



Mt Baker Rim
Community Club
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2022 Annual General Meeting Notice

Date: Saturday, June 25th, 2022
Time: 1:30 p.m. (registration/setup starts at 12:30 p.m.)
Location: Held online using ZOOM
Details: You may view and download the extended version of the 2022 AGM information packet on our website: www.mtbakerrim.com

You are cordially invited to join the Mount Baker Rim Community Club's 2022 Annual General Meeting, which will be hosted virtually via the ZOOM platform. For security reasons, all participants must register BEFORE the meeting, then will be emailed instructions, including a secure meeting link.

TO PARTICIPATE:

1. Using your web browser, navigate to:
Not posted for security reasons. Review your emailed and/or mailed notice for the link.
2. Register for the meeting by completing the web form.
3. Once registered, you will be directed to a confirmation page with your unique ZOOM link. This link will also be emailed to you. While multiple people from one property can register to attend the meeting, each requires a unique link. Please do not share this link with anybody; it is only good for one attendee.
4. On the day of the meeting, click your unique secure link from the email, or copy and paste it into your browser. Your computer will automatically launch the ZOOM conferencing platform. The email will also include instructions on how to attend by phone if you choose.

AGM Voting

While the ZOOM platform will be used for the meeting, the ElectionBuddy platform will be used for voting AFTER the conclusion of the AGM ZOOM meeting. Any issues requiring a vote of the full membership will be included on the electronic ballot, as will be the vote to fill any open board director seats. Your electronic ballot (ElectionBuddy link and secure key) will be e-mailed the day after the AGM (Sunday 6/26) to the member of record's email address. If you need to update this address, email office@mtbakerrim.com by June 1st.

Dear Mt. Baker Rim Community Club Members:

It's a beautiful spring here in Mt. Baker Rim and our 2022 Annual General Meeting is just around the corner. The AGM will be held on **Saturday, June 25th, 2022 at 1:30 pm**. The board has decided that this year's AGM will once again be held online via the Zoom platform in the same manner as we have held it the last two years. Please mark your calendars so you can join us!

Much like last year, the online meeting will have an initial setup period to allow everyone to join and get acquainted with the format. The setup period will start at 12:30pm—with the meeting called to order at 1:30pm. If you are unfamiliar with Zoom please make sure you sign in early to get yourself comfortable with things so as to not disrupt the meeting.

Your participation is important to the efficient continuation of Mt. Baker Rim operations. In order to hold the AGM a quorum is required and sometimes this number is difficult to reach, so we ask that you please consider joining -at least for a little while- if you can.

We would like to send out a special thank you to Titti Ringstrom for volunteering to help moderate the AGM for us again this year!

Online voting will start the day after the meeting has concluded and will be conducted using Election Buddy—the same as we did the last two years. Results will be sent out via email after voting closes.

We currently only have one open seat on the board. Our interim director Heather Hofmeister who is currently filling it has been a pleasure to work with and is planning to run for a full term, we hope you will vote for her!

I'd like to take this opportunity to introduce our current board of directors:

Arnost Fronек – Member-at-Large / (Unexpired term)

Ben Williamson- Property Standards / (Unexpired term)

David Hill- Secretary / (Unexpired term)

Dawn Chaplin- Member Relations / (Unexpired term)

Heather Hofmeister- Violations / (Interim Director) (OPEN SEAT BUT RUNNING AGAIN)

Rheannon Schoephoester – President / (Unexpired term)

Rip Robbins – Grounds and Maintenance / (Unexpired term)

Rob Woods – Treasurer / (Unexpired term)

Steve Pand – Legal & Insurance / Vice President / (Unexpired term)

We also have our staff who have been working hard to keep MBR up and running, and we certainly wouldn't be where we are without them! If you haven't had a chance to meet them yet, please do take a few moments to introduce yourself to them when you see them around the neighborhood and thank them for their hard work!

Laura Meyer, Bookkeeper and office help

Michael Wilson, Community Manager
Ken Sather, Groundskeeper
Christopher Starks, Part Time Assistant Groundskeeper

Here's a little look at a few of the things that have happened here at MBR in the last year.

MEMBER COMMUNICATION/ ANNOUNCEMENTS:

For those of you who may not be aware, we'd like to let everyone know that we now have a new tab on our website entitled "Announcements". One concern we were receiving from the membership was that they wanted a better way to be kept up to date on current MBR information. While there are always the meeting minutes posted online that you are welcome to read, some members wanted to see more specific and frequent information on things like clubhouse repairs, or the pool opening dates etc. We have created this new "Announcements" section to help provide this information to our members. This has been received very well so far. While some members wanted to see apps such as Facebook, or Nextdoor used so that they could comment on the posts and share their thoughts, the board found that these types of social platforms often lead to childish behavior and downright cruelty, and we do not want to have a thread such as these to be how we communicate with our membership. We want to bring our community together through healthy communication not watch members bicker. So while our "Announcements" tab does not allow for members to comment, the board is always available by email, and we do welcome your thoughts! If you see something in particular that you would like more information posted about, please feel free to email me at Rheannon@mtbakerrim.com, and I'll see what I can do.

