

**BAYSHORE BEACH CLUB, INC.  
BOARD OF DIRECTORS MEETING  
Saturday, January 18, 2025 Agenda**

<b>Quorum</b>			<b>Attending</b>	<b>Absent</b>
Karen Moorhead,	Corporate Secretary	Division 1	_____	_____
Kate Guptill,	Director	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	_____	_____
Vacancy	Director	Vacancy	_____	_____

**Approval of Minutes and Finances of November 16th, 2024 BOD Meeting  
Agenda Item Comments**

**Reports**

- A. Financial report:** Carolyn Gardner, Treasurer; **Report Submitted**
- B. Facilities:** Kirk McClain, Facility Manager; **Report Submitted**
- C. Committees**
  - 1. **Planning:** Paul Williams, Chair; Roger Smith, Liaison; **No Report**
  - 2. **Long Range Reserve & Physical Assets:** Storr Nelson, Liaison; **No Report**
  - 3. **Safety:** Dave Smith, Chair; Josh Hanselman, Liaison; **No Report**
  - 4. **Policies and Procedures:** Chair Needed; Sarah Harris, Liaison; **No Report**
  - 5. **Social:** Lynda Claro, Chair; Karen Moorhead, Liaison; **Report Submitted**
  - 6. **Communications:** Pam Sturgeon, Chair; Kate Guptill, Liaison; **No Report**
  - 7. **Budget/Finance:** Mary Lou Morris, Chair; Carolyn Gardner, Liaison; **No Report**
  - 8. **Sand Lobby:** Clark Schaefer, Chair; Michael Vest, Liaison; **No Report**
- D. Task Forces**
  - 1. **Dues Task Force:** **No Report**
  - 2. **Beach Access Task Force:** **Report Submitted**
- E. Motion to include all reports for minutes**
- F. Motion to include financial reports for minutes**

**Unfinished Business**

- A. Balanced Books**
- B. Board Vacancy** **Action**
- C. Beach Access Grading Update, Safety First!**
- D. 2025 Spring Cleanup**
- E. Clubhouse Roof Leak, Bids, Action**

**New Business**

- A. Elections/Nominations Committees** **Action**
- B. Holiday Party-Clubhouse Claps!**

**Member Comments**

**Motion for Executive Session**

**Zoom Link for Bayshore Board of Directors Meeting**

Time: Jan 18th, 2025, 1:00 PM Pacific Time

Join Zoom Meeting

<https://us06web.zoom.us/j/88175900786?pwd=eJEIxTaA9Hp0vVbASkLNkE1I52BADC.1>

Meeting ID: 840 3065 8565

Passcode: 97394

**Adjournment**

Financial notes for January 2025 meeting:

Several financial transactions were completed during November and December to maximize the amount of interest earned for our funds. Here is a list of the changes:

- The CD at 1<sup>st</sup> Security Bank matured and was reinvested in a no risk CD. This means that if the funds are needed, the interest earned for the period when the funds were in the account won't be lost. This account is earning 4.1694 % and matures on 6-22-25
- The Raymond James account CD also matured. The amount in the CD was only part of the funds at Raymond James. The \$250,000 was reinvested in a new CD which matures on 6/18/25 and is earning 4.35% The remaining \$128,051.00 was transferred to 1<sup>st</sup> Security.
- The \$128,000 was invested in a CD. The rate is 4.1694% and it matures on 6-10-25

