

# MT. BAKER RIM COMMUNITY CLUB MINUTES

## BOARD MEETING OF April 15, 2016

1. Meeting called to order at 8:00 by *Phil Hobman, President, it being determined that a quorum of the Board was present.*

**Directors present:** *Phil Hobman, President; Director Susanne Savery, Treasurer; Roz Schott, Secretary; Ed Keller, Violations Director and Vice President Bob Jamesson, Grounds & Maintenance; David Hill, Property Standards Director; Roy Graham, Member Relations Director;*

**Directors absent:**; *Ludmilla Vacek, Director-at-Large*

*ACTION: Phil moved; Susanne seconded to accept Kristen's resignation from the Board of Directors. Motion passed*

### 2. **Members' question period (five minutes per member)**

*none*

### 3. **Approval of March 18, 2016 board meeting minutes**

*ACTION: Ed moved to approve the March minutes; Roy seconded; the motion passed.*

### 4. **Correspondence**

*March 2016 Member to Board Communication report is on file with the final copy of these minutes in the office.*

Member (10413 Lythgoe) Request for renter FOBs

Discussion followed.

ACTION: Ed Moved to approve request; David seconded; Motion passed

Member 10413 requested sharing cost of cutting and removing trees from property/road area.

ACTION: Motion by Ed to take down all five trees and MBR will contribute \$200 of the removal of the 2 trees that are on MBR property (provided he takes down all five of the trees).

*There are two MBR property trees that are a safety concern. The MBR contribution is to assist with the safety concerns. Roy second. Motion passed.*

17008 (Sprinkle) will receive proper notice from MBR regarding By Laws and Property standards: By Laws: "Section 7. As of June 4, 1995, no unit to be used as a living quarters, will be permitted into Mt. Baker Rim that is older than five (5) years of age."

Property Standards: "Section 1.4 No manufactured housing or mobile homes more than five years old may be placed on MBRCC lots. No existing mobile or modular home may be moved from one MBRCC private lot to another."

22007 requested to have a metal shipping container for removing debris. Request is denied. A written response from 22007 is required stating the timeline for completion of the property standards compliance issues. (i.e. skirting and steps) within 30 days.

## **5. Directors' Reports** *(Directors reports as submitted are on file with the following additions)*

### *a. President report*

#### **a. Secretary**

*Consent forms for email and personal information were presented to the board. It was suggested to all the following:*

*“Do you wish to regard your number as “unlisted”?”*

*Further discussion will be forwarded to May Board meeting.*

#### **b. Treasurer**

*The Treasurer written report is on file with the final copy of these minutes in the MBR office.*

*ACTION: Susanne proposed the replacement fund be held at December 31 2014 level:*

*\$210,000.14 + \$912 interest, for a total of \$211,126.*

*Effectively we are not reducing the reserve by \$86,106 for capital replacements made in 2015.*

*Ed seconded. Motion passed.*

*ACTION: Susanne moved: Capitalization policy will be considered only for items that cost more than \$2500 and have a life of 1 year or more. Roy seconded. Motion passed.*

*(Angela has capitalization policy in word document and can update it)*

*24 members still owe dues. Fines will apply at the end of March.*

#### **c. Legal and Insurance**

*The Board secretary will notify Allison Peryea (attorney) that Kristen Lee is no longer director of Legal and Insurance. The position will be reassigned in July and your office will be notified at that time. In the interim please send documentation to the Secretary of the Board.*

*Insurance renewal is in process. Ed contacted the insurance office to discuss details of coverage.*

*Our structures are insured at 90% replacement. For example the club house would be replaced at \$236 per square foot. Our policy doesn't have an automatic cost built in for inflation.*

*\$29,000 in coverage for clubhouse content (i.e. furniture, kitchen, etc.)*

*Discussion also included raising the \$500 deductible. Ed will gather more information for the May Board meeting regarding cost comparisons of coverage plans.*

*When we secure a new legal insurance director, that person can look further into these issues as needed.*

*Aaron Ebner, newly hired for spring/summer/fall season as additional assistant caretaker will use his current Washington state driving record in compliance with our employee policy:*

*He will complete the annual requirement when all employees are required to do so.*

#### **d. Grounds & Maintenance**

*The Grounds and Maintenance written report is on file with the final copy of these minutes in the MBR office*

Discussion regarding the clubhouse usage policy with suggested changes in *Red*.

