

BAYSHORE BEACH CLUB, INC.
BOARD OF DIRECTORS MEETING
Saturday, April 20, 2024

In Attendance:

Kenn Apel, Vice President	Division 1
Roger Smith, Director	Division 3
Josh Hanselman, Director	Division 4
Carolyn Gardner, Corp. Secretary/Treasurer	Division 5
Storr Nelson, Director	Division 5
Michael Vest, President	Division 7

Absent:

Kate Guptill, Director	Division 1
William Nightingale, Director	Division 7

President Vest welcomed everyone to the hybrid clubhouse and zoom meeting, and Corporate Secretary Gardner determined a quorum was present. The Board of Directors Meeting was called to order by President Vest at 1:00 pm.

Corporate Secretary Gardner moved and Vice President Apel seconded to approve the March 16th Board of Directors meeting minutes, the March 27th Board of Directors' Emergency meeting minutes, and the April 13th Special Board of Directors' meeting minutes. Motion was unanimous in favor.

REPORTS:

FINANCIALS. Report submitted.

FACILITIES. Report submitted with actions. 1) Pool has leak: bid will be available when the repair company comes to look for the leak; 2) Tennis court at Mackey Park: working on bid for resurfacing the tennis court, or patching the cracks on the court. Vice President Apel stated the main issue is the cracks on the tennis court. Also discussed was the possible addition of pickleball lines on the court. 3) Septic tanks for apartment and clubhouse were discussed. Facility Manager McClain will look into when the tanks were last serviced. 4) Bike rack: the bike rack is now beyond repair. The Board stated to go ahead and purchase the stainless bike rack that was discussed for \$354.00. 5) Replacement of shingles on the west side of the clubhouse was discussed, and bid is attached in the Facility report. Director Smith suggested to have a 'work party' for members to pull off the shingles, which could save Bayshore a couple thousand dollars.

COMMITTEES:

PLANNING COMMITTEE. Report submitted. No action.

LONG-RANGE RESERVE/PHYSICAL ASSETS. No report.

SAFETY COMMITTEE. Report submitted. [See backyard burning/burn barrels, under New Business section]

POLICIES AND PROCEDURES COMMITTEE. No report.

SOCIAL COMMITTEE. Report submitted.

COMMUNICATIONS. No report.

BUDGET/FINANCE. Verbal report. Chair Morris stated that the next budget meeting will be held prior to the Annual Meeting of the Members and there will be a draft of the proposed budget available at the meeting.

SAND LOBBY. No report.

NOMINATING COMMITTEE. No report. Chair Melody Brown introduced the 2024 BOD nominees presented at the April 13 Special BOD Meeting: Gary Brown (Div. 5), Carolyn Gardner (Div. 5), Megan Hanselman (Div. 4), Sarah Harris (Div. 2), Kathi Lenz (Div. 7), Dennis MacDonald (Div. 1), and Karen Moorhead (Div. 1). There will be an opportunity to meet and greet the nominees after this meeting.

ELECTION COMMITTEE. Verbal report. Chair needed.

Vice President Apel moved and Director Smith seconded to include Pat Gagnon and Patty Bozanich to the Election committee. Motion was unanimous in favor.

TASK FORCES:

CLUBHOUSE PROJECT. Verbal report. Chair needed.

MOTION TO ACCEPT ALL REPORTS FOR MINUTES: *Vice President Apel moved and Director Nelson seconded to accept all committee and task force reports for the minutes. Vote was unanimous in favor.*

UNFINISHED BUSINESS:

A. **Beach Access Clearing Permits:** Vice President Apel updated members on beach accesses, and permit costs. Beach access 67B now has a ramp (no longer a cliff) going out to the beach. The county permit fee was \$603.75, with another \$241.50 for their signature for the state permit. The state permit fee was waived (no payment), and Terry Thissell cost is approximately \$850.00. The total permit fee came to \$1,695.25, which was under the Board allocated cost amount of \$2500.00. Kathy has added an annual reminder on the office calendar to remind the Board to renew the county permit every September. The state permit renewal is every five years and the county permit renewal is every year.

