

- Court was cancelled due to the judge being ill. The office attempted to contact the offenders and reschedule their appearance for March's court.

HOMEOWNER'S PRESENTATION

- No homeowner's presentations

MINUTES

- Motion made by Bob Simpson, seconded by Agnes Doutre and carried to approve the Minutes of September 10, 2014 as presented.

PACIFIC SECURITY PRESENTATION:

- Bob Everett, Vice President of operations at Pacific Security, will be taking Ken Robert's spot at the security meetings.
- Barb announced a couple cases of vandalism of mail boxes, once on Halloween and again around Thanksgiving. The last occurrence the posts were uprooted and laid on ground.

MANAGER'S REPORT

- There were some places during the icy conditions that didn't get attention because staff ran out of ice melt. Staff was not prepared for the ice. The ice/snow removal route starts at the gate house, then down Sehome to the office, then around the clubhouse, and then the beltline (Salish, Quinault, upper Nakat, Chinook or Nootka Loop and Salish; the cul-de-sacs are done last). Sometimes the hills are done beforehand because the truck can't make it up or down the steeper hills when the ice is already on the roads (the top dresser is too heavy). After the top dresser does its round the roads are done by hand using a shovel or bucket.

- Roger's Slough is full due to wind, rain, high tide and logs building up.
- A compliment was given about one of the guards who handled a heated situation between a lost Canadian visitor and a BBVCC owner.
- There was a request that officers do a better job of checking the intersection and member lane before opening the visitor gate.
- There was another situation with an owner speeding and then getting into an altercation inside BBVCC; the attorney sent the perpetrator a letter since it was not the first offense.
- The propane conversion has helped with the maintenance of the security vehicle.
- The main core of employees of Pacific Security that work in BBVCC were made full-time.
- The lower gate "man-gate" fell out of the ground so it was removed; it will be replaced when the board approves the wall replacement in 2015 (it will be changed to chain link).
- A mention that there is an opening on security committee will be in the email distribution.

UNFINISHED BUSINESS

- The board approved the installation of a mirror on the stop sign at the front gate based on recommendations by the security committee to help with visibility.
- Several ideas were discussed concerning the visitor and member lane opening at the same time (or driver's driving forward at the same time):
 - There might be a better way to angle the gates so they are both visible by the guard.
 - A light could be installed on the panel informing the guard that someone is in the member lane.
 - A more complex interlock system can be installed.
 - A stop sign or yield sign can be placed closer to the gate or on the visitor lane.
 - Ultimately the committee requested that Barb talk to all her guards and get suggestions on ways to help the situation.
- Another issue the officers have been spoken to about is opening the visitor gate before the driver stops at the gate. All drivers must check-in at the guard house.
- The rule change about golf cart's driven by licensed driver's was approved by the board.

NEW BUSINESS

- Ken Hoffer will consider adding a request for owner's to leave their house lights on until at least 8:00pm so delivery drivers can see up to the door.
- Ken Hoffer and Ralph Falk will review the Security Packet that is given to new security members since most of the information is outdated.
- The office will continue emailing the Agenda and Minutes instead of delivering them (unless a member does not have email).

NEXT MEETING

- To keep some of the citations from getting too old, court might need to be held more regularly with or without a security meeting.
- For now the next security meeting will be March 11, 2014.

ADJOURN

- Motion made by Bob Simpson, seconded by Nancy Garlow and carried to adjourn: 8:03pm.