All board members have their own email address and these can be found on our website, or you can also send an email to the entire board at once by using the board email: mbr_board_only@mbakerrim.com.

WILDFIRE PREVENTION:

As of writing this letter we are planning to hold a "chipper day" in April with lots of help from the DNR (dept. of Natural Resources) and we are very grateful to them for helping us clean up fire hazards in our community free of charge to us. We hope that it will go off smoothly without a hitch and can become a regular event for MBR as their funding permits. We also would like to thank Mike our community Manager for all the time he put into organizing this event, and Laura our bookkeeper for helping notify everyone and organize the members who'd like to have a share! Each year our summers seem to get hotter and hotter and wildfires become more of a concern for us, so we are very thankful for this help. If you can help support DNR for their efforts by making a contribution to them, please do consider it!

CLUBHOUSE REPAIRS:

We know that many of you are anxious to see the clubhouse repaired and with summer just around the corner many are wondering about the pool too. There is some information about this on our announcements page, but in short- we have met with companies, received and reviewed estimates, chosen a repair company, and placed our deposit. We are now just waiting our turn in line for repairs which are estimated to begin late April 2022. These repairs are just the first phase which includes raising the floors. After this portion is completed we can begin assessing the plumbing for phase two. The full scope of phase two will not be known until the first phase is done, so stay tuned for more updates on this later. We appreciate your patience as we all await the re-opening of our beloved clubhouse!

POOL:

As some of you may remember, last year around closing time for the season the pool heater broke. We think you'll be happy to know that we are making some great updates for our pool that should make things run more efficiently.

We are purchasing a great new system that will enable us to actually eliminate the need to purchase expensive chlorine.

This system will pay for itself in just one summer of pool use and will save us hundreds of dollars on chlorine every summer in the future.

GARBAGE AND RECYCLING:

We know there has been quite a bit of chatter about issues in the garbage and recycling center. Thanks to Arnost Fronek our Member At Large Director we now have some great new cameras installed which will help us capture violators of our trash area much more thoroughly. These new cameras are very clear, and we will be using them to enforce our rules more strictly. There has been discussion amongst the board to figure out a more long term solution for the garbage and recycling area such as expanding it, possibly moving it to another location all together, or also the option of adding a card reader and stronger security to this area, however these options have been put off for a little longer while we continue to focus expenses and efforts on getting our clubhouse repaired and back open, and our new pool set up completed.

MBR has many projects waiting in line such as the pool resurfacing, some paving repairs, and drainage issues etc, and we are handling them as we can.

There has been much more going on in MBR than I have the space to write about here, so please join us at the AGM to hear from each director on what's been going on in their position for the past year. The AGM is also another opportunity to hear from all of our members on their concerns or suggestions, but we also would like to remind you all that you are always welcome to email the board if you have any particular questions or concerns anytime of the year.

We hope to see you all at the AGM!

~ Rheanon Schoepfoester, -President, Mount Baker Rim Board of Directors

~ Rheannon@mtbakerrim.com

MEETING AGENDA

Registration and Q&A period at 12:30 PM
The meeting will be called to order at 1:30PM

- Adoption of order of business
- Introduction of 2021-22 Board of Directors
- Approval of 2021 Annual General Meeting minutes
- Directors' reports
- Ratification of 2023 Operating Budget & Capital Reserve Funding Plan
- Annual Audit Waiver
- Nominations of Board of Directors for Open Seats
- New business
- Open forum
- Adjournment

BOARD DIRECTOR ELECTIONS

CURRENT BOARD:

- Unexpired Term- Rheannon Shoephoester (elected term ends June 2023)
- Unexpired Term- David Hill (elected term ends June 2023)
- Unexpired term- Rip Robbins (elected term ends June 2024)
- Unexpired term- Steve Pand (elected term ends June 2024)
- Unexpired Term- Ben Williamson (elected term ends June 2024)
- Unexpired Term- Rob Woods (elected term ends June 2024)
- Unexpired Term- Dawn Chaplin (elected term ends June 2024)
- Unexpired Term- Arnost Fronek (elected term ends June 2024)
- Interim Director- Heather Hofmeister

OPEN POSITIONS:

- 1 seat is up for election, with interim director running to solidify their position (currently serving as Violations Director)

In keeping with past precedent, board director positions will be set at a special meeting following AGM (if needed), and in accordance with directors' skill sets and board consensus.

The Bylaws proposed amendments for 2022 are listed below. The proposed additions are in bold and deletions are listed with a strike through.