## BAYSHORE BEACH CLUB, INC.

## Profit &amp; Loss

December 2024

01/04/25

Cash Basis

	Dec 24
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
40024 · 2023-2024 Membership Dues	10.00
40025 · 2024-2025 Membership Dues	1,620.00
42000 · Boat & RV Permits	25.00
44000 · Donations/Miscellaneous Income	
44000bb · Artisans Group	328.00
<b>Total 44000 · Donations/Miscellaneous Income</b>	<b>328.00</b>
45000 · Interest and late fees	
45000-a · Interest & late fees - dues	147.69
45000-c · Interest - savings & investment	402.28
<b>Total 45000 · Interest and late fees</b>	<b>549.97</b>
47500 · Transfer Fees	150.00
48000 · Violation Fines	250.00
<b>Total Income</b>	<b>2,932.97</b>
<b>Gross Profit</b>	<b>2,932.97</b>
<b>Expense</b>	
50000 · Operating Personnel	
50005 · Office Administrator - wages	2,791.96
50020 · Facilities Manager- wages	1,498.14
50025 · Employees-p/r taxes	371.37
50030 · Employees-SAIF	276.68
50055 · Operating Personnel expenses	
50055-b · Facilities Manager- vehicle	73.75
50055-h · Office Manager - vehicle	0.00
<b>Total 50055 · Operating Personnel expenses</b>	<b>73.75</b>
<b>Total 50000 · Operating Personnel</b>	<b>5,011.90</b>
51000 · Administrative expense	
51040 · Insurance	
51040-a · Board Liability-D&O and tail	726.92
<b>Total 51040 · Insurance</b>	<b>726.92</b>
51055 · Lien fees	532.00
51065 · Office Supply Purchases	
51065-b · Postage & shipping	48.40
51065-c · Office Supplies	29.34
51065-d · Computer costs	19.99
51065-e · Quickbooks payroll expense	14.00
<b>Total 51065 · Office Supply Purchases</b>	<b>111.73</b>
51080 · Telephones	104.97
51081 · Internet expense	89.99
<b>Total 51000 · Administrative expense</b>	<b>1,565.61</b>
52000 · Site operating expense	
52020 · Insurance	
52020-a · Flood Insurance	835.00
52020-b · Property Insurance-Commercial	1,765.25
<b>Total 52020 · Insurance</b>	<b>2,600.25</b>
52025 · Cleaning & Sanitation	273.67
52085 · Utilities	
52085-a · Clubhouse TV & Radio	138.24
52085-b · Electricity	283.41

## BAYSHORE BEACH CLUB, INC.

01/04/25

## Profit &amp; Loss

Cash Basis

December 2024

	<u>Dec 24</u>
52085-c · Propane - Clubhouse & Pool	737.25
52085-e · Trash	185.40
52085-f · Water	201.61
<b>Total 52085 · Utilities</b>	<u>1,545.91</u>
<b>Total 52000 · Site operating expense</b>	4,419.83
<b>53000 · Repairs &amp; improvements</b>	
53010 · Building Repairs/Service	44.97
53035 · Building Materials/Supplies	99.92
53036 · Landscaping Supplies	6.99
53056 · Lawn & Ground Service	31.98
<b>Total 53000 · Repairs &amp; improvements</b>	<u>183.86</u>
<b>54000 · Committee expense</b>	
54026 · Safety Committee	192.96
54030 · Social committee	1,263.09
<b>Total 54000 · Committee expense</b>	<u>1,456.05</u>
<b>61000 · Capital Outlay</b>	<u>4,338.56</u>
<b>Total Expense</b>	<u>16,975.81</u>
<b>Net Ordinary Income</b>	<u>-14,042.84</u>
<b>Net Income</b>	<u><u>-14,042.84</u></u>

