

MBR Board Meeting July 2025

Friday, July 25, 2025 2:38 PM

MBR Board Meeting Minutes:

Friday, September 18, 2025

Note: We are using a new Zoom series, which is found at the end of this document, below.

To facilitate meeting efficiency, all presenters will be limited to floor time for each of their sections/topics:

- Please keep muted if you do not have the floor.
- Maximum time allowed:
 - Members two mins presentation per item;
 - Staff four minutes; and
 - Board members four minutes.
- Everyone: please be succinct and efficient with our time.

SPECIAL NOTE: Some Directors are transitioning areas of responsibility, so overlap will occur during this meeting.

1. UPON A MOTION DULY MADE, SECONDED AND CARRIED WITH NO OBJECTIONS, the MBR July-18-2025 Board Meeting Commences @ 19:00.
2. Present
 - a. Members: [15011], [18028], [22015]
 - b. Board: dshill, Steve, Hamed, Jolie, Deborah, Grant, Cam
3. "In-Person" Member Comments (2 min. time limit) - no comments
4. Minutes:
 - a. Minutes
 - a. UPON A MOTION DULY MADE, SECONDED AND CARRIED WITH NO OBJECTIONS AND THREE ABSTENTIONS (FROM BOARD MEMBERS NOT PRESENT FOR THESE MEETINGS), the February, April, May, and June minutes (listed as items i., ii., iii., iv, an v., below) are approved.
 - i. June 2025: [MBR Board Meeting June 2025](#)
 - ii. May 2025: [MBR Board Meeting May 2025](#)
 - iii. April 2025: [MBR Board Meeting April 2025](#)
 - iv. March 2025: [MBR Board Meeting March 2025](#) [No meeting due to lack of quorum.]
 - v. February 2025: [MBR Board Meeting February 2025](#)
5. Consent Agenda:
 - a. Treasury/Financials: [Review Items - Default](#)
 - b. President
 - a. New Rule:

Pickleball may be played on the lower court from 9am to 5pm only.

Obtain a sign for the lower court stating "Pickleball may be played on this court from 9am to 5pm only."
 - b. Unstated Rule that needs to be stated:

No dogs allowed in pool area.

Obtain signs at clubhouse saying:

"Service dogs only"

"No dogs allowed and service dogs only signs for pool"

c. Legal & Insurance - n/a

d. Violations

a. Warning for non-compliance and untidy exterior sent to 14026 Shuksan Rim Dr on 7/7/2025 with 30 days' notice.

b. Notice for trespassing and dumping was sent to 16017 Glacier Rim Drive Glacier, WA 98244 on 7/7/2025 with 30 days to appeal.

e. Secretary

a. AGM - Minutes from AGM will be up by July-21st. We were able to locate transcription. [Ed Note: 2025 AGM minutes were propped July-21st on the 2025 AGM Web page]

f. Treasurer - n/a

g. G&M

a. Deborah

i. Paving - Insufficient time for board members to review bids for this work, moved off the Consent Agenda.

ii. Levy Foliage Maintenance (Phase 1): Summer maintenance work has been ongoing at the levy, primarily focused on foliage control.

iii. FireWise Progress Update: Continued trimming and fuel reduction work is underway. Residents are being encouraged to clear their own forested lots.

iv. New Staff Member: Welcomed Pete Durr to the maintenance crew. Pete is working Tuesday–Wednesday and available for extra hours as needed.

v. Current staff work schedules:

1) Thor: Monday–Thursday, 6:00 AM – 4:00 PM

2) Ken: Thursday–Monday, 07:00 AM – 3:00 PM

3) Pete: Tuesday–Wednesday, 7:00 AM – 5:00 PM (plus additional hours as needed)

vi. Pool Furniture: New pool chairs and lounges have been purchased and installed.

b. Cam

i. Biggest note would be addition of formal incident report forms. They can be used for injuries as well as property damage. I don't have it in .pdf yet to attach but is an action items.

ii. I will be taking Thursday off next week to have a group meeting with the team to set expectations and go over basics. Will likely look to do a meeting every other week. Deb and I need to sit down and go over some levee stuff among other things. Also need to know who wants to be part of scope of work discussions for projects like paving and siding.

