

BAYSHORE BEACH CLUB, INC.
BOARD OF DIRECTORS MEETING
Saturday, September 17, 2022

In Attendance

Kenn Apel, President	Division 1
Carolyn Gardner, Corp Sec	Division 5
William Nightingale, Director	Division 7
Michael Vest, Director	Division 7
Kate Guptill, Director	Division 1
Steve Sager, Director	Division 3

Absent

Tom Hurt, Vice President	Division 4
Vivian Mills, Director	Division 6
Storr Nelson, Director	Division 5

President Apel welcomed everyone to the hybrid clubhouse and Zoom meeting, and determined that a quorum was present. The Board of Directors’ Meeting was called to order by President Apel at 1:00 pm.

Approval of Minutes

President Apel asked if there were any changes before accepting the minutes of the Board of Directors’ meeting of August 20, 2022. No changes were requested.

Motion: Director Gardner moved and it was seconded by Director Nightingale, to approve the minutes of August 20, 2022. Vote was taken, motion passed 6-0.

Apel	Yes	Vest	Yes
Gardner	Yes	Guptill	Yes
Nightingale	Yes		
Sager	Yes		

A Board of Directors emergency meeting was held on August 24, 2022, to discuss the new Bayshore Bylaws Task Force, and the Bayshore bookkeeper position. Minutes were taken.

Motion: Director Gardner moved and it was seconded by Director Nightingale, to approve the minutes taken at the emergency BOD meeting held on August 24, 2022. Vote was taken, motion passed 6-0.

Apel	Yes	Vest	Yes
Gardner	Yes	Guptill	Yes
Nightingale	Yes		
Sager	Yes		

A Board of Directors emergency meeting was held on August 30, 2022, to discuss hiring Kathi O’Leary as the new Bayshore bookkeeper. Minutes were taken.

Motion: Director Gardner moved and it was seconded by Director Nightingale, to approve the minutes taken at the emergency meeting held on August 30, 2022. Vote was taken, motion passed 6-0.

Apel	Yes	Vest	Yes
Gardner	Yes	Guptill	Yes
Nightingale	Yes		
Sager	Yes		

GOOD NEWS:

1. Bayshore officially has a new attorney and a new bookkeeper. Special shout out to Director Gardner for filling in, and how appreciative Bayshore is for Bill Uhlman who helps with the Zoom meetings.
2. Three beach accesses have been cleaned up by Terry Thissell (67 B, C & D)
3. Lights are officially out at Mackey Park.

REPORTS:

Financials. Report submitted. Short discussion took place and all looks good per Director Gardner. Director Gardner recommended Bayshore purchase a back-up program for the computer in the office. Bayshore already upgraded Windows to Pro so Director Gardner can work remotely.

Facilities. Report submitted. Facility Manager Tunison requested the Board not chain the lock on the east gravel parking lot. Per Facility Manager Tunison there has only been one incident since last April of a truck parked overnight, and he locked him in.

Motion: President Apel moved and Director Vest seconded to not chain the lock off on the east parking lot, and revisit in one month. Vote taken, motion passed 5-1.

Apel	Yes	Vest	Yes
Gardner	Yes	Guptill	No
Nightingale	Yes		
Sager	Yes		

Long-Range Reserve & Physical Assets. No action item.

Safety Committee. Report submitted. No action item.

Planning Committee. Report Submitted. Four action items:

1. Recommend a fine of \$10,250.00 for member with multiple C&R violations, including construction without written approval, clearing land without written approval, placing fill without written approval and prohibited vehicle on property.

Motion: Director Vest moved and Director Nightingale seconded to move forward with the fine adding a stipulation that if the member satisfies the planning committee within 30 days, the Board can rescind the fine at the next meeting. Vote taken, motion passed 6-0.

Apel	Yes	Vest	Yes
Gardner	Yes	Guptill	Yes
Nightingale	Yes		
Sager	Yes		

2. Because the Special Road District committee is not part of Bayshore, the planning committee would like to remove the wording in the policy & procedure manual that states the road committee must provide its contact information.

Motion: Director Vest moved and Director Nightingale seconded to remove the language from the policy & procedure manual requiring the road district committee to provide planning committee members its contact information. Vote taken, motion passed 6-0.

