

BAYSHORE BEACH CLUB, INC.

BOARD OF DIRECTORS MEETING

Saturday, March 15, 2025

In Attendance:

Karen Moorhead, Corp. Secretary	Division 1
Sarah Harris, Director	Division 2
Roger Smith, Vice President	Division 3
Josh Hanselman, President	Division 4
Megan Hanselman, Director	Division 4
Carolyn Gardner, Treasurer	Division 5
Storr Nelson, Director	Division 5

Absent:

Kate Guptill, Director	Division 1
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Vice President Smith welcomed everyone to the hybrid clubhouse and zoom meeting, and Corporate Secretary Moorhead determined a quorum was present. The Board of Directors meeting was called to order by Vice President Smith at 1:00 pm. Vice President Smith added an agenda item to today's meeting under New Business regarding the office computer.

Corporate Secretary Moorhead moved and Director Nelson seconded to approve the February 15, 2025 Board of Directors meeting minutes. Vote was unanimous in favor.

Director Nelson moved and Corporate Secretary Moorhead seconded to approve the February 8, 2025 Special Board meeting minutes. Vote was unanimous in favor.

Director Nelson moved and Corporate Secretary Moorhead seconded to accept the Board review of the financials for March, 2025. Vote was unanimous in favor.

REPORTS:

FINANCIALS: Report Submitted.

FACILITIES: No Report. President Hanselman mentioned the clubhouse boiler was checked by a tech recently, and although it is functioning now, per the tech, the boiler will need an upgrade in the near future. More to come.

COMMITTEES:

PLANNING COMMITTEE: Report Submitted.

LONG-RANGE RESERVE/PHYSICAL ASSETS: No Report.

SAFETY COMMITTEE: No Report.

POLICIES AND PROCEDURES COMMITTEE: No Report. Per Vice President Smith, speaking on behalf of Director Harris, there will be a Policies & Procedures meeting this coming Tuesday to work on the manual updates.

SOCIAL COMMITTEE: Report Submitted. Ice Cream social will be held April 19th after the Board meeting to meet the Board candidates. Game Night will be held April 25th, from 6-9 PM.

COMMUNICATIONS: No Report.

BUDGET/FINANCE: Report Submitted. Chair Morris inquired of the Board to review and approve the budget committee's requests for this coming fiscal year during this meeting. The committee requests are included in the Budget report attached.

Vice President Smith moved and Director Nelson seconded to approve the committee budget requests for the 2025-2026 fiscal year. Vote was unanimous in favor.

SAND LOBBY: No Report.

NOMINATIONS: Report Submitted. Vice President Smith volunteered to be the liaison for the Nominating committee during the February Board meeting, at which time Vice President Smith overlooked to 'motion in' the volunteers to the committee, and will do so during this meeting. The Nominating work has been complete and the postcard has been mailed.

Vice President Smith moved and Director Nelson seconded to approve Jeri Reinhart and Rob Wert as volunteers on the Nominating committee. Vote was unanimous in favor.

TASK FORCES:

DUES TASK FORCE: Survey Results Slideshow. Kenn Apel presented the survey results via slideshow presentation. The Dues Task Force received 287 member responses. The link to the slideshow presentation is on the Bayshore webpage under Dues Task Force. Board and member discussion took place after the slideshow. No motions or confirmed plans were stated by the Board, and continued discussion will take place this coming year, per President Hanselman.

BEACH ACCESS TASK FORCE: No Report. Kenn Apel mentioned the Task Force is really close to receiving the Mobi Mats and should be ready for the celebratory grand opening early to mid-May. The parking lot will also be paved and ADA ready thanks to member donations. The parking lot will stay a 'County space', per President Hanselman.

Treasurer Gardner moved and President Hanselman seconded to accept the reports for the minutes. Vote was unanimous in favor.

UNFINISHED BUSINESS:

A. Election/Nomination Committees: Three seats are open on the Board in May, excluding Division 4. Board applications are due in the office by March 28th, 2pm.

