



## ANNUAL GENERAL MEETING MINUTES BIRCH BAY VILLAGE COMMUNITY CLUB

**June 7, 2024 at 7:30Pm  
North Bay Community Church**

**Called to order at 7:31pm by Ernie Hutchins.**

### **Homeowners Open Forum:**

**Bob Simpson – 13-7**, raise issue about the golf course walkers. Golf course walking is rumored to be approved once again. The rules were not followed during covid. Concern that if the course was to be opened again, concerned that the rules were not followed.

**Brandi Wydur – 12M-11**, asked if the board and the general manager received the email that I sent regarding the parking in front of homeowner's home, the village describing it as a common area. Have they had a chance to discuss that information?

### **Confirmation of a Quorum:**

There was not a quorum for in the rom. There were approximately 50 people in attendance and approximately 12 people were in attendance via Zoom. Due to not having a room Quorum the agenda could not get approved. During this meeting no matters could be voted upon due to not having a quorum.

**Presidents Message** was given by Ernie Hutchins. There have been 6 homes sold this year to date. 67 last year and 69 the year before that.

The role of the Board. A community association board consists of officials elected to represent and protect the best interest of the community. Board members must maintain the value of a jointly owned asset. Neighborhoods of people who expect the board to preserve, if not improve, their quality of life. Ultimately the role of the board is to protect and increase property value.

This is accomplished by operating the association, maintaining the common property, and enforcing the governing documents.

The governing documents give the board the authority to govern by providing for the operation and regulation of the associations. Those documents are the Declarations, Articles of Incorporation, Bylaws, Rules & Resolutions, Washington State RCW's (Revised Code of Washington)

The November 29, 2023 Board retreat was discussed. They focused on strengths, weaknesses, opportunity, and threats. The 2024 priorities of putting together a realistic Reserve Study, PPPP (policy, protocol, procedures), SPF personnel cross training, etc. The Board hopes to continue to continue to have retreats and focus on creating a long-term vision for the Village.



**Treasurer's Report** was given by Harry Shearer and reviewed the 2023 financials and the year to date (3/2024) financials.

**Lawrence Pang – 12D-30** asked what amounts were moved from last year to this year, the surplus was approximately \$70K prior to tax and the tax payment was approximately \$50K. We are waiting to finalize the audit to confirm the final amount.

**General Manager's Report** was provided by David Franklin. BBV is the size of a small city, larger than Everson. David explained the purpose of the board and the responsibility of the GM and that the committees help us to get things done. Without the help of committees, we would likely have to double the staff.

So far in 2024 we have moved all BBVCC data from an outdated onsite server to a cloud platform that we were already paying for but not utilizing, switched our IT contractor for much improved service, security and dependability at a lower cost. A security policy workgroup has worked to identify five interdependent areas to improve safety and security in the village which included patrol & gates & Fencing, gate services, security cameras, signage (including speed/radar signs) and additional security measures.

This year we have lost a highly productive bookkeeper and assistant general manager and lead compliance officer. We have now outsourced bookkeeping, hired an ACC administrator/executive secretary and a new lead compliance officer.

The reserve project of demolition and replacement of A, C, and D docks and dredging of the marina entrance channel.

In governance we have developed charters and guidelines for multiple committees. Introduced and implemented online voting to BBVCC. Began the development of comprehensive policies, procedures and protocols. "Batons" to hand off.

Still to come we still have some work with the IT data. With security we are working on getting an afterhours answering service, radar speed signs, and improved signage. Personnel hiring summer landscape help to improve grounds and begin to develop operating manuals for key positions for more effective and efficient staff transitions. Reserve projects begin paving project at the end of the month, a comprehensive marina basin permitting, comprehensive integrated security camera system, an audio-visual system for the Clubhouse and refurbish the rec bathrooms. In Governance we continue to develop charters and guidelines for committees, endeavor to form a finance committee (all large scale HOA's have them), continue the development of comprehensive policies, procedures, and protocols.

Thank you to all BBV staff in all departments, this is the best staff that David Franklin has worked with. Llew Johnson thank you for installing the electronic door at the Clubhouse.

Bob Simpson commented about the Birch Bay possible township and concerns about how that will impact the community.



Jim Calhoun also commented on Birch Bay incorporation and noted Federal Way experience and also noted that the incorporation should be individual not community.

### **Ballot Measure Results**

For this Annual General Meeting we have moved to electronic voting, and this has been the most votes that we have seen in a long time, if ever, we had a total of 557 lot vote. The Elections committee spent multiple hours working to get us to where we are.

The total number of BBVCC Members eligible to vote is 1,117 and the minimum number of BBVCC members which constitute a quorum is 112. The total number of eligible members voting whether by electronic voting, by paper ballot, mailed in or in person is 584 (514 electronic voting, 34 paper, 0 in person).

The number of votes required to adopt a ballot issue for Resolution 70-604 the majority of the total number of votes cast. For BOD candidates, the top two candidates who receive the majority of the votes cast will be appointed to the BVCC Board of Directors

**Resolution 70-604 for 2023 – Passed, Yes – 561 No - 26**

**Resolution 70-604 for 2024 - Passed, Yes – 522 No – 25**

### **Total Number of votes cast for each of the five candidates:**

**Bob Whale – 242**

**Mathue Totten – 226**

**Mary Santi – 195**

**Ruth Balf – 194**

**Caprice Pine – 159**

### **New Board Members:**

Mathue Totten for the community, thank you very much, Sone is graduating from Blaine HS. He is looking forward to serving the community for the next 3 years. He loves the community and the people in it.

Bob Whale was not able to be here.

Thank you to the two Board members, Ernie Hutchins and Harry Shearer, for their service!

David Owen thanked Ernie and Harry as well as thanking the standing committee members for their work. Ernie also thanked David Scheirman.

**Adjourned at 8:25pm**