Apel	Yes	Vest	Yes
Gardner	Yes	Guptill	Yes
Nightingale	Yes		
Sager	Yes		

3. Recommendation to change the fine schedule regarding illegal fireworks. Bayshore policy has a \$500.00 fine limit for noxious activities. The planning committee would like to separate the fireworks from generic nuisance activities and provide their own fine schedule. President Apel agreed that the planning committee should come up with ideas for the new fine schedule and continue the conversation at a later date.

Motion: Director Vest moved and Director Nightingale seconded to modify the fine schedule to include a separate fine itemization for illegal fireworks, in addition to adding another fine for dumping debris in the canal. Vote taken, motion passed 6-0.

Apel	Yes	Vest	Yes
Gardner	Yes	Guptill	Yes
Nightingale	Yes		
Sager	Yes		

4. Director Vest suggested Bayshore remove the exception for fireworks in the Guidelines for Determination, and just state wording to include all fireworks are prohibited in Bayshore. This suggestion is to get rid of legal vs illegal fireworks and certain dates of availability.

The planning committee would like to clarify the definition of RV's with respect to Sprinter type vans in the Guidelines for Determination.

Motion: Director Vest moved and Director Nightingale seconded to have the planning committee look at modifications to update the Guidelines for Determination 1) to prohibit all fireworks; and 2) clarify the definition of RV's with respect to Sprinter type vans. Vote taken, motion passed 6-0.

Apel	Yes	Vest	Yes
Gardner	Yes	Guptill	Yes
Nightingale	Yes		
Sager	Yes		

The committee and the board will discuss at a later date the new wording/modifications for the Guidelines for Determination and the board will then take a vote.

Policies and Procedures Committee. Report Submitted. Chair Debbie White had two action items as follows:

1. Backyard Rental Agreement: the policy & procedure committee suggested Bayshore install a porta potty in the back parking lot and gazebo area to solve the restroom issue that would arise if a member rented the gazebo area in the evening. During previous Chat Time, some members were concerned that wind could blow the porta potty over, that anyone could use the porta potty any time of the day or year, and that it would look odd to have a porta potty out in the back. Chair White suggested the committee go back to the drawing board.
2. Bidding Process: the policy & procedure committee requested approval of the resolution of concepts for the bidding process. Pre-vetted vendors would keep the re-bidding down on some items or tasks that are already in the budget. \$500-\$2500 would be reasonable for larger bids for items that pertain to interior/exterior painting, roofing and such type of project.

The policy & procedure committee will discuss with the Board at the October Board meeting the finalized language for the bidding approval, and the backyard rental agreement information.

A short discussion took place regarding how many days in advance would be required for members requesting an agenda item on the Board meeting agenda.

Motion: President Apel moved and Director Nightingale seconded to modify the policy & procedure manual to change the requirement of days a member could request an agenda item to the board of directors meeting agenda from 14 days to 10 days. Vote taken, motion passed 6-0.

Apel	Yes	Vest	Yes
Gardner	Yes	Guptill	Yes
Nightingale	Yes		
Sager	Yes		

A short discussion took place regarding the definition of the word liaison.

Motion: President Apel moved and Director Vest seconded to accept the definition of liaison and include it into the policy & procedure manual: A Board liaison is an individual who fosters communication or cooperation which facilitates a close working relationship among people or organizations.

Apel	Yes	Vest	Yes
Gardner	Yes	Guptill	Yes
Nightingale	Yes		
Sager	Yes		

Amendment to Motion: President Apel moved and Director Gardner seconded to accept the amended definition of liaison to the policy & procedure manual: A Board liaison is a Director who fosters communication or cooperation which facilitates a close working relationship among committee members and the Board. Vote taken, motion passed 5-1.

Apel	Yes	Vest	Yes
Gardner	Yes	Guptill	Yes
Nightingale	Yes		
Sager	No		

Social Committee: Report Submitted. No Action Item.

Communication Committee: President Apel asked members for help in publishing the Breeze, and will need to publish the Breeze every other month or quarterly moving forward.

Budget/Finance: Chair Morris asked the Board for approval to accept member Dwayne Hayden as a member of the budget/finance committee.

Motion: Director Nightingale moved and Director Vest seconded to appoint member Dwane Hayden to the Budget/Finance committee. Vote taken, motion passed 6-0.

Apel	Yes	Vest	Yes
Gardner	Yes	Guptill	Yes
Nightingale	Yes		
Sager	Yes		

Canal: No Action Item.