Vice President Smith moved and Director Nelson seconded to approve the following election committee members: Uschi Erdmann-Gamel, Jacque Smith, Mary Lou Morris, Aaron Stovern, and Karen Moorhead as the Liaison. Vote was unanimous in favor.

Vice President Smith moved and Director Nelson seconded to approve member Sarah Dance to the election committee. Vote was unanimous in favor.

Vice President Smith informed the members that this year the election will be done only by mail, with no voting by proxies or floor nominations.

B. 2025 Spring Cleanup: The Spring Cleanup will be held May 31st through June 2nd, the last weekend of May. Vice President Smith mentioned the Planning committee will be sending out letters to members with scotch broom issues soon. If there is interest in volunteering to help the Spring Cleanup crew, please contact the office, or VP Smith.

C. Utility Trailer, Work Truck: Facility Manager, McClain, offered his trailer for purchase to Bayshore for his use to haul the dog excrement from parks, and other work projects.

Director Nelson moved and President Hanselman seconded to purchase Facility Manager McClain's utility trailer in the amount of \$750.00, using the budget line item, Lawn & Garden. Vote was unanimous in favor.

D. Annual Employee Reviews: Coming soon.

E. Code of Conduct: President Hanselman has requested to table this topic until the April meeting when he is here in person, and not on zoom.

F. Office Computer: A computer 'glitch' has been verified, and an IT professional has been scheduled to come out Monday morning to scan for and eliminate any computer virus. A quote was given from Oregon Coast Technology for a flat fee of \$110.00. Due to the cost amount, a motion was not required.

NEW BUSINESS:

A. Budget-Committee Allocations: See above under Budget/Finance.

MEMBERS COMMENTS:

Artisans are selling 'Bayshore caps' in the amount of \$10.00 each for the Bayshore sign upgrade near Highway 101.

Dennis Engeldorf, of the Special Road District, stated that members can now join their monthly Road District meeting using a Zoom link. You can find the Zoom link on their web page: bayshoreroaddistrict.com. The Special Road District meeting is held in the Clubhouse, the 3rd Tuesday of every month at 1pm.

Member Engeldorf would like any member who notices suspicious activity, or damage to any road, sign, or solar panel, etc., to contact the Special Road District through their webpage: bayshoreroaddistrict.com.

Vice President Smith reminds the members that the community does not allow live Poultry. No hens or poultry allowed in the HOA, per the Bayshore Guidelines.

Cell phone found on the corner of Oceania and Marineview. Sticker on the back of the phone reads "Good Smoke". Please contact the office if you have a lead.

President Hanselman received an email from a home owner located in the Wayward Winds Estates. The owner gave reference to a trail to the east off Parker, near Sandpiper, which allows access to her property from the street. The owner reminds the Bayshore members that the trail is her private property, and asks Bayshore members to please comply with the No Trespassing signs.

EXECUTIVE SESSION: No executive session.

ADJOURNMENT: *President Hanselman moved and Director Nelson seconded to adjourn the meeting at 2:50 pm. Vote was unanimous in favor.*

Minutes prepared by Kathy Drossel, Office Coordinator

BAYSHORE BEACH CLUB, INC.

