

BEVERLY BEACH IMPROVEMENT CLUB

Board of Trustees

Meeting Minutes of **August 10, 2011**

The meeting was called to order at 10:00 am at the home of Secretary Dianne Shiner. Attendees: Fred Marshall, Ron Buzard, Maureen Horn, Jean Summers, Jim Lightner, Dianne Shiner, and, briefly, Joel Wight.

Bylaw and Articles of Incorporation

The rate changes that were approved at the Annual Meeting result in a need to change the Bylaws. It was decided that a thorough and clear review of both the Bylaws and the Articles of Incorporation was needed. Joel Wight volunteered to chair a subcommittee (Dianne Shiner and Ron Buzard) for this purpose. There are numerous issues including definition of membership, basis for dues, term limits, mission statement, future hookup fees, etc. that need Board discussion. The committee is asked to draft revision recommendations and send to the full Board for comment. Discussion also included a variety of concerns about the mail ballot process with no conclusions at this time. We agreed that we must find ways to invite member comment to the documents.

Annual Meeting concerns about dues and hookup fees

There was some discussion about both issues that the Board was asked to clarify/ amend by Sally Bigger and other Annual Meeting attendees. Since both are involved in bylaw change, it was determined that we would wait for a later discussion, pending bylaw revisions, a possible proposal from David Pentz, and written input from John Horn regarding the capital fees issue.

Leakage issues

Ron distributed a July excess usage chart with charges. Of the 30 lots listed, 5 had examples of leakage that raised questions regarding the responsibility of the owners, and a review of the leakage policy established at our July 18th meeting. It was also announced at the Annual meeting that, for this year, there would not be a charge for confirmed leakage excess....but that we would charge for negligent overuse. It became clear that determining "negligence" was going to be a difficult call and that we needed to establish clearer guidelines for ourselves and owners. Jim was especially concerned about winter leaks caused by freezing, and by members asking him to let them know when they are in excess.

We decided that we will include in the upcoming billing a reminder to check the website for the monthly usage chart. Jim and Ron will work with David to see that it is posted within the first week of the following month. On the statement, we will also remind people about turning off the water when they are gone as leaks that result from people ignoring the turnoff (e.g. in the winter especially) will be considered negligent and will be charged. Jean volunteered to draft a **Water Owner Responsibilities** list also for the mailing and for the website (to be reviewed by Ron and Jim). When leaks are discovered, Ron and Jim do turn the water off and contact the owners, but some are not discovered until the meter reading.

Mailing

Maureen (and possibly Ron) will be meeting soon with Pauline to insure that the statements correctly itemize our new dues/reserve/basic fees. As soon as the statements are available, Maureen will let us know of a mailing party date within the next couple weeks to stuff statements, return payment envelopes, annual meeting minutes, water owner responsibilities, and turnoff instructions.

Web Content

We decided not to post our financial statements on the website. We agreed to list Board landline telephone numbers along with emails (no street addresses) on the website. Joe, Pauline, and Don's numbers will not be published as they should only be contacted through the appropriate Board member for purposes of BB work.

Water Manager

Ron reported quite positively on a number of cleanup/repair projects that Joe has undertaken. Joe has recommended that we "blue stripe" all the meters as well as cut back the overgrowth around the fire hydrants. Jim will take care of the hydrants, and Joe and Jim will do the identification marking when they do the next meter reading together.

Next Meeting

Wednesday, Oct. 5, 10 am, at Dianne's. Agenda includes: review of draft bylaw revisions, monthly meter readings, and financial response to the September billing.

Respectfully submitted,
Dianne Shiner, Secretary