Accessibility Task Force. Report Submitted. No Action Item.

Bylaws Task Force: Discussion took place mentioning the task force will be busy getting caught up the next few months. President Apel questioned as to whether the task force will rid the Bylaws of the non-discriminatory language changes by Dec. 30. Director Guptill and Chair Ferguson will work together and accomplish the task.

Motion: Director Nightingale moved and Director Vest seconded to accept the Reports for the Minutes. Vote taken, motion passed 6-0

Apel	Yes	Vest	Yes
Gardner	Yes	Guptill	Yes
Nightingale	Yes		
Sager	Yes		

UNFINISHED BUSINESS:

Mackey Park: Member Paula Brubaker from the Artisans Group discussed with the Board three playground sets and various options and prices. Member Brubaker is asking for volunteers. Bayshore needs to excavate and level the park which will cost about \$2,000.00 more. \$11,300 is in budget for the playset, teeter totter, climber, border and picnic table not to include the water line.

Motion: President Apel moved and Director Nightingale seconded to purchase Model 3 Play Set, and include the \$2,000.00 to prepare for the playground. Vote taken, motion passed 5-1.

Apel	Yes	Vest	Yes
Gardner	Yes	Guptill	No
Nightingale	Yes		
Sager	Yes		

Dike Path: Facility Manager Tunison has cleared off the dike path so that two people can walk side-by-side.

ADA Compliant Remodel Task Force: Two members have asked to join the ADA Compliant committee, per Chair John Gardner, who announced the members as Lynda Apel, and Jana Hanford. Ms. Hanford is an architect from Washington State and has an ADA background and would like to help Bayshore and participate.

Motion: President Apel moved and Director Nightingale seconded to appoint member Lynda Apel and member Jana Hanford to the ADA Compliant Task Force. Vote taken, motion passed 6-0.

Apel	Yes	Vest	Yes
Gardner	Yes	Guptill	Yes
Nightingale	Yes		
Sager	Yes		

NEW BUSINESS:

1. **HOA Leader:** HOA Leader is an electronic newsletter. The current board is not excited about this newsletter.

Motion: President Apel moved and Director Nightingale seconded to end the subscription of HOA Leader. Vote taken, motion passed 6-0

Apel	Yes	Vest	Yes
Gardner	Yes	Guptill	Yes
Nightingale	Yes		
Sager	Yes		

2. Member Participation on Committees and the Board: President Apel commented that it's important that members step up and volunteer for projects and committees as Bayshore only relies on volunteers. Please consider volunteering on a Task Force or Committee.

3. Board Communication with Members: On the advice of Bayshore's legal counsel, members have the right to communicate with the Board; however, substantive discussions cannot happen outside of the Board meetings. The following two choices are available:

a. before 10 days or more before a BOD meeting, members may request that an item be placed on the agenda for the upcoming board meeting; or

b. members are welcome to speak during the members' comment time during a board meeting.

Reasons: It is not fair that other members don't hear the discussion if it takes place outside of the board meeting and the communication model is in line with ORS 192.610 and ORS 192.690. To answer some comments from members:

i. Board is not required to respond right away, and is not set up to handle issues immediately. Also, keep in mind the Board is made up of volunteers.

ii. There are multiple Facebook pages or social media sites that are created by different Bayshore members. The Board does not have a way to moderate or correct the frequent misinformation on these sites. These sites are not endorsed by Bayshore, except the Bayshore Board of Directors Information Page, which was set up so members can get factual information from the Board, but the Board's primary method of communication is via email. The Board will not respond to Facebook messages.

iii. There will be no more "chat time" from 12 -1 pm starting next month. Bayshore's attorney encourages that any communication be done during board meetings. Early in the beginning of board meetings, there will be a 15-minute members' comment time to discuss agenda items for that day. A sign-up sheet will be made available for members wishing to comment during this initial members' comment time. At the end of the board meeting, given available time, there will be member comments for non- agenda items.

iv. The BOD was not set up to provide security for members. There is nothing mentioned about security in C&R's.

v. Given that numerous members have asked the BOD to do the work of a property manager, an agenda item for next month meeting will be to debate the pros and cons of the idea of a property manager.

Director Guptill stated she did not support the new method of Board communication and suggested the board write something up so the members are clear as to what the guidelines are and it's not so "black and white".