03/08/25

Balance Sheet

Accrual Basis

As of February 28, 2025

	Feb 28, 25
ASSETS	
Current Assets	
Checking/Savings	
10000 · Checking - 1st Security Bank	
10000-a · Checking - 1st Security	3,606.86
Total 10000 · Checking - 1st Security Bank	3,606.86
10002 · Funds for Operations-Money Mkt	
10002-j · Operating Funds - 6/30/24	240.41
10002-l · Operating Funds - 6/30/25	106,174.08
10002aa · Money Market - Reserve Account	26,114.52
Total 10002 · Funds for Operations-Money Mkt	132,529.01
10002b · Money Market CC Security	10,114.08
10020 · Petty Cash	
10020-a · General	50.00
Total 10020 · Petty Cash	50.00
Total Checking/Savings	146,299.95
Accounts Receivable	
11000 · Accounts Receivable	39,458.77
Total Accounts Receivable	39,458.77
Other Current Assets	
Reserve Accounts	
10005 · CD Reserve Account 1st Security	138,814.06
10006 · CD 1st Security	129,158.52
Total Reserve Accounts	267,972.58
10003 · Long Term Reserve Accounts	
10004 · Raymond James Investment Svcs.	
10004-a · Flex Fund	250,039.06
Total 10004 · Raymond James Investment Svcs.	250,039.06
Total 10003 · Long Term Reserve Accounts	250,039.06
12500 · Deposits in transit	550.00
14000 · Prepaid expenses	
14000-a · Insurance	14,976.14
Total 14000 · Prepaid expenses	14,976.14
Total Other Current Assets	533,537.78
Total Current Assets	719,296.50
Fixed Assets	
18000 · Land	63,354.00
18250 · Property, plant & equipment	788,923.00
18500 · Accumulated depreciation	-665,133.00
18900 · Construction in progress	
18900a · Clubhouse Remodel	37,102.00
Total 18900 · Construction in progress	37,102.00
Total Fixed Assets	224,246.00
TOTAL ASSETS	943,542.50

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BAYSHORE BEACH CLUB, INC.

03/08/25

Balance Sheet

Accrual Basis

As of February 28, 2025

	Feb 28, 25
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	2,938.73
Total Accounts Payable	2,938.73
Other Current Liabilities	
2110 · Direct Deposit Liabilities	-81.25
21400 · Payroll taxes payable	
21400-a · Payroll-FUTA	-374.38
21400-b · Payroll-FWH	124.00
21400-c · Payroll-MCARE	131.98
21400-d · Payroll-WBF assessment	-72.09
21400-e · Payroll-SUIOR	264.53
21400-f · Payroll-SWHOR	-38.17
21400-g · Payroll-FICA	564.26
21400-h · Payroll-State Transit	-186.35
Total 21400 · Payroll taxes payable	413.78
22250 · Rental Deposits	120.00
Total Other Current Liabilities	452.53
Total Current Liabilities	3,391.26
Total Liabilities	3,391.26
Equity	
31000 · General Fund Balance	776,405.04
Net Income	163,746.20
Total Equity	940,151.24
TOTAL LIABILITIES & EQUITY	943,542.50

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03/08/25

Accrual Basis

BAYSHORE BEACH CLUB, INC.
Profit & Loss Budget vs. Actual
 July 2024 through February 2025

	Jul '24 - Feb 25	Budget
Ordinary Income/Expense		
Income		
40025 · 2024-2025 Membership Dues	273,240.00	274,050.00
42000 · Boat & RV Permits	400.00	250.00
42500 · Building use fees	1,530.00	2,000.00
44000 · Donations/Miscellaneous Income		
44000-o · doggiepot station	40.00	0.00
44000-q · Donations - other	645.00	
44000-T · Refund	86.00	0.00
44000bb · Artisans Group	1,608.00	0.00
44000hh · Donations-Capital Improvements	13,100.00	
44000mm · Moby Mat Donations	39,568.88	
44000 · Donations/Miscellaneous Income - Other	30.00	0.00
Total 44000 · Donations/Miscellaneous Income	55,077.88	0.00
44500 · Height Variance Requests	0.00	600.00
45000 · Interest and late fees		
45000-a · Interest & late fees - dues	2,207.61	1,750.00
45000-c · Interest - savings & investment	10,361.59	5,000.00
Total 45000 · Interest and late fees	12,569.20	6,750.00
46000 · Lien Fee Reimbursement	1,600.00	600.00
46500 · Pool Pass/Diaper Sales	2,513.00	5,000.00
47000 · Returned Check Charges	25.00	0.00
47500 · Transfer Fees	3,900.00	5,000.00
48000 · Violation Fines	550.00	0.00
48600 · Budgeted from reserves	0.00	85,000.00
Total Income	351,405.08	379,250.00
Gross Profit	351,405.08	379,250.00
Expense		
50000 · Operating Personnel		
50005 · Office Administrator - wages	24,006.15	45,000.00
50020 · Facilities Manager- wages	15,405.75	42,000.00
50025 · Employees-p/r taxes	5,590.91	15,000.00
50030 · Employees-SAIF	316.81	700.00
50035 · Pool attendants - wages	14,048.27	23,000.00
50055 · Operating Personnel expenses		
50055-b · Facilities Manager- vehicle	291.25	300.00
50055-h · Office Manager - vehicle	0.00	350.00
50100 · Pool Staff Expenses	0.00	250.00
Total 50055 · Operating Personnel expenses	291.25	900.00
Total 50000 · Operating Personnel	59,659.14	126,600.00
51000 · Administrative expense		
51005 · Accounting Fees	3,223.00	3,000.00
51020 · Bank & Safe Deposit Fees	25.00	0.00
51035 · Postage Machine Leasing	432.00	800.00
51040 · Insurance		
51040-a · Board Liability-D&O and tail	5,815.36	8,700.00
Total 51040 · Insurance	5,815.36	8,700.00
51050 · Legal Fees	2,924.58	10,000.00
51055 · Lien fees	836.00	600.00
51065 · Office Supply Purchases		
51065-a · Printing and Reproduction	344.05	5,000.00
51065-b · Postage & shipping	1,585.44	4,500.00
51065-c · Office Supplies	613.77	3,000.00

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03/08/25

Accrual Basis

BAYSHORE BEACH CLUB, INC.
Profit & Loss Budget vs. Actual
July 2024 through February 2025

	Jul '24 - Feb 25	Budget
51065-d · Computer costs	255.91	1,000.00
51065-e · Quickbooks payroll expense	190.00	700.00
Total 51065 · Office Supply Purchases	2,989.17	14,200.00
51080 · Telephones	839.76	1,300.00
51081 · Internet expense	719.92	1,200.00
51085 · UBIT - tax	0.00	300.00
Total 51000 · Administrative expense	17,804.79	40,100.00
52000 · Site operating expense		
52005 · Clubhouse decor	0.00	200.00
52020 · Insurance		
52020-a · Flood Insurance	2,505.00	4,500.00
52020-b · Property Insurance-Commercial	14,122.00	21,175.00
Total 52020 · Insurance	16,627.00	25,675.00
52025 · Cleaning & Sanitation	734.09	500.00
52035 · Licenses & permits	1,328.48	2,500.00
52050 · Playgrounds & Parks	0.00	200.00
52051 · Equipment Rental	0.00	200.00
52053 · Spring Clean-Up	0.00	2,000.00
52055 · Pool - Chemicals & supplies	2,065.75	5,000.00
52065 · Recreational equipment	144.96	100.00
52085 · Utilities		
52085-a · Clubhouse TV & Radio	1,193.28	1,500.00
52085-b · Electricity	2,654.14	5,000.00
52085-c · Propane - Clubhouse & Pool	16,264.10	26,000.00
52085-e · Trash	1,485.75	2,600.00
52085-f · Water	3,683.45	5,500.00
52085-h · Septic Services	0.00	750.00
Total 52085 · Utilities	25,280.72	41,350.00
Total 52000 · Site operating expense	46,181.00	77,725.00
52054 · Doggie Pot Station Supplies	79.74	1,000.00
53000 · Repairs & improvements		
53010 · Building Repairs/Service	5,051.71	7,500.00
53014 · Equipment Repair/Service	266.02	1,500.00
53016 · Excavation/grading services	0.00	2,800.00
53026 · Septic Repair/Service	0.00	1,000.00
53035 · Building Materials/Supplies	1,125.32	1,000.00
53036 · Landscaping Supplies	375.56	500.00
53037 · Floor Repair/Cleaning Service	0.00	700.00
53045 · Pool Repairs & Improvements	1,317.48	6,000.00
53050 · Sports court & grounds	0.00	1,500.00
53056 · Lawn & Ground Service	31.98	1,000.00
Total 53000 · Repairs & improvements	8,168.07	23,500.00
54000 · Committee expense		
54005 · Board of directors' expense	529.29	1,000.00
54009 · Communications Committee	128.22	100.00
54020 · Planning committee expense	0.00	500.00
54026 · Safety Committee	1,278.91	1,100.00
54030 · Social committee	3,068.97	6,300.00
54031 · Artisans Group	141.67	0.00
54040 · Nominating Committee	0.00	800.00
Total 54000 · Committee expense	5,147.06	9,800.00