## MBR Clubhouse Usage Policy

(Approved 2/18/2011)

The MBR Clubhouse is member supported and maintained common property, and as such, is available for use by all members in good standing, immediate members of their family, and may be extended to guests of members, under such rules and regulations as the Board of Directors may prescribe. Renters and tenants may not have use of the common facilities including the clubhouse and Wi-Fi.

1. A member may rent the clubhouse for personal use. An event with twenty-five (25) people or more in attendance will require a rental fee of ~~\$250.00~~ **\$350.00** plus a damage deposit of \$350.00. The damage deposit may be refunded upon completion of an inspection by a MBR employee and the required checklist is completed.

***Phil moved and Roy seconded. Motion passed***

2. ~~A flat fee of \$150.00 for cleaning and restocking after an event is an option for any rental occasion.~~ **A flat fee of \$100 for cleaning after an event is an option for any rental occasion. If you choose not to pay the fee, you are responsible for clean-up. Contact caretaker and office for clean-up checklist and requirements.**
3. The normal hours of clubhouse operation will be maintained for any rental event and any overtime of an event will require an overtime assessment added to the rental fee to pay MBR employees if the event runs past the operating hours of the clubhouse.

Clubhouse hours:     Fall/Winter -9am to 9pm weekdays, 9am to 10pm weekends

                              Spring/Summer – 9am to 10pm every day

4. The use of the pool, sauna, and gaming equipment is not included in a clubhouse rental.
5. Maximum occupancy of the clubhouse is 110 for a rental event.

Member's name: \_\_\_\_\_

Lot number: \_\_\_\_\_

Date of event: \_\_\_\_\_

Number attending: \_\_\_\_\_

Paid: \_\_\_\_\_

Checklist completed/deposit returned: \_\_\_\_\_

### e. Property Standards

*No report at this time.*

### f. Violations

*Ed Keller, Violations Director Report is on file with final copy of April minutes in MBR office.*

### g. Member relations

*Five property transfers have been contacted and Roy encouraged them to use Neighbor Next door for updates.*

## 6. Unfinished Business

### a. AGM

- *President's letter has been completed and ready to publication on the website and in the membership mailing for the June AGM.*
- *ACTION: Phil moved to accept new format for Proxy (attached to the April minutes) and David seconded. Motion passed.*
- *Mailing a three page document in legal size envelope will be ready to be sent by the end of the month as well as making the web site live.*
- *Ed will provide the Board an update regarding the "fiesta" for members at the May Board meeting.*

*b. Ratification of Schedule of Violations and Fines (document signed by President and Secretary)*

*c. Ratification of Minimum Property Standards (document signed by President and Secretary)*

*d. Ratification of Rules and Regulations (document signed by President and Secretary)*

## 7. New Business

### a. Compactor Access

*Discussion regarding changing the latch on the door for safety reasons. Often the door is left opened/unlatched. One option to consider is to install an auto latch. The Caretaker will proceed in getting a locksmith bid to install an auto latch and perhaps a stronger spring to close.*

- c. Member (11045 Jessica Raichl) A written request appealing her fine for fireworks was submitted. Discussion followed.*

*ACTION: Ed moved to reduce fine to \$50 including a letter of our no tolerance policy; Roy seconded; Motion passed*

*Meeting adjourned at \_\_9:37\_\_*

\*The Board may convene in closed executive session to consider personnel, legal, liability, or issues dealing with violations.

*Next Board meeting is Friday, May, 20, 2016 at 8:00 p.m. in the clubhouse.*

\_\_\_\_\_  
Signed: Roz Schott, Secretary

MBRCC Board of Directors

Dated:\_\_\_\_\_