

BEVERLY BEACH IMPROVEMENT CLUB
Board of Trustees
Meeting Minutes of April 12, 2013

The meeting was called to order at 9:30 am at the home of Trustee Joel Wight.

Attendees: Board members Ron Buzard, Jean Summers, Fred Marshall, Joel Wight, Linda Kemp, and Dianne Shiner.

Change of Presidents

Fred Marshall announced his resignation as President at the start of the meeting citing increasing demands at work. Fred is willing to continue on the Board until the annual meeting. Vice-President Joel Wight said he was willing to serve immediately as interim President.

Mowing Contract Change

Ron brought a proposal to replace our current mower with an additional contract with Joe Waldrup for financial reasons. After considerable discussion, Ron agreed to clarify 3 questions with Joe: his bonding, fees per mow rather than a fixed monthly cost, and approval that a mow is needed. Later, by email, the Board confirmed a new agreement to be drawn up by Joel and submitted by email for Board approval.

Financial Status

Linda reported that we have \$91,387 in Capitol Reserves, \$8,463 in Savings (Contingency Fund), and \$10,686 in our checking account. Outstanding dues (\$60) are unpaid by 2 members; and 3 members with water hookups are behind on water fees (Fred will follow up personally with one). Overage bills are outstanding by 4 users (Ron will follow up with one).

How best to handle debt collection was discussed as a complicated issue and no conclusions were reached at the meeting. Ron will look for past collection letters to give to Linda who will draft a collection letter for Board review. Ron and Joel will try to draft a policy statement for our next meeting.

Preparation for Annual Meeting

Dianne expressed concern that our current base fee for water is not covering our operating expenses and that we should look at a possible change in our rate structure as part of the system review that the Board prepares for the Annual Meeting, as well as any other revisions. She will review the financial statements at the end of the 3rd quarter and send an analysis and recommendation before the next Board meeting. Our annual meeting date was changed to allow for the completion of annual financial reports. Meeting packets will need to be mailed by July 24.

Next Meeting: Monday, June 3, 10 am (for public notice on website)

Agenda will include: collection policy/procedure, nomination process, financial status, audit recommendation, and billing system review.

...submitted by Dianne Shiner, Secretary