BAYSHORE BEACH CLUB, INC.
Profit & Loss Budget vs. Actual
July 2024 through February 2025

	Jul '24 - Feb 25	Budget
55000 · Mobi Mat	653.76	
58000 · Contingency	0.00	15,525.00
61000 · Capital Outlay	49,965.32	85,000.00
Total Expense	187,658.88	379,250.00
Net Ordinary Income	163,746.20	0.00
Net Income	163,746.20	0.00

Planning Committee Report to the Board of Directors, March 15, 2025

- 1) Report covers: Meeting minutes from February 19, 26, and March 6, 2025.
- 2) The Planning Committee continues to meet every other Wednesday from 9-11am. All members are welcome to attend. Our next meeting will be March 19th.
- 3) Since last report:
 - a) Construction: (approved)
 - a. Paint: 1
 - b. Fence: 1
 - c. Deck: 2
 - d. Roof: 5
 - e. Siding: 1
 - f. House: 1
 - b) Complaints filed: (new)
 - a. Trees: 4
 - b. Cleared Lot: 1
 - c. Signage: 1
 - d. Animals: 1
 - e. Unkempt Lot/Nuisance: 1
 - c) Complaint Letters Sent (new & ongoing):
 - a. Information: 6
 - b. Notice of Violations: 2
 - c. Notice of Fines: 1
 - d. Fines: 0

Reminder: Scotch Broom will soon be blooming yellow flowers. As pretty as it is to look at, it is an invasive noxious plant that needs to be removed before it goes to seed. The best way to remove the plant is to dig it out and get all the roots. The Planning Committee in conjunction with the Spring Clean Up will be sending out notices to homeowners who have plants on their properties. Volunteers may be available to help clean up some properties. If you want your property checked for Scotch Broom, send an email to the Planning Committee: **Planning.Bayshore@gmail.com**.

No Action Items this month.

Report submitted by Bayshore Planning Committee: Jeri Reinhart, Jeff Moorhead, Gary Brown, Roger Smith (BOD Liaison), & Paul Williams (Chair).

Social Committee

Board Meeting

March 15,2025

Upcoming Events

Ice Cream Social – Meet the Candidates

April 19, 2025

Following Board Meeting

Game Night

April 25, 2025

6:00-9:00 pm Clubhouse

Lynda Claro – Chair

Lynda Apel

Wynell Elzanga

John Westhafer

Babe Hamilton

Karen Moorehead – Board Liaison

BUDGET COMMITTEE REPORT
MARCH 2025 BOARD OF DIRECTORS MEETING

The Budget Committee will have their first meeting on March 21st.

The various Bayshore Committees have been asked to submit their requests for the 2025-26 year.

We have received requests/reports from the following committees:

Board of Directors – Written request for \$1,000.

Planning Committee – Written request for \$500.

Safety Committee – Written request for \$1,100.

Social Committee – Written request for \$5,500 (see attached).

Nominating Committee – Written request for \$900.

