

**BIRCH BAY VILLAGE COMMUNITY CLUB  
ANNUAL MEETING MINUTES  
JUNE 5, 2009  
PERFORMING ARTS CENTER  
BLAINE HIGH SCHOOL  
765 H STREET  
8:00 P.M.**

**ROLL CALL:**

Sandra Stillion, President	Present
Deon Wiechmann, Vice President	Absent
Jeff Morris-Reade, Treasurer	Present
Ken Davidson, Secretary	Present
Betty McKinney	Present
Al Hawks	Present
Craig Telgenhoff	Present

Also Present: Ken Hoffer, General Manager, and Esther Matter, Administrative Assistant.

**CALL TO ORDER:**

The Birch Bay Village Community Club (BBVCC) General Meeting was called to order at 8:00 P.M.

**QUORUM:**

Ken Hoffer stated that a quorum was not present: 78 total members in attendance including proxies.

**RULES OF ORDER**

- The Rules of Order were accepted for the Annual meeting.

**AGENDA:**

- The Agenda was accepted for the meeting.

**INTRODUCTION: Sandra Stillion, Board President**

- Introduced Esther Matter, BBVCC Administrative Assistant; Ken Hoffer, BBVCC General Manager; Craig Telgenhoff, BBVCC Board Member; Betty McKinney, BBVCC Board Member; Al Hawks, BBVCC Board Member; Ken Davidson, BBVCC Board Secretary; Jeff Morris-Reade, BBVCC Board Treasurer; and Sandra Stillion, BBVCC Board President.

**MINUTES:**

- The minutes of the Annual Meeting for June 6, 2008 were skipped due to a lack of a quorum.

**TREASURER'S REPORT – Jeff Morris-Reade**

- Hoped that everyone had a chance to review the Audit report in the June packet. The audit was done by Ernest Jonson & Company. The Village books were given a clean opinion by the auditor. There was one minor mistake on the Treasurer's report the total revenue increased 7.09% not 7.9%. Everyone is encouraged to read and review the audit report.
- There were two major concerns from last year.
  - One was the FDIC insurance and the Village not being in compliance. The Village is in compliance now: insurance on accounts have been increased from \$100,000 to \$250,000. If the standards change for insurance coverage that amount could go back down.
  - The other concern was that Village income was based on billed amounts not received amounts. This is true, but the Village has plans in place to ensure all money is received. One plan is that liens are placed on properties that are 15 months delinquent.
- The budget report in the June packet accurately displays the 2008 budget. A few projects that were completed in 2008:

- About 3 miles of Village roads were paved; a new gas storage unit was put in at the maintenance building per Fire Marshall inspection; a new Toro Mower was purchased; a Kubota excavator was purchased and a trailer will be purchased this year for it; the pool filters were redone and this year the pool will be resurfaced; dredging was completed in the Marina and the volunteers are to thank for saving the Village \$10,000 for removing the play set area at Sunset park. The paving will continue each year until all the roads are paved, it should give us a 20-25 year life span on the roads.
- The 2010 budget will be discussed come August by the new Board of Directors.
- Opened the floor to questions:
  - Bob Simpson, Div. 13, Lot 7 – wondered if there was a way to put future reserve purchases on the audit report.
    - Jeff answered that a more detailed report with all the reserve items was available at the Office. Also, it is hard to predict what reserves could be taken out early or pushed back.
    - Ken Hoffer added that the auditor's report was not from the Village, but from Ernest Jonson & Company and we could therefore not add items. He reiterated that the reserve report was available from the Office and covers a 30 year period.
  - Wayne McFee, Div. 12C, Lot 37 – voiced his appreciation for Jeff Morris-Reade as the Village Treasurer and the good work he did.
  - Sandra Stillion added that Jeff Morris-Reade would indeed be missed from the Board, and was grateful for the focus he had on items others didn't think of; such as, tracking the money when the economy went down, and making sure the Village was insured properly.

#### QUESTIONNAIRE FEEDBACK

- Sandra Stillion wanted to use the time normally set aside for a speaker as an opportunity for the audience to elaborate on comments they had on their Questionnaire. Only about 120 questionnaires were sent back so far, hoping for 800. The first question was thrown out for lack of clarity; it was supposed to ask whether residents lived in the Village year round or just part of the year, but many people answered the amount of years they lived in the Village. An e-mail will be sent out about the information and comments given on the Questionnaire. A few comments included: opening the lower gate to some sort of use, covering the pool for year round use, curbs and street lights (split opinions of curbs and street lights some think the Village should stay rural; it would also take a lot of time), ridding the stench from the Slough area on the Bay (Whatcom County won't let anyone touch the area do to the habitat), launching for kayaks and small boats at Sand Dollar Park (will look into), horseshoe pits (one does exist at the sport courts), seasonal convenient store, bring Security and the grounds up to date, and grass getting too long (one of the mowers did break down, a new one has been purchased). Sandra then opened the meeting to the floor:
  - Gerry Stege, Div. 9, Lot 69 – Suggested continuing to look at the questionnaires and ensuring members that they are being looked at by responding to them.
    - Sandra answered that the comments would be e-mailed.
  - Tim Shea, Div. 8, Lot 6 – suggested renters having to sign a form saying they have received a packet including the CC&R's.
    - Sandra ensured him that renters receive the same packet as new owners that includes all the Village Rules & Regulations and the CC&R's; and they do sign off on a sheet saying they have received the packet.
    - Ken Hoffer added that part of the transfer fee includes making the packet.
  - Gordon Reimer, Div. 1, Lot 28 – Brought up that there were too many Rule books for the Village, and many inconsistencies. Doesn't believe that people review or read the thick packet they are given.
    - Sandra answered that, that might be true, but people can't feign ignorance.
- Sandra ended by encouraging everyone to fill out the questionnaire, it doesn't need to be complete.