## BAYSHORE BEACH CLUB, INC.

01/06/25

## Balance Sheet

Accrual Basis

As of December 31, 2024

	Dec 31, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10000 · Checking - 1st Security Bank	
10000-a · Checking - 1st Security	1,431.31
<b>Total 10000 · Checking - 1st Security Bank</b>	1,431.31
10002 · Funds for Operations-Money Mkt	
10002-I · Operating Funds - 6/30/25	113,000.15
10002aa · Money Market - Reserve Account	26,114.52
<b>Total 10002 · Funds for Operations-Money Mkt</b>	139,114.67
10002b · Money Market CC Security	10,103.49
10006 · CD 1st Security	128,292.43
10020 · Petty Cash	
10020-a · General	50.00
<b>Total 10020 · Petty Cash</b>	50.00
<b>Total Checking/Savings</b>	278,991.90
<b>Accounts Receivable</b>	
11000 · Accounts Receivable	15,864.23
<b>Total Accounts Receivable</b>	15,864.23
<b>Other Current Assets</b>	
<b>Reserve Accounts</b>	
10005 · CD Reserve Account 1st Security	137,883.23
<b>Total Reserve Accounts</b>	137,883.23
10003 · Long Term Reserve Accounts	
10004 · Raymond James Investment Svcs.	
10004-a · Flex Fund	250,249.06
<b>Total 10004 · Raymond James Investment Svcs.</b>	250,249.06
<b>Total 10003 · Long Term Reserve Accounts</b>	250,249.06
12500 · Deposits in transit	250.00
14000 · Prepaid expenses	
14000-a · Insurance	21,887.51
<b>Total 14000 · Prepaid expenses</b>	21,887.51
<b>Total Other Current Assets</b>	410,269.80
<b>Total Current Assets</b>	705,125.93
<b>Fixed Assets</b>	
18000 · Land	63,354.00
18250 · Property, plant & equipment	788,513.00
18500 · Accumulated depreciation	-643,398.00
18900 · Construction in progress	
18900a · Clubhouse Remodel	37,102.00
<b>Total 18900 · Construction in progress</b>	37,102.00
<b>Total Fixed Assets</b>	245,571.00
<b>TOTAL ASSETS</b>	<b>950,696.93</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
20000 · Accounts Payable	5,585.36

## BAYSHORE BEACH CLUB, INC.

01/06/25

## Balance Sheet

Accrual Basis

As of December 31, 2024

	Dec 31, 24
Total Accounts Payable	5,585.36
Credit Cards	
20001 · 1st Security Bank	-608.61
Total Credit Cards	-608.61
Other Current Liabilities	
2110 · Direct Deposit Liabilities	208.42
21400 · Payroll taxes payable	
21400-a · Payroll-FUTA	-427.29
21400-b · Payroll-FWH	122.00
21400-c · Payroll-MCARE	122.72
21400-d · Payroll-WBF assessment	8.31
21400-e · Payroll-SUIOR	194.00
21400-f · Payroll-SWHOR	-75.17
21400-g · Payroll-FICA	524.78
21400-h · Payroll-State Transit	-157.13
21400 · Payroll taxes payable - Other	614.31
Total 21400 · Payroll taxes payable	926.53
22250 · Rental Deposits	120.00
Total Other Current Liabilities	1,254.95
Total Current Liabilities	6,231.70
Total Liabilities	6,231.70
Equity	
31000 · General Fund Balance	798,751.87
Net Income	145,713.36
Total Equity	944,465.23
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>950,696.93</b>

**BAYSHORE BEACH CLUB, INC.**  
**Profit & Loss Budget vs. Actual**  
 July through December 2024

	Jul - Dec 24	Budget
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
40025 · 2024-2025 Membership Dues	273,240.00	274,050.00
42000 · Boat & RV Permits	400.00	250.00
42500 · Building use fees	810.00	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	
44000 · Donations/Miscellaneous Income - Other	30.00	0.00
<b>Total 44000 · Donations/Miscellaneous Income</b>	15,509.00	0.00
44500 · Height Variance Requests	0.00	600.00
45000 · Interest and late fees		
45000-a · Interest & late fees - dues	2,037.95	1,750.00
45000-c · Interest - savings & investment	7,708.97	5,000.00
<b>Total 45000 · Interest and late fees</b>	9,746.92	6,750.00
46000 · Lien Fee Reimbursement	1,200.00	600.00
46500 · Pool Pass/Diaper Sales	2,325.00	5,000.00
47000 · Returned Check Charges	25.00	0.00
47500 · Transfer Fees	3,150.00	5,000.00
48000 · Violation Fines	550.00	0.00
48600 · Budgeted from reserves	0.00	85,000.00
<b>Total Income</b>	306,955.92	379,250.00
<b>Gross Profit</b>	306,955.92	379,250.00
<b>Expense</b>		
50000 · Operating Personnel		
50005 · Office Administrator - wages	19,467.17	45,000.00
50020 · Facilities Manager- wages	13,114.07	42,000.00
50025 · Employees-p/r taxes	4,341.03	15,000.00
50030 · Employees-SAIF	276.68	700.00
50035 · Pool attendants - wages	15,189.77	23,000.00
50055 · Operating Personnel expenses		
50055-b · Facilities Manager- vehicle	157.50	300.00
50055-h · Office Manager - vehicle	0.00	350.00
50100 · Pool Staff Expenses	0.00	250.00
<b>Total 50055 · Operating Personnel expenses</b>	157.50	900.00
<b>Total 50000 · Operating Personnel</b>	52,546.22	126,600.00
51000 · Administrative expense		
51005 · Accounting Fees	3,413.00	3,000.00
51020 · Bank & Safe Deposit Fees	25.00	0.00
51035 · Postage Machine Leasing	288.00	800.00
51040 · Insurance		
51040-a · Board Liability-D&O and tail	4,361.52	8,700.00
<b>Total 51040 · Insurance</b>	4,361.52	8,700.00
51050 · Legal Fees	2,154.58	10,000.00
51055 · Lien fees	684.00	600.00
51065 · Office Supply Purchases		
51065-a · Printing and Reproduction	0.00	5,000.00
51065-b · Postage & shipping	1,053.32	4,500.00
51065-c · Office Supplies	422.12	3,000.00
51065-d · Computer costs	215.93	1,000.00
51065-e · Quickbooks payroll expense	162.00	700.00