NEW BUSINESS:

A. **Backyard Burning/Burn Barrels:** Director Hanselman discussed whether burn barrels should be allowed in Bayshore. Currently, Bayshore (Unincorporated Lincoln County) allows burning under a permitting system regulated by the Chief of Seal Rock Fire. Discussion took place regarding the health and safety aspects of burning, and pros and cons of continuing to allow burning. If a member has a medical condition, the member can call the Department of Environmental Quality (DEQ) hotline number for burns and smoke issues.

Member input occurred regarding the burn barrels, and Director Hanselman would appreciate members' input who were not in attendance as well, and to include personal experiences, positive or negative, if possible (safety.bayshore@gmail.com). If there is a strong pro or con trend in the input, the Board may revisit the discussion at the upcoming annual Members Meeting if time allows.

Dave Smith, Chair of the Safety Committee, stepped up to spearhead a spring cleanup. Member Mary Lou Morris volunteered to help, as well as Director Smith. More details to come regarding a spring cleanup.

MEMBERS COMMENTS:

Artisan's member, Paula Brubaker, shared that the clubhouse and the recreation room are now finished with their new look (members should come take a look at the recreation room and clubhouse). Member Brubaker also mentioned that the 'Fun Run' will be Saturday, June 29th, with a 1 mile, and a 5K run. More details to come.

Vice President Apel addressed pool attendant concerns and their ability to work well with the new look in the recreation room. Board and members came up with suggestions to remedy any issue.

Facility Manager McClain will send the pool attendant job listing out to Waldport.

Dennis Engeldorf from the Bayshore Special Road District mentioned they are looking at both options (short T or round-about), for the corner of NW Bayshore Dr. and NW Westward Dr., with the engineering firm. Dennis believes cost is a factor and also members' preferences here at the HOA. If you have any questions, please come to a Special Road District meeting. The next Special Road District meeting will be held May 28th at 1 pm. (The Bayshore Special Road District meetings are held the 3rd Tuesday of the month at 1pm, May 28th is an exception for May).

HAND CLAPS:



- Vice President Apel thanked, with standing applause, the 18 volunteers who processed the member mailing election packets for the nomination of the new Board members. Thank you, Volunteers!!!
- Member Mary Lou Morris thanked Facility Manager McClain for his willingness to help in any way he can. Thanks Kirk!
- Vice President Apel thanked President Vest for all his work as President of the Board. Thanks, Mike!
- President Vest thanked Vice President Apel for all his work on the Board these past years. Thanks, Kenn!
- Big thank you to Paula Brubaker and the Artisans for their wonderful upgrade to the clubhouse and the recreation room! Thanks Paula and Artisans!!

EXECUTIVE SESSION: *There was no executive session at this meeting.*

ADJOURNMENT: *President Vest moved and Director Smith seconded to adjourn this meeting at 2:27 pm.*

Minutes prepared by Kathy Drossel, Office Coordinator

BAYSHORE BEACH CLUB, INC.

MONTHLY REPORT TO BOARD

As of March 31, 2024, the 2024 Operating fund balance was \$58,765.00

As of March 31, 2024, Money Market reserve \$51,114.52

As of March 31, 2024, the Long Term (Raymond James) reserve fund balance is \$373,332.21

As of March 31, 2024, the secure Money Market CD account is \$10,054.42

As of March 31, 2024, the Long Term CD \$133539.64

Accounts receivable balance as of March 31, 2024 is \$10,843.92

Current Liabilities including accounts payable and payroll related items total \$15,812.08 as of March 31, 2024

Contingency Fund balance as of March 31, 2024 is \$11,960.00

There were 3 property transfers in March.

The financial reports are prepared by:

Carolyn Gardner
Corporate Secretary
Board member from district 5

Date: April 20, 2024

To: Bayshore Board of Directors

From: Kirk McClain, Facilities Manager

Subject: April 2024 Board Report

>*2 action items

>7 Discussion items

>Pool

Attached is the pool schedule for 2024. Bob and I started this week getting the pool ready for use. Kathy sent a job listing for pool attendant early this week.

>Tennis court

I have a company working on a bid to resurface the tennis court. Is this something we want to move forward with for 2024?

>Boiler was serviced since last meeting. running well

>*Septic Tank

I need to get the Septic tank on the clubhouse serviced. It is on a 4 year schedule and due to be taken care of this year. Septic on my apartment was taken care of last year. Cost is approximately \$750.

<Backflow

I will be getting backflow preventer valve inspected this month. minimal charge approx \$75.

