



Birch Bay Village Community Club (BBVCC)

Standing Committee Meeting Minutes

Standing Committee Name: BBV Buildings and Grounds Committee
Date/Time of Meeting: Thursday, May 2, 2024
Location: BBV Clubhouse
ZOOM Information: Meeting ID: 885-8656-9122 / Password: 8055
Phone-in call only: 1-253-215-8782

Committee Members in Attendance

Ruth Balf, Chair	Mark Hodges, Co-Chair	Caprice Pine, Secretary
Maj Nelson	Kirk Martin	

Committee Members Absent

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BBVCC Officers and Staff Present

None		
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BBVCC Officers and Staff Absent

Dave Wilbrecht		
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Audience/Members Present

None		
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Call Meeting to Order: Ruth Balf Time: 5:04pm

Approval of Minutes from Previous Meeting (April 4, 2024)

Approval Moved By: Ruth
 Seconded By: Mark
 Approved By: All

Audience Member Presentations (3 Minutes MAX)

Audience Member	Comments
None	

Committee Operations:

- Meeting time. We are currently meeting at 5:00pm on the first Thursday of the month. Ruth wonders if that is the best time as it interferes with the dinner hour and it makes it difficult if we want David Franklin to attend because he does not work evenings. So, what do you think about moving it to 4:00pm?
 Motion to move B&G meeting time to 4:00pm: Caprice
 Seconded: Maj
 Approved: All
- Consider how best to communicate with each other between meetings so we don't get overwhelmed and have things lost. In particular, how can we reduce the number of emails and label them well? Mark suggested using Slack. Ruth created an account. Per Kirk, it's not necessary for everyone to respond to email unless they have some real input.
 Motion to try Slack for a while and see how it goes: Caprice
 Seconded: Maj
 Approved: All

- Recruiting more members. We need at least one more. Per Kirk, people view us as Grounds vs. Buildings and Grounds – landscaping. Mark – we publicized the work we did with the Rec Center. Ruth – we need more power on the Buildings side. Mark – the product of landscaping is very visible. Grounds – we should make recommendations, not actually do all the work. Kirk will draft an article for the Bulletin and David Franklin’s email re: Buildings and Grounds. Mark will edit it. For June.

Old Business:

- Bocce Ball Courts: Ruth attempted to get the Board to meet with us and look at the location for the courts. It was a debacle. They researched surfaces, and determined that astroturf is the best. The current location is not working out. We’re moving the courts to the original location (where the horseshoes are currently). Don and Bobby will work on it. Create a gravel path to allow mowing. Horseshoes will go away. They’ll lay out the courts and submit the final plan to the Board. Ruth will again reach out to the Board to meet with us. We need to redo the cost with astroturf.
- Joint meeting with Golf Committee and B&G: Ruth. Three months ago, Dave Wilbrecht said it would be a good idea and he’d coordinate. Ruth has asked him six times since, but nothing has happened. But Maj and Ruth spent some quality time with Dory O’Dell. They talked about structure, what the Golf Club and Golf Committee do. The Club raises funds, chooses a project. The Committee gets it approved. The Club funds it. There was discussion with Dory and Krista about getting a shed to store golf and sports stuff. Ruth asked Kirk if he’d check on regulations regarding a permit and also to shop for sheds. He will. The shed would be placed on the other side of the Rec Center on the cement slab. Ruth will invite Dory to the June meeting to help brainstorm re: the Rec Center.
- Sunrise Park: status of efforts to prevent driving in park: David W., but he’s not here. Maj went by the park and saw people running their dogs. We need to make a recommendation to the Board about not allowing driving in our parks, add signage. Ruth will check.
- Hedge at Cowichan and Salish. Per Maj, Bobby said he would contact the owner and tell him to take it out. Maj will check back in with Bobby.
- Docksides Park: has the Board discussed, is it an official park, should we make signs?
Moved We Recommend to the Board That We Designate it As a Park: Ruth
Seconded By: Maj
Approved By: All
- Landscape summer help. Caprice provided an ad to Emily. Per David Franklin, no luck hiring yet. They have hired one half time landscaping, half time maintenance person. Need to pay higher wages, maybe make it a paid internship. Emily is researching internships at local technical colleges.
- Sport Courts. Caprice reported that the Sport Courts Committee had its first meeting of the year on May 1, 2024. She provided the minutes of that meeting.
 - Basketball pole – Bobby purchased the padding that Mark recommended and it has been installed.
 - Pickleball Schedule – Caprice provided the Pickleball schedule. Krista created a laminated sign with the schedule for play and lessons, and it is posted at the Courts.
 - Bobby purchased a new Pickleball net and it is on Court 2.
 - All the wind screens are up, and Bobby has attached the practice board to the fence.
 - The Board is considering what to do about the cracks. Ruth will talk to David Franklin about having a Kirkland company Mark knows about come out and give us an estimate for resurfacing the Courts and improving drainage. She’ll get back to Mark and he’ll reach out to the company.

New Business:

- Report on concerns around the seeming shift from our original planting plans (NW natives, drought tolerance, low maintenance) to a more standard garden. There are non-native plants being planted. There are issues around putting in mulch – it's not organic. Ruth has talked with David Franklin and he has talked to Emily. They're going to meet and hash it out.
- Paint curbs at Clubhouse, tripping and safety hazard. Should we ask volunteers to do the painting? Ask temporary summer staff to paint? Per Mark, David Owen is looking into it. We've been sued twice before. If we're sued again we will either lose our insurance, or the cost will go way up.
Motion – Recommend to the Board that maintenance paint the curbs in the Clubhouse area and parks with bright white, reflective pain before July 1, 2024, because it's a safety hazard: Kirk
Seconded: Maj
Approved: All
Ruth will talk with David Franklin about this.
- Begin to plan for the upcoming budget season -- what are our priorities? What research do we need to do? Ruth will write up an outline of budget topics on Slack and will communicate with the group about it. Our June meeting will be mainly about the budget. Per Mark – we can use Dropbox for storage of documents until the Village has a solution. He'll send out an invitation to Slack and also to Dropbox to the group.

Individual Action Items:

- Kirk will draft an article for the Bulletin and David Franklin's email re: Buildings and Grounds. Mark will edit it. For June.
- Ruth will again reach out to the Board to meet with us about the Bocce Ball courts. Redo the cost with astroturf.
- Kirk will check on regulations regarding putting up a shed, and will also shop for sheds.
- Ruth will check on recommendation to the Board about adding regulation that says driving in our parks is not allowed, adding signage.
- Maj will check back in with Bobby about the hedge at Cowichan and Salish.
- Ruth will talk to David Franklin about having a Kirkland company Mark knows about come out and give us an estimate for resurfacing the Sport Courts and improving drainage. She'll get back to Mark and he'll reach out to the company.
- Ruth to meet with David Franklin and Emily about native plantings and organic ground cover.
- Ruth will talk with David Franklin about painting the curbs by the Clubhouse and in the Parks with bright white reflective paint before July 1, 2024.
- Mark will set up Slack and Dropbox and send invites out to the group.
- Ruth will write up and outline of budget topics on Slack and communicate with the group about it.

Motion to Adjourn: Caprice

Motion Seconded: Mark

Motion Approved: All

Adjournment Time: 6:20pm

Next Meeting Date: Thursday, June 6, 4:00pm, Clubhouse

Respectfully submitted, Caprice Pine