Director Vest clarified that the planning committee has a process it must follow in handling complaints that does not provide a quick response.

4. Bayshore Code of Conduct: President Apel stated that a code of conduct is not just for the board, but the members as well and stated it would not be fair to other members if they are left out of the subject.

MEMBER AGENDA ITEMS:

Member Melissa Hansen, East Parking Lot: Member Hansen stated she would like the C&R's and Policy & Procedures to be created, established, and implemented for use of the east parking lot. She discussed past erratic behavior by the public while utilizing the parking lot (e.g., vehicles leaving their engines running, resulting in diesel fumes entering her home, cars kicking up gravel that has hit her fence and her, RVs parking overnight) and stated it was dangerous to her and her family. Member Hansen stated she is in good standing and would appreciate any protocol that could be put in place.

President Apel responded with a few key points:

1. Member Hansen bought her home which, at the time, bordered the parking lot
2. The C&R's do not cover the east parking lot but the P&P manual (pg. 50) states that the east lot is for Bayshore members, renters, and guests utilizing the club facilities or attending club functions, commercial equipment/vehicles may be stored on the east side of the lot, and overnight parking is prohibited except for commercial equipment.
3. When vehicles come into the lot, the purpose is to park, so there should not be fumes occurring,
4. Other members who face the lot have not had negative experiences with commercial vehicles,
5. He consulted with Bayshore's attorney who said to emphasize that Bayshore is not the guarantor of members' personal property or safety.
6. According to Bayshore's attorney, if the BOD tried to make a provision to help protect an individual or subgroup of individuals, the BOD is in violation of the Fair Housing Act.

Director Guptill suggested to put up a barrier between the parking lot and the houses.

Director Sager stated he had not heard of any solutions from Member Hansen, and agreed with Director Guptill. He also stated he did not agree with what Member Hansen stated about diesel fuel as he has a background on that topic.

President Apel reported that, previously, that Member Hansen suggested turning the parking lot into a park.

Director Nightingale reminded Member Hansen of previous help from previous BODs that included adding boulders around the east parking lot and putting up a sign for individuals not to park less than 15 feet from Member Hansen's fence.

President Apel ended the discussion by stating it would be status quo for now.

MEMBERS COMMENTS:

Member Pam Sturgeon suggested the planning committee have a better or quicker response when it comes to complaints filed with the office instead of "going into the ether" and "never hearing from again". Member Sturgeon stated she possibly would like to join the committee.

Director Vest responded stating that Member Sturgeon was more than welcome to shadow a planning committee meeting and see if she would like to join. He also stated that if members file a written and signed complaint, the committee does investigate the complaint.

The Artisans' Group mentioned the pancake breakfast to be held on September 18th from 9 – 1 pm.

Member Melissa Hansen: Member Hansen asked where the discussion left her with the parking lot issue. President Apel stated that if she believed there was danger to her, she had the right to call the Sheriff.

EXECUTIVE SESSION:

Motion: President Apel moved and Director Vest seconded to give Bayshore employee Jennifer Lamb a \$150.00 bonus. Vote taken, motion passed.

Apel	Yes	Vest	Yes
Gardner	Yes	Guptill	N/A
Nightingale	Yes		
Sager	No		

Adjournment. The meeting was adjourned at 3:01 pm.

Minutes prepared by Kathy Drossel, Bayshore's Office Coordinator

FINAL

BAYSHORE BEACH CLUB, INC.

MONTHLY REPORT TO BOARD

August 31, 2022

As of August 31, 2022, the 2021 Operating fund balance is \$130,998.46 (58,430 is earmarked as reserve funds to transfer for special projects)

As of August 31, 2022, the 2022 Operating fund balance was \$25,665.04

As of August 31, 2022, the 2023 Operating fund balance was \$152,098.90,

As of August 31, 2022, the Long Term reserve fund balance is \$369,533.29

Accounts receivable balance as of August 31, 2022 is \$ 37,187.62

Contingency Fund balance as of August 31, 2022 is \$19,000

Current Liabilities including accounts payable and payroll related items total \$ 8,039.28 as of August 31, 2022.

There were 6 property transfers in August.

Our new part-time bookkeeper started on August 2. Please welcome Kathi O'Leary is you see her working in the office. She is a Bayshore member and has years of experience.