**BAYSHORE BEACH CLUB, INC.**  
**Profit & Loss Budget vs. Actual**  
 July through December 2024

	Jul - Dec 24	Budget
<b>Total 51065 · Office Supply Purchases</b>	1,853.37	14,200.00
51080 · Telephones	629.82	1,300.00
51081 · Internet expense	539.94	1,200.00
51085 · UBIT - tax	0.00	300.00
<b>Total 51000 · Administrative expense</b>	13,949.23	40,100.00
<b>52000 · Site operating expense</b>		
52005 · Clubhouse decor	0.00	200.00
52020 · Insurance		
52020-a · Flood Insurance	835.00	4,500.00
52020-b · Property Insurance-Commercial	10,591.50	21,175.00
<b>Total 52020 · Insurance</b>	11,426.50	25,675.00
52025 · Cleaning & Sanitation	664.29	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	916.80	1,500.00
52085-b · Electricity	2,346.36	5,000.00
52085-c · Propane - Clubhouse & Pool	13,367.88	26,000.00
52085-e · Trash	1,300.35	2,600.00
52085-f · Water	3,277.13	5,500.00
52085-h · Septic Services	0.00	750.00
<b>Total 52085 · Utilities</b>	21,208.52	41,350.00
<b>Total 52000 · Site operating expense</b>	36,838.50	77,725.00
52054 · Doggie Pot Station Supplies	79.74	1,000.00
<b>53000 · Repairs &amp; improvements</b>		
53010 · Building Repairs/Service	1,272.07	7,500.00
53014 · Equipment Repair/Service	43.50	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	884.59	1,000.00
53036 · Landscaping Supplies	6.99	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
<b>Total 53000 · Repairs &amp; improvements</b>	3,556.61	23,500.00
<b>54000 · Committee expense</b>		
54005 · Board of directors' expense	359.64	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	2,793.64	6,300.00
54031 · Artisans Group	141.67	0.00
54040 · Nominating Committee	0.00	800.00
<b>Total 54000 · Committee expense</b>	4,702.08	9,800.00
58000 · Contingency	0.00	15,525.00
61000 · Capital Outlay	49,965.32	85,000.00
<b>Total Expense</b>	161,637.70	379,250.00



10:38 AM

01/04/25

Accrual Basis

**BAYSHORE BEACH CLUB, INC.**  
**Profit & Loss Budget vs. Actual**  
July through December 2024

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	<u>Jul - Dec 24</u>	<u>Budget</u>
Net Ordinary Income	145,318.22	0.00
Net Income	<u>145,318.22</u>	<u>0.00</u>

Date: January 13, 2025

To: Bayshore Board of Directors

From: Kirk McClain, Facilities Manager

Subject: January 2025 Board Report

>\* 1 action items

> 2 Discussion items

>Pool

Time to start thinking and establishing the 2025 pool schedule. I have one returning staff member. I will be looking for two new pool attendants. If anyone knows anyone looking for a summer job please have them get in touch with me.