<Clubhouse Shingles

Attached is a bid for replacing shingles and windows on west side of clubhouse. I was asked to get bid by budget committee as well as tennis court bids.

<*Bike rack

Bike rack in front of clubhouse needs to be replaced. I request to purchase new one. Attached are a few ideas.

2024 DAILY POOL SCHEDULE (Opens Wed., 5/22/2024)

(Sessions run 7-days-a week)

<u>Session Description</u>	<u>Session Time Period</u>
*Aquasizers (Members and Guests)	9:00 AM – to – 10:00 AM
Lap Swim (Members and Guests)	10:00 AM – to – 11:00 AM
Members and Guests	11:00 AM – to – 12:30 PM
Adult Members and Adult Guests	12:30 PM – to – 1:30 PM
**OPEN SWIM	1:30 PM – to – 4:30 PM
Member and Guests	4:30 PM – to – 6:00 PM
Adult Members and Adult Guests	6:00 PM – to – 8:00 PM
Pool Closes	8:00 PM

* Pool opens at 10:00 AM on weekends. Aquasizers session not available on Saturdays and Sundays.

** During “OPEN SWIM” members, member’s guests, and Bayshore Vacation Renters may use the pool. Bayshore Vacation Renters must pay a fee to use the pool (see schedule below & separate Renter Rules). Vacation renters are **NOT** allowed to use the Activity Room.

Beginning Tuesday, September 3rd through the end of season, the “Adult Members and Adult Guests” swim period from 6:00 PM to 8:00 PM will be reduced by one-hour and the pool will close at 7:00 PM.

The last day of the 2024 pool season will be Sunday, September 29th.

OPEN SWIM FEES FOR VACATION RENTERS:

Day Use Single Person	\$ 8.00
Day Use Family Pass, up to 5 family members	\$ 30.00
Six Day Family Pass, up to 5 family members	\$ 75.00

QUESTIONS? Call 406-224-3694 for questions or more information.

ESTIMATE



Prepared For

Kirk McClain
1512 Nw Oceania Dr
Bayshore, Oregon 97394
(406) 224-3694

Tad Oliphant Construction

174 Chetco Court
Siletz , Oregon 97380
Phone: (541) 270-0274
Email: oliphant454@yahoo.com

Estimate # 757
Date 04/10/2024
Business / Tax # licensed & Bonded/Insured #206723

Description

Total

Replace approximately 1140 square feet of siding on west wall \$16,800.00

- 1.. Remove existing siding on west wall down to the sub sheathing
- 2.. Inspect for dryrot or any other issues before vapor barrier is installed .
- 3.. Install a hybrid vapor barrier or equivalent drainage plain for the vapor barrier onto the sub sheathing
- 4.. Install window tape onto the window flanges to cover any penetrations around the windows
- 5.. There is no trim around existing windows
- 6.. Install cedar shake shingles which is a non square edge with imperfections like what is installed now .
- 7.. All fastners will be stainless steel not galvanized.
- 8.. protect the deck with tarps and have a dumpster on site for debris .
- 9...Material price \$11,300

6 foot by 5 foot window replacement.. \$8300 total for labor and windows \$0.00

5 fixed windows that are aluminum need to be replaced and the 2 vinyl windows are in good condition . I got prices for the windows and the labor to replace them with plygem coastal package windows with bronze exterior and white interior . Pictures attached.
THIS Is an additional cost above estimate if the windows get replaced .

Subtotal \$16,800.00

Total **\$16,800.00**

CREDIT CARDS ACCEPTED °°

There will be a 3.5% processing fee per credit card transactions
and a 3.5% processing fee for manually entered credit cards numbers ••

SHIPPING & DELIVERY There could be delays .

