



BOARD OF DIRECTORS MEETING MINUTES

ASSOCIATION NAME: Birch Bay Village Community Club

DATE AND LOCATION: June 20, 2024

I. CALLED TO ORDER AT: 2:00 PM by

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

- | | |
|-------------------|------------------|
| ✓ Dave Owen | ✓ Terry Sullivan |
| ✓ David Wilbrecht | ✓ Bev Franklin |
| ✓ Randy Ambuehl | ✓ Mathue Totten |

BOARD MEMBERS EXCUSED ABSENCE: Bob Whale

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

COMMUNITY MEMBERS PRESENT: Maureen Server, Dori O'Dell, David Sherman, Leanne Keel,

CONFIRM QUORUM: The Board President, Ernie Hutchins, asked David Franklin to conduct a roll call. David announced a quorum was achieved.

III. ADOPTION OF AGENDA

MOTION TO: adopt the agenda as presented

MOTION BY: Randy Ambuehl **SECONDED BY:** Terry Sullivan

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

IN FAVOR: 6 **OPPOSED:** **ABSTAINED:**

IV. HOMEOWNER PRESENTATIONS

Dori O'Dell spoke regarding committees, the boards expectations for committees, zoom meetings for each committee and getting the minutes available to the committees as quickly as possible via the website.

V. CONSENT AGENDA

- a. Approval of May 16, 2024, Board Meeting Minutes
- b. Approval of May 30, 2024, Special Board Meeting Minutes
- c. Approval of June 13, 2024, Special Board Meeting Minutes
- d. ACC – Accept Draft Minutes of June 4, 2024
- e. ~~Building and Grounds—Accept minutes of June 6, 2024~~
- f. Lakes and Drainage – Accept minutes of June 3, 2024
- g. Marina – Accept minutes of May 28, 2024
- h. Golf – Accept minutes of May 21, 2024

MOTION TO: Approve a, b, c, d, f, g, and h.

MOTION BY: Bev Franklin **SECONDED BY:** Dave Owen

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

IN FAVOR: 6 **OPPOSED:** **ABSTAINED:**

MOTION TO: send the Building and Grounds meeting minutes back to the committee to redo with edits discussed.

MOTION BY: Dave Owen SECONDED BY: Bev Franklin
 APPROVED: X NOT APPROVED: TABLED: DIED:
 IN FAVOR: 6 OPPOSED: ABSTAINED:

VI. FINANCIAL REPORTS

Financial reports through May 31 were provided by David Franklin and details and changes to the reports provided were discussed.

MOTION TO: table these to the next meeting as there are changes to be made

MOTION BY: _____ SECONDED BY:
 APPROVED: NOT APPROVED: TABLED: X DIED:
 IN FAVOR: ___ OPPOSED: ABSTAINED:

VII. OLD BUSINESS AND VOTING AS NECESSARY

a. **Election Results** were discussed, and the tellers report was provided via the General Managers weekly update.

b. **General Rule Update**

- **Parking Strips** – were discussed in depth. The definitions were incorrect and have been corrected. It was also noted that these changes came from the Plats, which is the highest governing document within the Club before it goes to the State laws.
- **Dangerous Dogs** – is being changed to Nuance Dogs and will be brought to the Board at the July Board meeting
- **Pods and Storage Containers** – were added back in verbatim.

MOTION TO: approve changes as noted on section 6 and the error in amenities regarding docs.

MOTION BY: Dave Owen SECONDED BY: Randy Ambuehl
 APPROVED: X NOT APPROVED: TABLED: DIED:
 IN FAVOR: 6 OPPOSED: ABSTAINED:

VIII. NEW BUSINESS AND VOTING AS NECESSARY

a. **Committee Member Applications (2) for Safety and Security Committee.**

MOTION TO: Approve the Erica Owens application to Safety and Security Committee.

MOTION BY: Dave Owens SECONDED BY: Bev Franklin
 APPROVED: X NOT APPROVED: TABLED: DIED:
 IN FAVOR: 6 OPPOSED: ABSTAINED:

MOTION TO: Approve the David Scheirman application as an ad hoc (non-voting) member of the Safety and Security Committee.

MOTION BY: Dave Owens SECONDED BY: Bev Franklin
 APPROVED: X NOT APPROVED: TABLED: DIED:
 IN FAVOR: 6 OPPOSED: ABSTAINED:

b. **Safety and Security Committee Mission Statement**

Was discussed and it was asked that the committee review it again, along with the other samples that they were provided.

c. ACC Application

MOTION TO: Approve Lyle Sieg as a member of the ACC.

MOTION BY: Bev Franklin **SECONDED BY:** Terry Sullivan

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

IN FAVOR: 6 **OPPOSED:** **ABSTAINED:**

d. Marina Emergency Response Plan Approval

Was discussed and it was asked that this goes to the Safety Committee and back to the Marina Committee before the Board approves.

e. Schedule Board Retreat

The Board will do an email poll on dates to find a date that works for all as Bob Whale was not present.

IX. AUTHORIZATIONS AND RESOLUTIONS

a. ~~Reserve Transfer~~ - Removed as there were none at this time.

b. Banking Authorization

MOTION TO: Approve the banking authorization as provided.

MOTION BY: Bev Franklin **SECONDED BY:** David Wilbrecht

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

IN FAVOR: 6 **OPPOSED:** **ABSTAINED:**

c. Expense Authorization Grading and Gravel – clubhouse, rec center and maintenance

MOTION TO: approve subject to the GM getting the best value for BBV.

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

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

IN FAVOR: 6 **OPPOSED:** **ABSTAINED:**

d. Invoice Approval Authorization

MOTION TO: allow that the General Manager of the Birch Bay Village Community Club, is hereby authorized to approve invoices at or below the amount of \$2,500 (modified amount per Board) on behalf of BBVC. Any invoice above \$2,500 must be approved by at least one of the two board members so authorized, and that all bank statement and credit card statement reconciliations be reviewed by a board member or member of any future board appointed finance committee as designated by the Treasurer of the BBVCC Board of Directors.

MOTION BY: **SECONDED BY:**

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

IN FAVOR: 4 **OPPOSED:** **ABSTAINED:** 2

X. DIRECTORS COMMENTS - None given.

XI. PARKING LOT – all topics were tabled. Only the Marina Committee recommendations was talked on briefly.

a. Drones -

b. ~~Dogs Off Leash~~ - Removed as it is going to be a part of the General Rules and Regulation changes with nuisance dog wording.