>\*

We have a leaking roof. Leaks are near the chimney. Had a company do a quick patch job approximately 2 months ago...but it was leaking last bad rain we had. I have one bid and am seeking a couple of others. I am hoping money can be set aside for repairs and I am able to get repaired ASAP to avoid further damages.



16024 Alsea Hwy  
 Alsea, OR 97324  
 (541) 609-8325  
 northwestroofing34@gmail.com

#### Estimate

#### About Us

#### Line Items

Product	Description
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Repair	
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Remove existing chimney flashings.

Remove comp shingles around chimney area. ( up to 100sqft)

Install ice and water shield in repair area.

Install new stainless steel chimney bottom and back pan along with new counter flashing.

Install new composition shingles/ridge in repair area and fasten with stainless steel coil nails.

Clean up and haul away construction debris.

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#### SPECIAL INSTRUCTIONS

Estimate  
 Number:  
 2361  
 Estimate  
 Prepared  
 By:  
 Aaron  
 Bishop  
 11/11/2024

Estimate for:  
 Bayshore beach club  
 Job #1312 - Bayshore beach club chimney flashing replacement  
 1512 NW Oceania Dr  
 Waldport, OR 97394

Sub-Total	<b>\$3,658.00</b>
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Estimate Total	<b>\$3,658.00</b>
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Annual Holiday party was held on December 14, 2024. 55 guests attended, lots of good food, laughing, picture taking and just general fun had by all. Going into this party we had 71 guest RSVP. Of those 71 only 55 attended and only 3 let us know that they could not attend. Please, if you RSVP for one of our parties and cannot attend let us know asap, especially with the holiday party. We usually have a waiting list.

Upcoming Social Committee Events:

2/07/2024	First Friday Happy Hour	5-6:30pm BYOB and a snack to share
3/07/2025	First Friday Happy Hour	5-6:30pm BYOB and a snack to share
4/04/2024	First Friday Happy Hour	5-6:30pm BYOB and a snack to share
4/19/2025	Ice Cream Social	Following the Board Meeting
5/02/2024	First Friday Happy Hour	5-6:30pm BYOB and a snack to share
5/11/2025	Game Night	Clubhouse time to determined
5/17/2025	Member’s Meeting Dinner	5pm (food provided by SC)
6/14/2025	Annual Meet-N-Greet	3pm (food provided by SC)
6/28/2025	Music on the Patio	6-8pm BYOB and a snack to share
7/19/2025	Music on the Patio	6-8pm BYOB and a snack to share
8/01/2025	First Friday Happy Hour	5-7pm BYOB and a snack to share
8/16/2025	Music on the Patio	6-8pm BYOB and a snack to share
9/05/2025	First Friday Happy Hour	5-7pm BYOB and a snack to share
10/03/2024	First Friday Happy Hour	5-7pm BYOB and a snack to share
11/07/2025	First Friday Happy Hours	5-7pm BYOB and a snack to share
12/13/2025	Annual Holiday Party	5-9pm Clubhouse (dinner provided By Social Committee)

Lynda Claro – Chair

Lynda Apel

Wynell Elzenga

Babe Hamilton

John Westhafer

Karen Moorehead – Board Liaison

## **Beach Access Task Force Monthly Report**

**January 2025**

Members: Kenn Apel and Jana Hanford, Josh Hanselman (Board Liaison)

1. Bayshore now has approved State and County permits. The Task Force will continue to work with the contracted pathway developer to a) obtain a sand grading permit and b) develop a pathway suitable for the Mobi-Mats.
2. The company that will pave the parking lot across from the beach access point is projected to complete that task in Spring.
3. A next step is to purchase the (sand colored) Mobi-Mats for the pathway. They will be laid out in May, 2025.
4. The Task Force reiterates its thanks to those members (and non-members) who contributed to the fundraiser which raised enough funds to develop the parking lot.