h. Property Standards

a. Approved hazardous tree removal by consensus between owner, PSD, and CM

i. [13012] - 3 trees

ii. [12013] - 3 trees

iii. [14025] - approved 2 trees in addition to the one haz tree we notified him of. He also notified us of 2 haz trees on rim property. Thor removed them within a week of notification.

iv. [18011] - 3 trees

b. General development Permit updates:

i. [14026] - affirmed trailer replacement project completed and closed out gen development project

ii. [14002] - emailed they are close to complete. It let them know to share final occupancy and then I'll coordinate with a second board member to walk for

completion per plan.

c. Minor project updates:

- i. [14055] - closed out perc hole project
- ii. [13020] - will be putting roof over concrete deck. Waiting for damage deposit but I verified it's already concrete, so no change to impervious surfaces.
- iii. [13017] - shed project staked out. Verified it meets requirements and sent owner details he needs to send in.
- iv. [19023] - emailed with owner and walked over to look at lot for shed addition. Continuing to work with owner on plan.
- v. [12017] - emailed with owner regarding wood shed. Additional info needed regarding impervious surfaces before anything can be added.
- vi. [11097] - affirmed fence and landscaping completed, closed out minor project.
- vii. [12004] - affirmed deck project completed and closed out minor project.
- viii. [13009] - affirmed shed project completed and closed out minor project.

d. Hazardous tree notifications:

- i. [12027] - hazardous trees, action required by 7/31/25. Received email that owner received email and he would take down trees.
- ii. [14001] - owner responded and immediately took it down
- iii. [16007]
- iv. [14021] - owner responded and tree has been taken down
- v. [12036] - owner responded, but tree not yet taken down. VERY large cedar out in front of house. Action required by 7.31.25
- vi. [14027] - owner responded and had tree taken down
- vii. [12015] - two hazardous trees.
- viii. [14035] - owner responded and has already taken down tree
- ix. [14025] - owner responded and requested two other trees. He is working to get quotes and will take them down.
- x. [14039] - two additional haz trees. Owner responded and asked to clear lot. Responded with tree policy and said Thor and I will walk property to verify any additional dead/dying trees.
- xi. [14024] - owner responded.
- xii. [16026] - no response. Asked Hannah to send owner certified letter.
- xiii. [16021/22] - no response. Asked Hannah to send owner certified letter.

e. Items of note for the board:

- i. [15028] - Shed variance obligation to remove shed. Request to transfer to new owner. Steve Pand to draft updated agreement. Neighbors documented their approval. Shed installed within back setback.
- ii. [11091] - cleaning up around house including trimming trees and landscaping (no earthmoving equipment)
- iii. [14048] - will be replacing shed in kind. Affirmed no permissions/permits required.
- iv. [16028] - new owner asked questions about projects. Shared min property standards and Thor went to speak with him about trees that were approved for removal.
- v. [14004] - emailed owner info regarding requirements around installing solar panels.

