



**BOARD OF DIRECTORS MEETING MINUTES**

**ASSOCIATION NAME: Birch Bay Village Community Club**

**DATE AND LOCATION: June 13, 2024**

**I. CALLED TO ORDER AT: 12:30 PM by David Wilbrecht**

**II. ROLL CALL - BOARD MEMBERS PRESENT (check box):**

- ✓ Dave Owen
- ✓ David Wilbrecht (Zoom)
- ✓ Randy Ambuehl
- ✓ Terry Sullivan
- ✓ Bev Franklin (Zoom)
- ✓ Bob Whale (Zoom)
- ✓ Mathue Totten

**BOARD MEMBERS EXCUSED ABSENCE:**

**STAFF MEMBERS: David Franklin General Manager and Justine Brooks, Executive Secretary.**

**COMMUNITY MEMBERS PRESENT:**

**CONFIRM QUORUM:** The Board President, David Wilbrecht, asked David Frankling to conduct a roll call. David announced a quorum was achieved.

**III. ADOPTION OF AGENDA**

**MOTION TO:** Adopt agenda as presented.

**MOTION BY:**  Dave Owens  **SECONDED BY:**  Terry Sullivan

**APPROVED:**  X  **NOT APPROVED:**   **TABLED:**   **DIED:**

**IN FAVOR:**  7  **OPPOSED:**   **ABSTAINED:**

**IV. HOMEOWNER PRESENTATIONS**

No homeowners asked to present.

**V. NEW BUSINESS AND COTING AS NECESSARY**

**a. Introduction of New Directors**

All of the Board of Directors went around the table and Zoom to introduce themselves.

**b. Selection of New Officers:**

**President:** David Wilbrecht

**Vice President:** Mathue Totten

**Treasurer:** Bev Franklin

**Secretary:** Bob Whale

**MOTION TO:** Adopt the above as nominated.

**MOTION BY:**  Bev Franklin  **SECONDED BY:**  Mathue Totten

**APPROVED:**  X  **NOT APPROVED:**   **TABLED:**   **DIED:**

**IN FAVOR:**  7  **OPPOSED:**   **ABSTAINED:**

**c. Selection of Committee Liaisons:**

**Buildings and Grounds:** Mathue Totten

**Elections:** Bob Whale

**Golf:** David Wilbrecht

**Lakes and Drainage:** Terry Sullivan

**Marina:** Randy Ambuehl

**Safety and Security:** Dave Owens

**ACC 1:** Bev Franklin

**ACC 2:** Bob Whale

**MOTION TO:** Adopt the above as discussed.

MOTION BY: Dave Owen SECONDED BY: Terry Sullivan  
APPROVED: X NOT APPROVED: Tabled: DIED:  
IN FAVOR: 7 OPPOSED: ABSTAINED:

**d. Board Ethics and Guidelines**

David Franklin went over Duty of Care, Duty of Loyalty, Duty of obedience. David Franklin will be sending this out to all the Board members just as a reminder. Bev Franklin asked to have our legal counsel’s document that he put together for the Board retreat sent out also. Board members are to refrain from commenting on Village matters on social media while on the Board. There is to be no discussion regarding executive session outside of executive session.

The Board Manual will also be sent out by David F. as an overview of what the board members are supposed to be doing and what their roles and responsibilities are.

**VI. ADJOURNMENT**

a. The meeting was adjourned at 1:09 pm.

MOTION TO: adjourn meeting.

MOTION BY: Dave Owen SECONDED BY: Randy Ambuehl  
APPROVED: X NOT APPROVED: Tabled: DIED:  
IN FAVOR: 7 OPPOSED: ABSTAINED:

Minutes Approved By: \_\_\_\_\_  
Board Secretary

Action Items: