

**BIRCH BAY VILLAGE COMMUNITY CLUB  
GENERAL BUDGET MEETING MINUTES  
NOVEMBER 05, 2010  
NORTH BAY CHRIST THE KING CHURCH  
4895 BIRCH BAY LYNDEN ROAD, BLAINE WA**

**ROLL CALL:**

<b>Sandra Stillion, President</b>	<b>Present</b>
<b>Deon Wiechmann, Vice-President</b>	<b>Present</b>
<b>Ralph Falk, Treasurer</b>	<b>Present</b>
<b>Ken Davidson, Secretary</b>	<b>Present</b>
<b>Terry Sullivan, Board Member</b>	<b>Present</b>
<b>Craig Telgenhoff, Board Member</b>	<b>Present</b>
<b>Peter Winterfeld, Board Member</b>	<b>Present</b>

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

**CALL TO ORDER:**

**BBV Board President, Sandra Stillion, called the meeting to order at 8:02pm. Sandra Stillion welcomed everyone to the meeting, and then introduced the Board Members and the BBV Staff.**

**QUORUM:**

**Ken Hoffer stated that a quorum was present. (68 Lots represented, 25 Proxy's and 321 Ballots)**

**RULES OF ORDER:**

- **Motion made by Ken Woods, Div. 15A, Lot 43, seconded by Jim Lockie, Div. 12M, Lot 32 , and carried to accept the Rules of Order as written.**

**AGENDA:**

- **Motion made by Rick Whitaker, Div. 15, Lot 66, seconded by Paula Rotondi, Div. 15, Lot 1, and carried to accept the Agenda as written.**

**MINUTES:**

- **Motion made by Ed Stipkala, Div. 12, Lot 13, seconded by Paula Rotondi, Div. 15, Lot 1, and carried to accept the General Meeting Minutes of November 06, 2009 as written.**
- **Motion made by Ed Stipkala, Div. 12, Lot 13, seconded by Al Hawks, Div. 9, Lot 31, and carried to accept the Annual Meeting Minutes of June 06, 2008 as written.**
- **Motion made by Al Hawks, Div. 9, Lot 31, seconded by Ed Stipkala, Div. 12, Lot 13, and carried to accept the Annual Meeting Minutes of June 05, 2009 as written.**
- **Motion made by Al Hawks, Div. 9, Lot 31, seconded by Ed Stipkala, Div. 12, Lot 13, and carried to accept the Annual Meeting Minutes of June 04, 2010 as written.**

**INTRODUCTION: Sandra Stillion, President**

- **Sandra Stillion said that the Budget is worked on during the month of August with open meetings and then ratified during the September Regular Session Board Meeting.**

**PRESIDENT'S REPORT: Sandra Stillion**

- **Every three years the Marina is dredged, 2011 will be three years from the last dredge. The timeframe will either be February or September.**
- **The Board is still working on designs and ideas for the Front Gate refurbishing.**
- **2200 feet of Golf Cart paths were changed to concrete; the remaining paths will hopefully be completed next year.**
- **There will be a new manager for the Pro Shop next year. There may be lots of new changes, one including an expanded snack shop that will open to both golfers and non-golfers alike.**

- The Beaver Pond Recreational Area was expanded by about 50 feet, and will be utilized for public use soon.
- Ken Davidson was asked to speak on projects that he has played a large part in.
  - Volunteers and Staff have been working on the Marina Parking Lot. Have installed 24 electrical circuits for heaters (available at the Office) and other hook ups; will be installing seven motion lights; and adding security cameras; in addition, lines have been painted to show where trailers can park, and a berm has been added to the perimeter.
  - The playground at Lighthouse Park had to be removed last year for dredging. A new playground was installed this year by volunteers and staff.
  - The Volunteer Group offered to repair and repaint all 52 ladders in the Marina, which they completed in August. They also volunteered to repaint all 68 fire hydrants in the Village, with paint and equipment supplied by Birch Bay Water and Sewer, that project was also completed in the summer.
- Sandra Stillion added that the Roads and Drainage Committee play a large part in volunteer work, such as repairing pipes and replacing culverts. Jim Lockie took over as the Committee chair last year and will speak about projects the Committee has worked on recently.
  - The pavement top coat on all the BBV roads has been completed. There was a different contractor each year depending on the bid. Striping was also completed on all the roads.
  - Some ditches have been cleaned, and some pipes and culverts were installed for owners. If the owner is willing to pay for the materials, the volunteers will install the culvert.
  - A table will be added to the Beaver Pond Rec Area to utilize the added space.
  - Drains are still being cleaned and the Committee is still checking drainage.
  - The Kwann Lake Park Restroom was refurbished. Has been a goal to refurbish all the public restrooms in the Village for several years, and most have been completed.
  - The Volunteer Group always welcomes new people; even if someone is not physically capable of manual labor, knowledge is always needed.