**MANAGER'S REPORT: Ken Hoffer**

- Presented a graph showing the percentage of income over the last six (6) years in different areas such as: fees for Architectural Projects, Security Citations, Transfer fees, Marina income, Interest income, Partial/Late payments, Bulletin ads, and Miscellaneous income. The total of all is pretty consistent over the last 6 years.
- Presented pictures and a brief description of the Staff and some of their duties: Wendy Blankenship, Office Assistant; Esther Matter, Administrative Assistant; Rachel Newton, Bookkeeper; Skip Bickers, Field Compliance; Karla Foss, Groundskeeper; Jeff Weaver, Lead Maintenance; Bob Hoffer, Maintenance; Jeff Gran, Maintenance; Steve Brand, Greens keeper; Ken Schroeder, Greens Assistant.

**PRESIDENT'S REPORT: Sandra Stillion**

- One thing that many members don't see is how hard the BBV Standing Committees work.
  - There are six (6) standing committees each has seven (7) members or more, and they all make recommendations to the Board.
  - Research on items and gathering of information is done by each of the standing committees.
  - The Lakes Committee keeps the lakes and ponds from getting out of hand; the Golf Committee does a lot of golf course maintenance themselves; the Marina Committee is constantly finding ways to better the Marina without all the expense; etc. All the Committees work together to better the Community. There are 45 members on the standing committees, seven (7) Board Members, and ten (10) employees, which means there are 60 plus people working together and efficiently keeping costs down and bettering the community.
  - Thank you to all the Committees for their time, commitment, and dedication.
  - Encourage everyone to attend other Committee meetings and even volunteer to serve on one.
- Presented certificates of appreciation for serving on the Board of Directors to: Valery Anderson (former Board President, served on the Board for 3 years), Betty McKinney (not only a Board Member for 3 years, but helped out with the Social Club while on the Board), and Jeff Morris-Reade (Board Member for 3 years, including Treasurer position; ran own business at home while helping the Village with its finances and controversial problems).
- The Budget Meetings start in August; there will be 4-5 meetings in all, please watch for the times and plan to attend, especially the first few meetings. The Budget meetings are a good way to learn the budget process and give input.
- A few upcoming projects for this year will include: installing a new playground at Lighthouse Park, making some Insurance changes, and rewriting the CC&R's along with putting them up for an open ended membership vote.

**DECLARATION OF NEW DIRECTORS:**

- There were three positions available on the Board of Directors for this term, and only three members submitted Statements of Candidacy. According to 5.1.4 of the Bylaws, the Board decided to forego the voting process and instate the three candidates that submitted statements. By the Birch Bay Village Bylaws the three candidates were declared:
  - Ralph Falk
  - Sandra Stillion
  - Terry Sullivan

**ADJOURNMENT:**

- Due to the lack of a quorum, Sandra Stillion announced the meeting ended and members were excused.

Approved \_\_\_\_\_

Attest: \_\_\_\_\_

**OPEN FORUM  
ANNUAL MEETING  
JUNE 5, 2009  
HOMEOWNER'S COMMENTS  
7:30 p.m.**

- **Valery Anderson, Div. 4, Lot 24 – Stated appreciation for e-mail distribution list that the General Manager, Ken Hoffer uses to send out informative e-mails on events happening in the Village or affecting the Village.**
- **Crawford McLennan, Div. 7, Lot 19 – Brought up the need for a better drainage system on Salish Road. The Roads & Drainage Committee installed a 3 inch perforated pipe that is not doing the trick; water still runs onto his property and doesn't drain.**
- **Mark Posch, Div. 7, Lot 20 – Inquired about owner's having to cover propane tanks, and why the Board was demanding compliance now.**
  - **Sandra Stillion answered that the propane tank enclosure has been in the rules for many years now, it was just not enforced; and the Board is trying to change that. One of the Board's goals is to make the Village more aesthetically pleasing and ensure everyone is in compliance with the Rules & Regulations.**
  - **Craig Telgenhoff answered that member's could enclose the propane tank in other ways than the suggested lattice that went out in the letters. The intent is to screen the propane tank from the road.**
- **Wayne McFee, Div. 12C, Lot 37 – Expressed opposition to changing the General Rules & Regulations 6.1A from five (5) feet to three (3) feet for vehicles to be parked off the hard edge of the road. Feels that people will abuse the reduced footage.**
  - **Sandra Stillion answered that the rule was created mainly for a safety corridor, and there are many properties in the Village that do not allow for a vehicle to be parked five (5) feet off the road. The Board felt this was a fair measurement and still allowed for safety.**
  - **Betty McKinney added that she was against the change of five (5) feet to three (3) feet, and understands where McFee is coming from. She feels that the five (5) feet allowed for wheelchairs, walkers, and bikers enough space to move out of the way of oncoming vehicles, but feels the three (3) feet will not be enough room.**
- **Wayne McFee, Div. 12C, Lot 37 – Brought up concerns about certain properties that aren't being maintained and would like some enforcement and action taken on the properties.**
  - **Sandra Stillion stated that property maintenance is another area that the Board would like to approach as a whole, and there are plans in place to get enforcement going on the issue.**
- **Judi Wiechmann, Div. 9, Lot 6 – Wanted to announce an error in the June Bulletin. The next Bunco night is Friday, June 26, 2009.**
  - **Ken Hoffer stated that he would send out an e-mail announcing that the correct date was on the calendar not in the article.**
- **Char Jordan, Div. 9, Lot 14 – Wanted to thank everyone that helped out and participated in the Home & Garden Tour, it was a great success.**