Communications Committee – Written request for \$250.

The Board needs to approve these requests so they are including in the coming year's budget.

Submitted by

Mary Lou Morris

Bayshore Budget Committee

SOCIAL COMMITTEE BUDGET**FISCAL YEAR** **7/1/25 - 6/30/26**

<u>Event</u>	<u>Date</u>	<u>Budget</u>
Music on the Patio	July	\$ 150.00
	August	\$ 150.00
	September	\$ 150.00
Halloween	October	\$ 400.00
Holiday Party	December	\$1,300.00
Game Night	April	\$ 55.00
Ice Cream Social	April	\$ 75.00
Member Meeting	May	\$ 300.00
Meet N Greet BBQ	June	\$1,600.00
New Event(s)	TBA	\$ 300.00
 <u>MISC</u>		
BOD Meetings	July-June	\$ 220.00
Kitchen Supplies		\$ 400.00
Operating Expenses		\$ 400.00
 <u>TOTAL</u>		 \$5,500.00

BUDGET DETAILS

EVENT

Music on the Patio
Halloween
Holiday Party

Game Night
Ice Cream Social
Member Meeting
Meet N Greet

MISC.

BOD Meetings
Kitchen Supplies
Operating Expenses

EXPENDITURES

Band
Food, Decor & Costume Prizes
Food, Decor, Raffle Prizes, Member's Gift
& Clean-up Help
Prizes
Ice Cream, Toppings, Cookies & Brownies
Food
Food, Paper Goods, Plastic
Tablecloths, Decor, Member's Gift,
Band & Clean-up Help

Cookies
Items (i.e., plates, serving pieces)
Pop, Water, Ice, Sterno & Name Badges

Social Committee

Kitchen Supplies Needed

<u>ITEM</u>	<u>Est. Cost</u>
8 sterno holders	\$ 42.00
1 pump dispenser	\$ 45.00
Kitchen drawer knife holder	\$ 20.00
2 wire whisks	\$ 6.00
4 ice cream scoops	\$ 16.00
10 serving spoon rests	\$ 50.00
36 dessert plates	\$108.00
36 bowls	\$116.73
<u>TOTAL</u>	\$403.73

Nomination Committee Report

The Policies & Procedures state that the Nomination Committee be formed 90 days prior to the May Member Meeting. At the February BOD meeting, I volunteered to be the Board Liaison for the committee. What I forgot to do was to have members approved to be on the committee. At the meeting, Rob Wert (Division 6) had already asked to join the committee. After the BOD meeting, Jeri Reinhart volunteered to join the committee.

My first motion will be to ask the Board to approve both: Rob Wert & Jeri Reinhart to act on this committee.

The three of us met on February 18th to discuss what the role of the committee is and to select a chairperson. Rob & Jeri felt that I was the most computer literate, I should be the Chair (vote was 2-1).

I informed the committee that there are three (3) positions available for this year's election. Each term is 3 years. All divisions are open except Division 4.

We then worked on verbiage for a post card to send out to all members. The postcards have all been mailed (total cost = \$676.17), and members should have received them during the first week of March.

On Tuesday March 4th, we met again to put together a candidate package (Articles of Incorporation, Bylaws, Guidelines for Determination, Ethical Statement, Covenants & Restrictions for Divisions 1,3,6 and an application form) to hand out to members who inquire at the office. Packets may also be mailed out or electronically sent if a member is unable to pick up at the office.

If you are interested in running for a Board of Director position you can contact Kathy in the office: office@bayshorebeach.com (541-563-3040).

Applications need to be submitted by 2pm on Friday, March 28th.

Thank you,

Roger Smith (Nomination Committee Chair)

Dues Task Force Meeting
March 2025 Monthly Report

Members: Kenn Apel (chair), Josh Hanselman, Megan Hanselman, Kate Lansing

The Task Force will be presenting the results of the recent survey sent out to members along with a recommendation for moving forward.