#### **MANAGER'S REPORT: Ken Hoffer**

- The BBV Staff replaced the gangway at the Gas Dock; in doing so they had to replace the utility lines that were underneath the plank.
- More beautification was done around Dockside Park.
- BBQ's were installed at almost all the Parks. Some have had paint and warping issues which Staff is trying to fix and prevent from happening in the future.
- A new compressor was put in at the Pro-Shop; to be used for cleaning off shoes and golf carts.
- The BBQ at the Clubhouse was repaired.
- A new truck was purchased for Security.
- The old guard house at the lower gate was taken down and replaced with a flower bed. Also, the bike shed at the lower gate was expanded with a bike cover added.
- An air hose was installed at the Maintenance Shop; members may use it for flat tires.
- Volunteers were able to locate a break in a Clubhouse drain and repair it within a day.
- Reminded members of Helping Hands sponsored by the Social Club, they are willing to help out anyone who needs it. Also, the Social Club donated money to replace the lights and screens over the sliding doors in the Clubhouse. They also prepare welcome baskets for new owners, and have a breakfast once a month at the Clubhouse.
- The parking spots dedicated for power in the Marina Parking area will be billed a set fee, the cost might be adjusted at the end of the year depending on the usage bill.
- Sandra Stillion added that the Clubhouse may be getting a covered patio next year. This will be a step in the process to expand the Clubhouse and connect it with the Pro Shop.

#### **TREASURER'S REPORT: Ralph Falk**

- Thanked his wife for putting together the picture slide show displayed before the meeting.
- Outstanding dues have dropped from 80 members on February 1<sup>st</sup> to 31 members as of October 31<sup>st</sup>; that's less than 4% of members who owe money.

- A Resolution was created that will allow the Board to place liens and foreclosures on properties as well as the timeframe for doing each.
- The Profit and Loss Report shows that 98.5% of dues have been collected and 77% of the budget has been spent.
- Not a lot of changes were made to the 2011 budget from last year. If anyone has more specific questions on where money has and will be spent please set up a meeting with Ken Hoffer.
- Tom Wright, Div. 12, Lot 44, inquired about the policy for snow removal, as well as the policy for determining who to contract for Security.
  - Ralph Falk answered that the money for clearing the roads during snow comes out of the contingency fund, and is the work has been contracted out with the same company for many years.
  - The Board has looked at other bids for the Security contract, but each has either been too costly and the companies are located at an inconvenient distance.
- The volunteers have helped keep costs down.
- Because of the Village's reserve fund, there has not been a need for special assessments.

**BUDGET CONFIRMATION: Sherri Bakke, chairperson of the Ballot Counting Committee**

- The 2011 Budget was ratified by the Board of Directors during the September 16, 2010 Regular Session Board Meeting unless voted down by the majority of lot owners.
- 321 ballots were counted: 295 voted "Yes" and 26 voted "NO" on the 2011 Budget, the 2011 Budget is confirmed.
- Ken Hoffer wanted to thank the Election Committee for all their hard work: Sherri Bakke, Sandra Bogen, Elaine Lerner, Heather Perks, Dixie Reimer, and Hap Webb.

**ADJOURNMENT:**

- Motion made by Ed Stipkala, Div. 12, Lot 13, seconded by Ralph Schwarzbach, Div. 8, Lot 7, and carried to adjourn. Meeting adjourned at 9:05 pm.

*Esther Matter*

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Recording Secretary: Esther Matter

**OPEN FORUM  
GENERAL BUDGET MEETING  
NOVEMBER 05, 2010  
7:30 PM  
HOMEOWNER'S COMMENTS**

**Sandra Stillion announced the start of the Open Forum, and welcomed any member who wished to address the Board.**

**Betty McKinney, Div. 11C, Lot 1, expressed concern over some of the Stop Signs being removed January 1<sup>st</sup>, mainly the Stop Signs on Salish and Cowichan.**

- **Deon Wiechmann answered that the signs were a work in progress. The Security Committee did a survey and found that less than 2% of people speed. One concern was speeding during times kids need to be dropped off at the bus stop; Security has now been taken off the school bus duty, and been replaced by a Staff person so Security can catch and control speeding during that time.**
- **Craig Telgenhoff added that some of the sign changes may not be the best option.**
- **Ken Davidson also added that the Security Committee wanted more consistency.**
- **Sandra Stillion mentioned that the Security Committee also wanted more through streets and better traffic flow. There have been no reported accidents in the Village expect single vehicles that have gone off the road. Stop signs are not meant to prevent speeding, but to prevent accidents. The changes will be monitored and may change again in the future.**

**Valery Anderson, Div. 4, Lot 24, wanted to mention how great the Beaver Pond Rec area looked, as well as the bathrooms; and also wanted to thank the volunteers and staff for their work.**

**John Kaye, Div. 2, Lot 7, commended the Maintenance and Office Staff as well as Ken Hoffer and thanked them for their work.**

**Lawrence Pang, Div. 12D, Lot 30, thanked the Board for working hard on the budget and keeping dues down; wanted more information on some items listed in the budget and where the money is going.**

- **Sandra Stillion stated that Ralph Falk would discuss what he felt comfortable with during the Treasurer's Report.**

**John Veleber, Div. 15, Lot 34, commended Ken Hecker and Rick Whitaker along with the other members of the Lakes Committee for the great work that's been done on the lakes especially Thunderbird Lake. Mr. Veleber also added that the golf course ponds look better than ever thanks to Steve and Kenny from golf maintenance.**

**Carl Garlow, Div. 2, Lot 65, was curious what the county's plans were for Roger's Slough.**

- **Ken Hoffer answered that Fish and Wildlife have submitted a permit to move logs that are above 12 inches, and chip anything below 12 inches.**
- **Peter Winterfeld mentioned that BBWARM has asked for \$400,000 to clean the Slough, but have not been approved for that amount yet.**

**Rick Whitaker, Div. 15, Lot 66, suggested that the county or the Village install bubblers on the Slough to put oxygen in the water and reduce the bacteria causing the smell.**

- **Sandra Stillion said that they would pass that suggestion on to the county.**