I am recommending that Bayshore purchase a backup program so that our financial and other files on the computer can be recovered if something happens to the computer. Two programs were recommended that could meet our needs. One is Carbonite and the other is Backblaze.

The financial reports are prepared by:

Carolyn Gardner
Corporate Secretary
Board member from district 5

Finance Committee Report
For September 17, 2022 meeting

The finance committee would like to nominate Bayshore member Dwayne Hayden to the Finance/Budget Committee. We think that his experience will be a great help on the committee.

Mary Lou Morris

William Uhlman

Carolyn Gardner, board liaison

DATE: Saturday, September 17, 2022

TO: Bayshore Board of Directors

FROM: Bob Tunison, Facilities Manager

SUBJECT: September, 2022, Board Report

*****GRAVEL LOT CHAIN CLOSURE POLICY PROPOSAL:**

By decision of the board during the April, 2022, board meeting, I began locking the gravel parking lot directly east of the clubhouse on April 18th at 8:30 PM in the evening by stretching a chain across the two posts defining the parking lot entrance and removing the chain each morning at 8:30 PM on a seven-days-a-week basis. During the June, 2022, board meeting, I proposed discontinuing the locking of the lot and explained my reasoning for making this proposal. Although the board's comments at the time indicated their understanding of the supporting reasons offered for the proposal, the board's decision was to wait until more time had passed before considering the proposal.

As of this writing, the policy of locking the parking lot has been in place just over 5-months. This period of time encompassed the entirety of the height of the vacation season when Bayshore experiences its heaviest volume of vacation renters as well as three holidays representing the peak of vacation activity during that period: Memorial Day Weekend, July 4th, and the Labor Day Weekend.

It is important to note that the initial rationale supporting the decision to enclose the gravel lot with large boulders, install posts on NW Oceania Drive marking the entrance/exit to the gravel lot, and the placement of signs on those posts was twofold: To stop the reckless use of the lot as experienced on a day during the summer of 2019 (truck doing "donuts" in the gravel lot") which was one of the reasons why signs were placed at a newly defined entrance to the lot, and to prevent, as much as possible, the continued overnight parking of recreational vehicles (campers as well as boats/boat trailers) owned by vacation renters who did not have the space to park these items at the vacation home they rented in Bayshore. Again, the use of signs indicating that the lot was for use solely by Bayshore members and their guests as well as specifying that overnight use of the lot was prohibited along with wording specifying that the lot is closed between the hours of 8:30 PM and 8:30 AM was intended to control this problem. Prior to the installation of the gate and attached signs, the only existing sign was located at the far eastern edge of the lot and, due to its location, did not deter the use of the gravel lot in terms of what types of vehicles could park there, who could park there, nor that the lot was closed to overnight parking by any vehicle.

During these past 5-months of experience with the updates of the gravel lot, only two vehicles were in the lot at the time the lot's chain was placed across the entrance at 8:30 PM.

The first vehicle was a new Mercedes Benz owned by one of the people staying at a vacation rental home. Since the telephone number of the Facilities Managers was included on the sign located at the new entrance to the gravel lot, the vehicle's owner called me a short time before I locked the lot for the night and told me that the car failed to start and asked if leaving the car in the lot overnight would cause any problems since he needed to arrange long-distance towing the next morning (a Monday). I told him that I would be placing a chain across the lot shortly, that I understood his problem, and that I did not foresee any problem with leaving the vehicle inside the locked lot until he could make other arrangements the next morning. After unlocking the lot, the next morning I saw a tow truck hauling his vehicle out of the lot.

The second vehicle was a self-contained camper which I first noticed when I came out to lock the lot earlier than normal due to work I was doing that evening on our pool heater. After knocking on the camper's door and receiving no response, I waited until 8:30 PM to put the chain in place and did so when it became apparent that the camper was still unoccupied. The next morning when I unlocked the lot, the camper was gone and I discovered a small area that had been overlooked when the large boulders were first put in place which allowed the camper to leave the lot by exiting through the driveway of a home bordering the east side of the gravel lot.