6. New and Continuing Business

- a. Staff - n/a
- b. Property Standards - n/a

- c. G&M
 - a. Levee Rock Remediation Permits: Planning to meet with Whatcom County in late July or August regarding the two permits required to address rock erosion. DEBORAH will report back afterwards.
 - b. Chipper Purchase Consideration: Thor recommends purchasing a chipper (approx. \$25,000) to reduce reliance on burning. Board discussion is requested regarding long-term vs. rental solution.
 - i. Cam adds that maintenance of chippers is expensive and routinely required
 - ii. Steve raises insurance issue with chippers.
 - iii. Cam says we would think about a 6" chipper.
 - iv. Storage - would require covered interior storage
 - 1) Suggestion that we could build a storage shed near the A-frame
 - 2) Dshill Reminder that we can't build on zero value lots (A-Frame)
 - v. Deborah will check with insurance to see if they have any issues with Chippers
 - vi. [11003] is Rim lot by A-Frame. This can be built on
 - c. Paving - we have three bids
 - i. Need to revise bid to include speed bumps
 - ii. WRS (paving contractor) is also doing work at Snowline so we get a benefit by doing the work at the same time
 - iii. Steve mentions if the work makes sense to do now we can vote to access reserves
 - d. Gravel along road ribbons
 - i. Cam says gravel tends to wash away with heavy rains
 - ii. Cam will circle back with Thor
- d. Treasurer
 - a. Grant says he'll catch up on Treasury stuff. Slow continuous handoff from dshill to Grant
 - b. David mentions A/R report. Folks with material balances with MBR are the usual suspects and liens are being updated
- e. Secretary
 - a. Gate project - Equipment has been installed and tested. Quick update.
 - b. Do we need signs to indicate we use CCTV at MBRCC? - Steve/Deborah: signs not needed if not recording sound.
 - c. Ziply -
 - i. Steve asks if Brad is okay to work on integrating our gate system with the MBR Portal. Answer is yes, as long as MBR indemnifies him for his work.
 - 1) Steve explains the reason for doing this and requirements
 - ii. Cam asks about the pool fence gate - do we need to have an additional access gates since fence gate around rear patio, next to pool gate, is enclosed. This will be looked into.
 - 1) Steve asks about back door to pool and whether it has crash gate or buzzer to open
- f. Violations -
 - a. Hamed has nothing further
 - b. Steve mentions [12031] and possibility of needing to go to litigation because member isn't following through with meeting their commitments / required conditions.
- g. Legal & Insurance
 - a. Steve has nothing further to add
 - b. Deborah has nothing
- h. President
 - a. Steve thanks for support in him
 - b. We have never had good policies for managing staff
 - i. No policy for Staff using MBRCC facilities
 - 1) Thinks we should allow staff to use facilities (e.g., pool, tennis courts) gives us additional eyes and ears). He asks that we create a policy to allow employees to

- use MBRCC assets. To be drafted and put into place.
 - 2) We don't have policy for use of Gatehouse apartment. Not asking anyone to move out, but asking for a proactive policy.
 - 3) No lease for Gatehouse apartment, which needs to be rectified
 - a) It's on Cam's action list to get Ken to sign it since he hasn't
 - c. We need a conflict of interest policy for boards
 - i. We are negligent in not having one
 - ii. Steve will pull something together and distribute
 - d. Need policy around the management of office staff. Steve believes we need a single point of contact - the same way as Grounds and Maintenance position owns all G&M employees.
 - i. Steve adds that the hiring and firing will still be a board decision
 - ii. Deborah asks if cleaning issues for clubhouse needs to be discussed in Exec Session
 - 1) Steve says since they are vendors and not MBRCC employees this can be discussed in open session
 - 2) Cam doesn't support raising the salary for the housekeeping employee (Ed Note: requested \$90 per hour). Answer is no.
 - 3) Steve asks if we are confident having staff take on those duties. Cam says he would like to talk to staff before deciding.
 - 4) Current cleaner:
 - a) Deborah adds that cleaner won't do urinals and other items in the Clubhouse.
 - b) Current cleaner doesn't work weekends
 - c) No scope of work, SLA, contracts between MBR and cleaner.
 - d) Steve mentions he isn't speaking badly of the person who hired the cleaner
- 7. Other -n/a
- 8. Date of Next BOD Meeting: Aug-15th-2025
- 9. Deborah asks if we can get a sign saying only one car at a time on the front gate. [Ed note: sign installed as of ≈ 07/18/2025 and didn't stop someone from running the gate 7/24/2025.]
- 10. UPON A MOTION DULY MADE, SECONDED AND CARRIED WITH NO OBJECTIONS, the MBR board goes into Exec Session @ 19:45
- 11. UPON A MOTION DULY MADE, SECONDED AND CARRIED WITH NO OBJECTIONS, the Exec Session is ended and the meeting resumes as a general meeting @ 20:13
- 12. No decisions were made nor resolutions decided during Exec Session.
- 13. UPON A MOTION DULY MADE, SECONDED AND CARRIED WITH NO OBJECTIONS, the MBR July-2025 Board Meeting is Adjourned @ 20:14