QUOTE EXPIRES Quote Not Certified

Ply Gem
WINDOWS

BILL TO: SHIP TO:
Oliphant / Bayshore Beach Club

QUOTE #	QUOTE DATE	LOAD DATE	SHIP DATE	QUOTED BY
8077725	4/10/2024	Load Date Not Set	Quote Not Ordered	Spencer Mason
JOB NAME		CUSTOMER PO#	BUILDING/LOT #	CONTACT

Label/Item #	Description	Net Price	Extended
1-1	Pro Series 100 Rectangular	\$842.74	\$4,213.70
QTY: 5	Overall Dimensions - Frame: 71 1/2 X 59 1/2, Rough Opening: 72 X 60 Frame Size: 71.5 X 59.5 FW-C30 (DP +30/-30), U-Factor = 0.27, Solar Heat Gain Coefficient = 0.32, Visible Light Transmittance = 0.58, CPD = PWG-M-122-02910-00001 Exterior = Bronze-Coated/Anodized, Interior = White, Installation Zipcode = 97265 Unit 1: HP, Double Glazed, Argon, WE+, Metal Unit 1: Annselod, Low-E, Low-E+ clear, Exterior 5/32, Interior 5/32 WARNING California Residents - Proposition 65 Nail Fin, 1.5" Setback FW-C20 (DP +30/-30), No Thermal Requirement, U-Factor = 0.27, SHGC = 0.32, VLT = 0.58, CPD = PWG-M-137-02910-00001		
Total Unit Quantity: 5			

8077725

Ply Gem
WINDOWS
www.plygemwindows.com

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Terms and Conditions Scope of Work: Company will provide services as described in the attached quote. Company will provide all services, materials, labor, tools, and equipment needed for completion of services Subcontractors are an additional cost such as plumbers ,electricians and are not the contractors financial responsibility. Payment Terms: A down payment is due upon acceptance of quote. The balance of the contract is due the day of project completion. Change Order: Any deviation from the above quote involving a change in the scope of work or any additional costs will be executed only with a written change order signed and dated by both the Company and Customer at \$75 per man hour ..Warranty: Company warrants all work will be performed in a good and workmanlike manner. Any warranties for parts or materials are subject to manufacturer terms on such products. Conditions: Company reserves the right to withdraw this proposal or re-quote the project if contract acceptance is beyond 7 days due to scheduling . DRYORT REPAIR is an additional cost of \$75 per man hour for unforeseen circumstances beyond our control and customer will be notified upon detection. DELAYS.. Contractor is not responsible for delays for material,weather conditions ,unforeseen circumstances that will delay project .

Tad Oliphant

Kirk McClain

Planning Committee Report to the Board of Directors, April 20, 2024

- 1) Report covers: March 21 & April 4, 2024
- 2) The Planning Committee continues to meet every other Thursday currently.
- 3) Since last report:
 - a) Construction: (approved)
 - a. Houses: 3
 - b. Shed: 1
 - c. Roof: 1
 - d. Height Variance Request (Approved): 1
 - b) Complaints filed: (new/ongoing)
 - a. RV: 1
 - b. Scotch Broom: 4
 - c. Shed: 1
 - d. Animals: 2
 - e. Vegetation: 1
 - c) Complaint Letters Sent:
 - a. Informational: 9
 - d) Approved Permits:
 - a. RV: 1

Action items this month.

No action items.

Report submitted by Bayshore Planning Committee: Jeri Reinhart, Mark Mugnai, Roger Smith (BOD Liaison), & Paul Williams (Chair).

Safety Committee report-

Beach access will be graded in the near future thanks to diligent red tape navigation by Kenn Apel.
Thanks Kenn!!!!

End of Report

Social Committee Report - April 20, 2024

First Friday Happy Hour continues to be a big hit. Second Happy Hour was held on April 5, 2024 at the clubhouse . 55 people in attendance. Lots of talking and laughing and tons of really good food. Next one will be held on May 3, 2024.

Upcoming Events :

Ice Cream Social/Meet the Candidates	April 20, 2024 Following the board meeting Ice Cream/topping and cookies provided by the Social Committee.
First Friday Happy Hour	May 3, 2024 5pm-7m upstairs at the clubhouse
Members Meeting Spaghetti Dinner and Music on the Patio	May 18, 2024 Dinner will be provided by the Social Committee along with soda and water. BYOB Also Music on Artisans Patio 5pm-8pm
First Friday Happy Hour	June 7, 2024 5pm-7pm Clubhouse
“Groovy” Meet-n-Greet	June 29,2024 3pm-7pm A fun filled afternoon of the “70’s” Music by Steve Cook BBQ provided by the Social Committee. More details as it gets closer

No action items

Bill Nightingale Board Liaison

Ila (Babe) Hamilton Chair

Lynda Claro

Wynell Elzanga

John Westhafer

Carol Westhafer