

**BIRCH BAY VILLAGE COMMUNITY CLUB  
SECURITY COMMITTEE MEETING  
BBVCC CLUBHOUSE-7 PM  
WEDNESDAY, JUNE 14, 2017**

**COURT:** Honorable Judge Michael Bobbink presiding

- Parking Violation: \$50 fine stands.
- Parking Violation: \$100 fine dismissed.

**CALL TO ORDER:** 7:14 PM

**ROLL CALL:**

- Nancy Garlow-PRESENT
- Joe Kirby- PRESENT
- Agnes Doutre- PRESENT
- Rick Jones- PRESENT
- Bob Feaster- PRESENT
- Gloria Hardan- PRESENT

**ALSO PRESENT:**

- Ken Hoffer (General Manager)
- Barb May (BBV Security Supervisor)
- Martin Camacho (Pacific Security)
- Peter Hoemberg (Board Liaison)
- Krista Templeton (Recording Secretary)

**APPROVAL OF AGENDA**

- **MOTION** made by Gloria Hardan, seconded by Rick Jones and carried to approve the agenda as written.

**APPROVAL OF MINUTES**

- Amend minutes to include Peter Hoemberg in attendance.
  - **MOTION** made by Joe Kirby, seconded by Gloria Hardan and carried to approve the minutes of March 8, 2017 as amended.

**HOMEOWNER'S PRESENTATION**

- **The homeowner of 12M-11** has heard from another member that coyotes are denning in the village. He lost his cat and feels that the coyotes are becoming bolder. The member did not know the exact location of the den. He left the information at home. He believes that the den is in the ravine by the Beaver Pond (Skeena and Quinault Area). He will email location to Ken. He also had a complaint on speeding paper couriers in the early mornings. He has complained to security and is frustrated with the lack of action.
  - **Ken H. will call Washington Wild Life and have them search that area for dens.**

- **Ken H. will issue a letter that will be handed out to paper couriers, when they check-in with the guards, stating that there are multiple complaints about speeding and if he continues to receive complaints they will no longer be allowed entry into the village. He will also notify the Bellingham Herald that he will be handing out this letter directly to the couriers.**
- **The homeowner of 15A-3** has major concerns with security. He feels that the current security staff is not well trained and too focused on the wrong issues like issuing tickets. The committee asked the homeowner to provide a list of issues and some suggestions to resolve them. The committee said once the list is received they will review it and work to resolve what they can.

## **PACIFIC SECURITY INFORMATION**

- **Martin Camacho** introduced himself as the new operations manager for Pacific Security. He stated that if there are any issues or concerns with the current staff and their training that he can be contacted directly and would like to help.
- **Barb May** thanked the committee for the bus zone designation, flashing zone light, and stop signs. She hasn't received any complaints for speeding since their installation. Barb also informed the committee of a dog attacking another dog in the village. The attacking dog was surrendered by the owner to the Humane Society. Lastly, Barb discussed the four (4) break-ins on Tsawwassen Loop. The offender made his way into the village via canoe or kayak from across the bay. He broke into one home and was able to enter other houses through unlocked doors. He was caught by police at the state park as he rowed in.
  - **The committee requested a reminder to secure your doors and windows be placed in the bulletin.**

## **CHAIRMAN'S REPORT**

- Bob Feaster has been serving as the interim Chairman for the committee for the last three (3) months. Not all the committee members were present during the last meeting to vote in a new Chair. He volunteered to continue as Chairman.
  - **MOTION made by Gloria Hardan, and seconded by Agnes Doutre, to have Bob Feaster continue as Chairman.**

## **MANAGER'S REPORT**

- **Recent Activity**
  - Ken Hoffer discussed the new By-Law addition **5.10 Right to Indemnification.**
  - A Rapid Response Team is currently in development. The team is made up of village volunteers who can initiate CPR until First Responders arrive. They are hoping to offer training to members who want the training.
  - Pacific Security was asked whether they would be willing to AED/CPR train their employees. Martin Camacho replied that it could be done if we required it. He is committed to making sure the training is done correctly. **Ken will discuss this further with Pacific Security.**
  - Four (4) Culverts are being replaced this summer and may cause possible issues with traffic and lane closures, especially at gate. Dates of replacement are unknown. Ken will notify membership when these closures happen.

## **SECURITY BUSINESS**

- **Canada Day** will fall on a Saturday this year so it is a possibility that gatherings and fireworks may start earlier than the **4<sup>th</sup> of July**.
- Last year, sandwich boards were used to indicate where fireworks could be set off on the beaches. It worked very well and will be used again this year. Extra security staff has been scheduled for 4<sup>th</sup> of July.
  - **The committee requested a reminder about fireworks be put in the bulletin and communicated to membership.**
- A concern was raised that people were entering the village through the member's gate with no visible barcodes, no barcodes or were entering by giving a false identity to the guard. The perception is that security is not doing their job and is just waiving people through.
  - The security staff has post orders that they are required to follow. Post orders provide the security staff with guidelines for performing their job.
    - Retraining on post orders may be necessary to remind staff of the proper procedures in the village.
- Rick Jones will be arranging a ride-a-long with security.

## **ANY OTHER SECURITY BUSINESS**

- John Marshall is unable to stay on the Committee so there is now one (1) vacant seat that will need to be filled

## **NEXT SECURITY MEETING**

**September 13, 2017**

## **ADJOURNMENT**

- **Motion made by Rick Jones, seconded by Joe Kirby and carried to adjourn the meeting at 8:48 PM**