

**BEVERLY BEACH IMPROVEMENT CLUB**  
**Board of Trustees**  
**April 24, 2014**

The meeting was called to order at 10:00 am at the home of Secretary Dianne Shiner.  
Attendees: Ron Buzard, Joel Wight, Linda Kemp, Robin Charlwood, Fred Marshall, and Dianne Shiner.

**Financials**

Treasurer Linda Kemp reported that several of the outstanding bills have been paid. 5 members remain in arrears; two of whom have made a partial payment. Individual trustees will pursue payment. Also, Linda brought to attention a new tax bill for the empty lot where the welcome sign is located. After discussion, it was decided to continue with our current bookkeeping arrangement. Thanks to Linda for helping to minimize the costs.

Dianne distributed a comparative budget report indicating that our projected yearend is positive and the corrective action in fee setting has been successful. It would appear that we may have a \$5k surplus to refill the contingency fund and that the fees may be slightly lower in the coming year. It was reaffirmed that we continue the policy of setting fees on the basis of the preceding year's actuals.

**Nominations and Succession**

A list of possible nominees was generated for the upcoming position to be vacated by Jean Summers. It was decided to pursue individual nominees one at a time rather than to present more than one candidate on a slate. Joel reminded us that 2 positions (his and Dianne's) will be open next year, and that we should be thinking about succession planning, including eventually Ron's essential Board role ("operations officer") in the overall management of the water system. (Potential successor identified.) Jean had volunteered to create an operations manual for the Board.

Robin was asked (and accepted) to serve as Vice-President in the coming year; other officers agreed to continue in their roles.

**Comparative Systems Survey**

Robin presented the results of the 38 other water systems that responded to our survey regarding fee structures and billing. He plans to fill in some of the missing information so that we have a document available to our membership at the annual meeting. This very helpful document demonstrated that we are in the "middle" of a full spectrum of fees and processes utilized by similar water systems. Based on this data, the Trustees reaffirmed that we will recommend no changes in our fee structure at the annual meeting.

Ron also had a Seattle Public Utilities document surveying water fees in systems in the greater Puget Sound area, and BBIC was below the lowest average monthly residential bill (\$56). This document will also be available at the annual meeting.

## **Annual Meeting**

Ron confirmed that the Senior Center is booked for August 23. Dianne will draft a rate structure report for review at the next Trustee meeting. We decided to invite Doug Kelley, Island County Hydrogeologist, to make a presentation after the business portion of the annual meeting.

The mailing for this meeting will include a notice that future "mailings" will be done electronically unless by specific request for a hard copy or because we do not have an email address. Joel will contact David Demorest about this decision and the best way to send this information. David's service as webmaster as well as his growing role in electronic communication for BBIC is appreciated and will be reconfirmed.

The mailing must go out by July 23.

## **Directory**

In keeping with our greening efforts, Ron recommended that the Directory not be republished this year as there are few changes. He will create an "update sheet" which can be included in the annual meeting mailing.

## **Other business**

Robin was thanked for nicely completing the sign replacement at Foliage. It was noted that one of our members was able to directly sell water rights to another member, and transferred the ownership of the other water rights to family. Robin brought concerns of one of our members to the attention of the Board, including noise levels, covenants, and survey concerns. Quite a bit of information is available about the latter concern because of numerous surveys that have been taken and in the neighborhood, and recorded at the County. Joel will look into the status of the original covenants for our next meeting. To conserve water, Linda suggested that the flushing might occur every 10 days rather than once a week and still preserve the quality. Ron will discuss this with Joe.

The next Trustee meeting was set for Friday, June 27th, at 10 am at Linda Kemp's home.

Submitted by Dianne Shiner, Secretary

## **April 24 Trustee to-do list:**

(will not be a part of the minutes, just a summary reminder here for trustees)

Joel: talk with David Demorest about best way to email members in the future  
check into the legal status of our ancient "covenants"

Robin: contact Heather for info about debt,  
arrange Doug Kelly for the annual meeting  
complete additional info on the systems survey

Fred: request small payment from Don  
find new address for Jungers if possible from county records

Linda: firm notice to Roder about lien potential

Ron: pursue Bev for second payment  
will create a directory "update" sheet for the annual meeting mailing  
talk with Joe about whether flushing could be done a little less frequently (e.g. every 10 days rather than once a week?)  
have preparatory talk with Gordy about coming on the Board next year  
will bring a copy of the State report on which we must present annual conservation goals

Dianne: talk with Joan Demorest about nomination (if no, then Ron/Dewey; then Robin/  
Margaret)

prepare draft of annual rate report for the next meeting  
contact Jean about the Trustee operating manual

Robin proposed that we invite Doug Kelly, Island County Hydrogeologist, to a meeting to better  
Review of Annual Meeting Concerns

## **Nomination List:**

(to be continued!)

Joan Demorest

Dewey Sherman

Margaret or Tony Laliberti

Bill or Tricia Brigham

Gordy (or Dianna) Sandoval

Sandy (or John) Barney

Bob McConnaghey