

BEVERLY BEACH IMPROVEMENT CLUB
Board of Trustees Meeting
February 9, 2015

The meeting was called to order at 10:15 am at the home of Joel Wight.

Present: Trustees Joel Wight, Linda Kemp, Dianne Shiner, Robin Charlwood, and Trustee ProTem David Demorest

Absent: Fred Marshall, Gordy Frederickson

Shut-Off Valve Tour

Before the meeting began, Joe Waldrup toured Robin, David, and Dianne around to all the shut-off valves on the water system. The tools for shutting off are now kept at Robin's near the propane tank.

Loss of Ron Buzard

With sadness and gratitude, the Board acknowledged the passing of Trustee Ron Buzard on February 2. Because of Ron's pivotal role, the designation of his responsibilities was made immediately as follows:

Trustee ProTem: David

Oversight and contact for Joe Waldrup: Robin

Water emergency contact: Robin and when not available, David

Data management (e.g. meters, etc.): David

Files (when timely with family): computer - David and possibly John Horn
hard copy - Dianne

On behalf of the community, the Trustees decided that there should be a fitting memorial for Ron in the neighborhood. With Lori's consent, we recommend a memorial bench at the base of Foliage looking out over the water. Dianne will pursue permission and also see if artist Randy Landon would like to create it (yes on both requests). We hope to dedicate it at a beach celebration following the 2015 Annual Meeting. It was further decided that the funds for the bench could not come from operating funds, but would be voluntarily solicited from the community as a designated fund.

Nominations

Because we will now have 4 positions (Ron, Fred, Joel, and Dianne) open as of August, the nomination process is of the highest priority. The current list of possibilities was expanded and different Trustees were identified to begin asking members immediately. We will continue working on this actively via email.

Continuing Projects

Board Function Manual: Dianne will work with Jean Summers to continue the draft.

Data Storage Inventory and Policy: David and Robin

Annual Meeting statement on flushing alternatives: Robin

Continuation on Friday February 27th

The Board reconvened at noon on Feb. 27th at Robin's house to report on the Nomination project. The following nominees have been recruited and confirmed:

John Barney and Gina Truesdell to fill the two open positions (Joel and Dianne)

Jim Norman to begin immediately to complete Ron Buzard's term

Tricia Brigham to begin in August to complete Fred Marshall's term

Jim and Tricia will ideally continue in their roles into their own terms, beginning 2018 and 2017, respectively. The new slate of officers is still being identified.

Nominations will be accepted from the floor at the meeting and paper ballots will be prepared should they become necessary.

Storage Issues

Lori Buzard has begun sorting out BBIC documents from Ron's files and invited Dianne to review. Hard copy files mostly reside in a two drawer file cabinet and are very well-organized. Dianne will oversee the transfer of these files to her home and create an inventory and recommendations for disposal, as well as draft a document retention policy. David Demorest will contact Lori regarding the downloading of BBIC documents from Ron's computers and will work with Dianne on the retention policy regarding electronic documents. Particular concern was expressed for the location and maintenance of the master lists for which Ron has been responsible for many years.

Outstanding Dues

Linda reported that there are still 12 members delinquent on their dues. Another notice will be sent.

Next Meeting

To be scheduled the first week of April depending on Jim's availability.

Dianne Shiner, Secretary

Next meeting: April 6 or 8, depending on nomination process.