I am again asking that the board considered lifting the requirement to place a chain across the entrance/exit to the lot. As described above, the use and new placement and wording of the signs at a newly created formerly undefined entrance to the lot has created a remarkable improvement in the decrease of vehicles illegally using the lot. The vast majority of previous violations of vehicles parked overnight were already parked in the gravel lot early in the day prior to the chain being used to lock the lot. In fact and on several occasions since the lot has had signs in place at a designated entrance to the lot, I have seen campers parked in the "pullover" area on the southern edge of Westward Drive and immediately adjacent to but outside the boulders defining the northern border of the gravel lot as opposed to being parked inside the gravel lot (which could logically be attributed to the signs serving their purpose of restricting daytime as well as overnight parking in the gravel lot as not being allowed by Bayshore) and which is a problem that I also believe can be resolved by placing a "No Parking Anytime" sign at this location.

I believe that the signs and the "new" location of an entry/exit to the gravel lot, by themselves, have done a remarkable job of controlling use of the lot in the manner that Bayshore intended. The use of a chain across the entrance does not defer someone from parking overnight in the gravel lot as shown in the recreational vehicle situation as described above and since the majority of violators in the past have originally been parked in the lot during the day when they are later discovered to be parking there overnight as well, the chain does not do anything to prevent this misuse of the lot. Obviously, misuse of the lot during the day does not relate to use of the chain

since it is not in use during the day and, as indicated above, the situation originally existing and which gave primary impulse to regulate use of the lot has been proven to be an isolated, non-reoccurring incident.

“DEEP CLEANING” OF THE UPSTAIRS BATHROOMS:

After being notified that a complaint had been received about the appearance/cleanliness of the upstairs bathrooms, I “deep-cleaned” both the men’s and women’s bathrooms. I should mention that this has been a practice which has been done continuously on a every two-week basis and that intermittent cleaning of both bathrooms has been done during the week when the clubhouse is locked nightly. The results of doing this deep-cleaning were, however, disappointing. After thorough scrubbing of the toilets, sinks, and the urinal in the men’s bathroom, and after going to the length of emptying the water from both toilets in each bathroom and allowing them to soak after coating the ceramic surfaces with bleach, the change in appearance was negligible. I attribute most of the “off-color” appearance of the toilets and, to some extent, the sinks as being due to the age of the fixtures rather that their cleanliness. This is one of the primary reasons that the board of directors approximately 4-years ago began discussing replacing the toilets and, possibly, the sinks and mirrors. However, a decision was delayed in terms of doing so pending further suggestions of making these restrooms ADA compliant and had not been further discussed until very recent discussions have taken place.

TENNIS COURT ISSUES ADDRESSED:

Since the last board meeting, cleaning of the tennis court border of weeds has been done and the tennis court mounted sign posting the hours of use of Mackey Park has been repaired and reinstalled. The entry door to the tennis courts has been removed and upon receiving new gate parts, it will be remounted after damaged caused by vandalism has been completed.

CANAL WALKWAY ISSUE ADDRESSED:

Since the last board meeting, the walkway across the canal has been cleared of growth which had effectively reduce the walkway to less than a two-foot-wide path. This has been added to a list of projects that are performed each year by the Facilities Manager and, in this case, is one which will be done once in the Spring and during mid-summer in future years. After completing this task and seeing the results of doing so, it is my opinion that there is no need to look further into adding additional rock to the walkway.

CLUBHOUSE WINDOWS:

Since the last board meeting, all clubhouse windows have been washed inside and out. This is a task which was not done frequently enough in the past and which will be done regularly in the future.

PREVIEW OF “*ACTION ITEM” ANTICIPATED FOR OCTOBER BOARD MEETING:**

The number of projects which can be done during the Fall and Winter months are significantly reduced primarily due to weather considerations. One project which I intend to propose to the board at the October board meeting is painting of the men’s locker room. The women’s locker room was painted when I was first hired as the Facilities Manager and I will be asking that the board approve the cost of paint and materials for this project. I would also intend to do the labor on this project and will be preparing proposals for the painting of other areas within the clubhouse in-house as soon as I can properly estimate the materials cost for each of these areas.

