

**BEVERLY BEACH IMPROVEMENT CLUB
Board of Trustees
Meeting Minutes of September 16, 2013**

The meeting was called to order at 10:30 am at the home of Trustee Linda Kemp.

Attendees: Board members Ron Buzard, Joel Wight, Linda Kemp, Robin Charwood and Dianne Shiner.

Lots 57 and 58

The South Whidbey Record listed BB lots 57 and 58 as in arrears for property taxes and eligible for auction on December 12. BBIC dues have not been collected on these properties for 3 years and the question was raised whether we should place a lien against the property. Clarity about cost of a lien is needed. Joel, Linda, and Ron will work together to find out about the general process, and the best thing to do in this particular case.

Doug Kelly

Robin proposed that we invite Doug Kelly, Island County Hydrogeologist, to a meeting to better understand our aquifer and the real risks involved in an excessive drawdown on our well in the high usage times. The Board agreed, and Robin will pursue a meeting for late October/early November either in the neighborhood or the county offices. We will publicize this opportunity to the membership via email announcement so others can participate.

Review of Annual Meeting Concerns

Dianne proposed that we reconsider the meeting concerns about fair rates when there are more than 2 fulltime people in a household....perhaps by utilizing a "credit" of additional gallons in the base rate for each additional member (citing an example of a municipality in CA). This was discussed at length, and tabled for the time being until we prepare for the next annual meeting. The membership soundly rejected reconsideration at this last meeting. The Board decided to update the survey of the rate structures of other Island water associations before our next rate discussion. Jean and Robin volunteered to do this, and Dianne will provide the original names and contact information.

It was felt that John Horn's concern about the 20% difference between consumer usage and well drawdown had been satisfactorily investigated since the meeting. We will check this rate with Doug Kelly when we meet.

990 Preparation

Since we have slightly over \$500,000 in assets, BBIC is not eligible to use the 990 EZ form requiring somewhat more work to complete. It was decided to reconsider hiring Edwards and Associates to do this since they have all the materials from last year. Dianne will contact them for a cost estimate, as well as Harlan Mason who had already agreed to review our completed forms. An email recommendation will be circulated for Board approval. The 990 is not due until December 15.

It was also requested that we try to have the 990 completed by the annual meeting or change the date of the meeting to accommodate this. However, this would necessitate a fall meeting which would make it very difficult for summer residents. It was decided that our current timing is more accessible, though less complete. The Board re-affirmed that we do not want to post financial information on the website.

Dysinfection Byproducts Monitoring

Joe reported to Ron that a recent change in water quality standards set by the EPA has led to our receiving a letter from the State Department of Health that our .106 mg/L TTHM (total trihalomethanes) exceeded the MCL standard of .08 mg/L in this particular 3 yr. sample. Consequently, we now must submit quarterly test results to the State to determine if we are actually in violation. A violation is calculated from samples collected over four consecutive quarters. The quarterly Edge Analytical water tests will run about \$265 each. The letter requiring increased monitoring had a number of suggestions for designing effective treatment, but it is clearly involved with the efficiency of our distribution system.

Other Business

*A member raised a question about **improvements** such as a park bench at Foliage and Beach if there were no cost to the community. There have been volunteer work parties and some expenditure of BBIC funds when a safety or preservation concern has been an issue. Other matters of "beautification" have taken place informally by members but without Board endorsement, particular in matters where property ownership is blurred. It was reaffirmed that the gully access is actually a public access, belonging to the County but they do not want responsibility for its upkeep.

*Joel reminded us of the need to be cultivating **successors** with expertise for Board positions. Since we are maturing as an organization, we also need to be documenting operating procedures, policies, Board tasks, and file storage....thus creating materials for the training of new Trustees. Jean has volunteered to take the lead on this important task.

*Robin proposed that we should be taking steps to go "**paperless**" as other organizations and businesses have, to save both money and trees. We agreed to do this, but that we will have one more membership paper mailing in which members will be notified that future materials will be sent by email unless they opt by request for hard copy. Hard copy would also be sent to those for whom we do not have email addresses (32 members on our current list have not provided email).

The meeting was adjourned at noon. Next meeting will be arranged around Doug Kelly's availability.

Submitted by Dianne Shiner, Secretary