



BBVCC Board Minutes

Date – February 15, 2024

Call to Order: Ernie (President) called the meeting to order at 2pm.

BOD members present - Rollcall: Ernie Hutchins, Dave Owen, Harry Shearer, David Wilbrecht, Randy Ambuehl, Terry, Sullivan, Bev Franklin

Community members present: Jeff Mulryan, Danny Gibbs, Susan Scheirman, David Scheirman, Sandra Bogen, Sandy Zeitel, Mark Hodges, Jerry Betzer, Marilyn Owen, Dave Luton, Dori O’Dell, Diane Gascon

GM – David Franklin - GM, Asst GM – Debbie Johnson

Open Forum / Homeowner’s Presentations

Sandy Zeitel – Commented that the Townhall presentation from the Security Policy Workgroup was great. Good work.

Approval of Agenda

Dave Franklin asked we add “Violations of Governing Documents” to the Executive session agenda. Harry S made a motion to approve the agenda as modified, Dave O seconded the motion. Approved.

Approval of Consent Agenda

Dave O made a motion to approve the Consent Agenda, Dave W seconded the motion. Approved.

CONSENT AGENDA:

- a. APPROVAL OF BOARD MINUTES
 - i. Regular Meeting of 01/18/2024
- b. ACC
 - i. Accept Draft Minutes of 02/06/2024 meeting
- c. Buildings & Grounds
 - i. Accept Draft Minutes 01/02/2024 meeting
- d. Lakes & Drainage
 - i. Accept Draft Minutes of 02/05/2024 meeting
- e. Marina
 - i. Accept Minutes of 01/09/2023 meeting
 - ii. MC Chair Report
- f. Golf
 - i. Accept Draft Minutes of 02/07/2024 meeting



- g. Security Policy Workgroup
 - i. SecPol February Board Report
 - ii. SecPol Meeting Minutes 02/12/2024
- h. General Manager's Report
- i. 2024 Dues & Assessment Collection Report

OLD BUSINESS

- a. Security Policy Workgroup
 - i. Town Hall Meeting Summary and Recommendations

Overwhelmingly positive responses. 145 responses to the survey. There were 47 in person attendees for the Townhall and 65 online attendees. Note – there was crossover between responses and attendees.

David Scheirman provided a walk-through of the SecPol recommendations. The top line summary is all the recommendations would fit into the current budget for 2024.

The board discussed the need to review the recommendations and member comments in more detail and will schedule a workshop for this specific topic in the next few weeks.

NEW BUSINESS

- a. Election Committee Manual and Online Voting Review

Bev F and Dave F presented the Election Policy & Procedures Manual, the Annual General Meeting timeline and a proposal for adding an Online Voting option.

Dave O made a motion to accept the Election Policy & Procedures Manual and the On-line Voting option, Harry S seconded the motion. Approved.

There will be a Townhall and multiple communications made to introduce both the manual, timeline and online voting to the membership.

- b. Committee Application Form

Using a consistent committee application form was discussed and reviewed. Adjust the form presented to use the “pledge” that is similar to Shelter Bays, accept the proposed changes. Members can submit the application to either the Office or contactus@bbvcc.com.



Motion to adopt the revised committee application was made by Harry S and seconded by Dave O. Approved.

- c. Committee Member Approvals
 - i. B&G – Craig Simons was presented as an “ad-hoc” member. Dave W made a motion to approve, seconded by Bev F. Approved.
 - ii. Golf - Steve Franklin & Dori O’Dell were presented to renew for a second term. Craig McCallum was presented as a new member to the golf committee. Dave W made a motion to approve, seconded by Bev F. Approved.
 - iii. Safety & Security Committee - Resignation by Jerry Betzer. Dave W made a motion to accept the resignation, seconded by Dave O. Approved.

Dave W thanked all the new committee members and past committee members for their service.

EXPENSE AUTHORIZATIONS

- a. Expense Authorization APVs – Replacement request for 3 Kawasaki Mules for a total of \$37,509. Motion to approve Bev F, seconded by Terry S. Approved.
- b. Expense Authorization Clubhouse Dishwasher – Replacement request for commercial dishwasher at clubhouse, meeting Health Dept standards in the amount of \$7039 from Bargreen Ellingson. Harry S made a motion to approve, seconded by Dave O. Approved.
- c. Expense Authorization Post Dredge Surveys – Request approval of required Post Dredge Survey for \$1500 and Post Dredge Eel Grass Survey for \$8696, total \$10,196. Motion to approve by Dave W, seconded by Terry S. Approved.
- d. Expense Authorization Progress Payment January A, C, &D Docks – Bellingham Marine Inc progress payment for \$526,100.22. Bev F made a motion to approve, contingent on receiving appropriate Schedule of Value, seconded by Harry S. Approved.
- e. Resolutions to Transfer Funds
 - Audit adjustments for year end 2022 recommended by BBVCC audit firm Schwindt & Company requires \$1,546.15 to be transferred from the General Operating Fund to the General Reserve Fund and that \$795.24 be transferred from Roads & Drainage Reserve Fund to the General Reserve Fund.

-Transfer of funds between reserve accounts.

Transfer 16,254.51 from Marina to Operations to reimburse for the following:

Dredging Project: 12,462.65			
12/8/23	Dept of Natural Resources		25.00
12/29/23	Anchor QEA	November 2023	7191.25
1/11/24	Anchor QEA	December 2023	4118.00
1/12/24	Dept of Natural Resources		1128.40
Dock Replacement: 3,791.86			



1/25/24	Elite Electrical – Alarm Strobes	1779.36
02/01/24	Chinook Environmental – survey	875.00
02/02/24	Chinook Environmental – survey	1137.50

Transfer 16,558.00 from General to Operations to reimburse for the following:

Equipment

12/29/23	Dept of Licensing– sales tax for purchase of the dump trailer	817.00
1/19/24	Scholten’s Equipment Inc. – Kubota plow blade	4,296.51
1/25/24	Mt. Baker Moto Sports – 2023 Mule & accessories	11,444.49

Transfer 859,970.30 from operations for General, Roads & Marina Reserves as budgeted in 2024:

147,541.20 to General Reserves

287,193.60 to Roads Reserves

425,235.50 to Marina Reserves

Motion to approve the approve the above transfers made by _____ and seconded by _____. Approved.

DIRECTORS COMMENTS

Bev F asked that we review account agings quarterly.

Ernie H thanked the board for follow up work from the Board retreat noting this will move the projects forward.

Randy A thanked Dave F & Patrick H for their work getting the marina dredging and dock work completed.

Dave O and Randy A discussed and agreed to changing responsibility for board liaison work. Dave O will now be the Security & Safety board liaison and Randy A will now be the Marina board liaison.

EXECUTIVE SESSION

Motion to move to executive session for the following matters, by Harry S, seconded by Dave W. Approved.

- a. Matters involving the possible liability of an owner(s) to the association
- b. Violations of Governing Documents

Motion to move to open session by Harry S, seconded by Dave W. Approved.

No decisions were made in executive session requiring ratification.

ADJOURNMENT



Dave O made a motion at 5:09pm to adjourn, seconded by Dave W. Approved.

DRAFT