Planning Committee Report to the Board of Directors, September 14, 2022

- 1) Date report submitted: September 14, 2022. Report covers August 17 – September 13, 2022
- 2) Planning Committee & Membership Update
 - a) Planning Committee continues to meet on Tuesdays from 9-11AM in the office
 - b) The committee has met each Tuesday since last BOD meeting (8/23, 8/30, 9/6, 9/13)
- 3) Since last report:
 - a) PC is continuing to clean up Construction & Violations Log, committee email inbox, and old files
 - b) New Construction:
 - i) New Construction approved – 1
 - ii) Two more pending missing information
 - c) Projects: (approved /submitted)
 - i) Painting – 1/1
 - ii) Door Replacement – 1/1
 - iii) Fence – 3/4
 - iv) Garage Extension – 1/1
 - v) Deck – 1/1
 - d) Permits: none
 - e) Complaints filed:
 - i) Trees – 4
 - ii) Trailer – 1
 - iii) Fence – 1
 - iv) Fireworks – 1
 - v) Noxious plants – 3
 - vi) Not C&R violations – 5
 - f) Complaint Letters
 - i) Informational – 0
 - ii) Notice of Violation – 5 (trees: 1, noxious plants: 3, construction: 1, fence: 1, fireworks: 1)
 - iii) Notice of Fine – 0
 - iv) Refer to Board of Directors for fine – 1 (unapproved grading, construction & RV)
 - g) Complaints Resolved – 7 (trees: 3, banner: 1, RV: 1, noxious plants: 1, sand in roadway: 1)

Actions for BOD meeting:

1. Planning Committee recommends a fine for multiple C&R violations
2. Planning Committee recommends Policies & Procedures Committee remove requirement for “Bayshore Road District members’ name and phone number” to be provided to new Planning Committee members from Policies & Procedures (C2, Membership, #5, bullet #3)
3. Planning Committee recommends changes to the Fine Schedule with separate fine for illegal fireworks (currently limited to generic nuisance of \$500 in fine schedule)
4. Planning Committee recommends changes to the Guidelines for Determination related to fireworks

Submitted by Bayshore Planning Committee: Becky Hanken, Mark Mugnai, Jeri Reinhart, Mike Vest (BOD Liaison), Paul Williams (Chair)

Meeting for August 31, 2022 (7:00 to 8:00 pm) Next meeting - Zoom – September 21st @ 7:00 pm

Attendance: Storr Nelson (Board Liaison), Debbie White (Chair), Elaine Ferguson, Kathi Lenz & Gary Brown

Welcome to newest member Gary Brown. Still short one member & prior volunteers were not approved.

August's BOD meeting issues

Back patio rental – restrooms open full time of rental. (Much discussion.) Resolution: The use of a permanent porta potty. Eliminates further over-time, use of clubhouse and also (potentially) solves the issue of people using the dunes close to the clubhouse as a bathroom spot.

Youth card/Short-term-Long-term rental cards. (Much discussion.) Resolution: The current card use is sufficient. Multiple cards are making things complicated. We will create a ½ sheet page with the actual language for anyone using such cards – simple policy & easy to enforce.

Old Business

Bid process for Long-range planning committee. (Much discussion.) Resolution: Page 56 – When are vendor bids required? (Along with a few other places in P&P)

- 1) Pre-vet vendors for small jobs and/or frequent jobs such as yard-work, minor repairs, etc.
- 2) Change \$500 to \$2,500 for items such as interior or exterior repairs, grounds, & pool.

Sign issue – (Much research.) Will have language that includes - what type of signs, size, quantity.

Committee section – General policies for all committees with streamlining for specific committees.

Bylaws Task-force

There was discussion about what the BoD did AND did not do during the emergency meeting regarding the non-inclusion of any of the P&P committee members in the first meeting of the Bylaws Task Force. Storr will see what can be done about rescheduling the second meeting.

New business – Debbie accepted the position of chair

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Items needing Action from BOD in September

**Action:** Request from Kenn Apel, BOD President. **Draft Backyard Rental Agreement** (With porta-potty resolution)

**Action:** Approval of resolution of concepts for bidding process, actual language will be rewritten to fit (If approved, P&P will come back in October with finalize language for approval)

## **Bayshore Safety Committee Meeting Minutes 8-26-22 1:00 pm**

Attendance: Karen Fitzgerald, Chair, Steve Sager, BOD liaison, Steve Cooper, Jesse Peters-absent

The team welcomed Steve Cooper to the Safety committee.

The committee reviewed the June and July Seal Rock Fire District response reports to Bayshore sent by Skip Smith. The Fire District had requested the reports be included in the Breeze publication to increase awareness regarding Fire District services provided. The committee agreed the current report format includes personal information that should not be published in the Breeze and will ask the District to reformat the reports.

The updated cache inventory list was distributed to all members. The committee will review and determine what items will be purchased during the current fiscal year.

Karen reported that September is National Preparedness month. The FEMA publications: "Are you Ready" have been received and were delivered to the Bayshore Office for residents. Lincoln County Emergency Management has scheduled two Readiness Fairs scheduled 9/17/22 in Lincoln City and 10/1/22 in Newport. A safety article will be sent to Breeze notifying residents of these resources.

Steve Sager reported he had researched cache moisture control methods. Options included disposable moisture absorbers and external venting. The committee will continue to research this topic.

Steve Cooper asked for clarification regarding the committee and OSHA related safety topics followed by Bayshore. Steve Sager stated that Bayshore facilities department had reported they oversee and maintain compliance with these requirements. The committee is not aware of the specific items and will review the facilities job description for details.

### Action Items:

- Contact Seal Rock Fire District regarding reformatting of response reports - Karen
- Submit safety article regarding National Safety Preparedness month resources– Karen
- Share cache moisture control options researched with committee – Steve Sager
- Obtain current facilities position job description to review safety requirements – Steve Sager

Next meeting – To be scheduled

Respectfully submitted,

Karen Fitzgerald

## SOCIAL COMMITTEE, SEPTEMBER 2022: Fall Activities Line-up

I hope you had a chance to come out on our BYOB & Blues events this summer out on the new patio. We had over 90 participants listening to blues music from Mike Tolle while enjoying some great weather and meeting new people. We are looking at providing music monthly next year starting sometime late spring. We hope you'll join us.

Your Bayshore Social Committee got together last week and began planning for this fall's activity schedule. We hope you like what we have to offer and will join us.

Something new I would like to do starting in January is to celebrate members birthdays after the BOD meeting. What I need from you is: your name, birthday month, and contact information (send info to email at bottom of page) your contact info will not be used for any other reason. I will put all (corresponding month) names into a monthly drawing for a gift card to a local restaurant or store. (All December birthday's will be drawn at the November meeting).

\*\*Are there any Veteran's out there who would like to get together for a Coffee Klatch at the Clubhouse? If you are interested in meeting other veterans in the community, please reply to: [social.bayshorebeach@yahoo.com](mailto:social.bayshorebeach@yahoo.com) I have received several replies so far, and am in the process of putting together a gathering time.

- Sept. 9 – (7-9pm) Rock Painting. Join Babe Hamilton as she takes you through the steps to painting a crab on your rock. Just bring a rock to paint, some wine to share, and be ready to have a rocking good time.
- Sept. 17 – After BOD meeting, we will be offering smores out on the back patio (weather permitting)
- Oct. 14 - (6-9pm) – Game Night. We will be offering different games to play like Cribbage, Pinochle, Backgammon, and many more. We will have popcorn available. BYOB.
- Oct. 29 – (6-9pm) – It's a Karaoke Halloween at the clubhouse. Dress up (optional), bring a carved pumpkin, an edible Halloween food item (or potluck item) and have fun listening or singing to your favorite Karaoke tunes. Prizes will be awarded for costumes, best pumpkin, best/scariest food item, and for singing. We will be kicking off our annual food drive. Please bring a can of food for entry. BYOB (This is an adult's only event). - RSVP please
- Nov. 19 – (6-9pm) – Harvest Dance. We are still working out the details, but we will also be celebrating several birthday's including John Westhafer. (Adult's only) - RSVP Please
- Dec. 17 – Annual Christmas Party – Time and details are still being worked out. Space is limited, so please RSVP (This is an adult's only event)

We are still working on creating new and fun activities for 2023, we would love your input. Please send all inquiries and RSVP information to: [social.bayshorebeach@yahoo.com](mailto:social.bayshorebeach@yahoo.com)

Thank you,

Your Bayshore Social Committee members:

Roger Smith – Chair, Ila 'Babe' Hamilton, Karyn Vest, Carol & John Westhafer, Vivian Mills – BOD Liaison

## Bayshore Canal Committee Report - September, 2022

I met with BOD President Kenn Apel on Bayshore property this morning. After going over the property decided to cancel the cleanup. My recommendation is to have drainage pipe flushed out. There is a mosquito problem because of fresh water and maybe we can look into natural repellent plants for that area.

Thank you

Karin L Couch  
Canal Chair