ARTICLE VI DIRECTORS

Section 1. The business, property and affairs of the Community Club shall be managed by the Board of Directors composed of nine (9) members. The directors shall be elected annually by the members of the Community Club at the annual meeting for a term of three (3) years, ~~excepting the President if he/she is elected to the Presidency after serving two (2) years. The President then has the option of serving a fourth year as Past President.~~ **The President shall be elected annually by a majority vote of the Board of Directors and serve a term of one (1) year. The President may be reelected by the Board but may serve no more than 3 terms.**

No director of the Board may also be an employee of MBRCC. (as amended June 7, 2008)

Only one (1) of any number of co-owners of any residential lot or lots may serve on the Board at any given time.

Section 4. A majority of the directors shall constitute a quorum for the transaction of business, and a majority of such quorum shall determine any question except as otherwise provided by law, the Articles of Incorporation or these Bylaws; provided, however, that if a quorum be not present, the majority of those directors present may adjourn to such future time and place in Whatcom County, Washington or electronically as they shall determine, notice of such adjournment to be given to each director as herein provided for meetings of the Board of Directors, and any number of directors shall constitute a quorum at such deferred meeting. (as amended June 29, 2021) Each **Board member of the Board of Directors present** shall possess one (1) vote in matters coming before the MBR Board. ~~All voting at meetings of the Board of Directors shall be by each member in person and voting by proxy shall not be allowed.~~ **No voting by proxy shall be allowed.**

ARTICLE XIV GENERAL REGULATIONS

Section 4. ANIMAL CONTROL.

(a) Dogs and other pets off property owners' Premises are to be Under Control at all times.

(b) The owner of any animal shall not cause, permit, or Allow such animal to roam, run, stray, or be away from the Premises of such owner or to be in any Public place, or on any Public property, or the private property of another in Mt. Baker Rim unless such animal, while away from such premises, is Under Control.

(c) Definitions

i. ALLOW – to permit or neglecting to restrain or prevent.

ii. PREMISES – all the real property under one ownership inside the property line, or inside the curb, ditch, or shoulder marking the edge of the used public right-of-way.

iii. PUBLIC – commonly owned property (**with the exception of any designated and marked off leash dog area**).

iv. UNDER CONTROL – “Under control” means that the owner, by means of a leash, restrains the dog to the owner’s immediate proximity, preventing the dog from trespassing upon property or annoying or chasing other persons, animals, or vehicles of any sort.

	2021 Budget (Approved 2020 AGM)	2022 Budget (Approved 2021 AGM)	2023 Budget (Draft 2022 AGM)
Ordinary Income/Expense			
Income			
4010 · Members Dues	297,337.50	309,050.00	302,050.00
4011 · Dues for Reserve Fund	11,013.00	11,037.50	21,575.00
Contributing Lots x Annual Dues Amount	(440.5 x \$700)	(441.5 x \$725)	(431.5 x \$750)
4012 - Credit Card Fee Recovery	-	3,000.00	4,000.00
4018 - Rental Income - Apartment	7,200.00	7,200.00	7,200.00
4030 · Members Interest	300.00	300.00	300.00
4050 · Member Lien Fees	400.00	400.00	500.00
4101 · Member Gate Card	1,000.00	1,000.00	1,300.00
4102 · Vendor Gate Card	1,000.00	1,000.00	1,700.00
4140 · Dividend & Interest Income	3,000.00	3,000.00	2,000.00
4168 · Clubhouse Rental Income	350.00	350.00	-
4169 · Violations Income	2,000.00	1,000.00	1,000.00
4173 · Renter Fee Income	19,000.00	25,000.00	34,000.00
4175 · Transfer Fees	2,800.00	2,800.00	10,875.00
4176 · Social Function Income	-	-	-
Total Income	345,400.50	365,137.50	386,500.00
Expense			
5000 · ADMINISTRATION			
5005 · Accounting Expense	9,000.00	9,000.00	10,000.00
5010 - Bad Debt Expense	-	2,400.00	2,500.00
5011 · Bank Service Charges	300.00	300.00	300.00
5012 · Credit Card Fees	3,000.00	4,000.00	6,000.00
5014 · Consulting Expense			495.00
5021 · Gate Card Expense	1,100.00	1,100.00	1,300.00
5024 · Annual General Meeting Expense	1,500.00	1,500.00	800.00
5025 · General Admin./Directors	1,000.00	1,500.00	1,500.00
5028 · Internet Access	1,300.00	1,000.00	1,000.00
5031 · Filing Fees	500.00	500.00	500.00
5032 · Attorney Fees	1,200.00	3,500.00	3,500.00
5035 · Licenses & Permits	700.00	700.00	700.00
5045 · Office Supplies	1,100.00	500.00	500.00
5046 · Postage	500.00	500.00	500.00
5047 · Computer Software	900.00	900.00	600.00
5050 - Social Functions/ Supplies	400.00	400.00	400.00
5060 · Training	300.00	300.00	300.00
5061 · Amazon Prime	150.00	-	-
5064 · Website Expense	400.00	1,050.00	1,050.00
Total 5000 · ADMINISTRATION	23,350.00	29,150.00	31,945.00
5120 · General Insurance	19,000.00	19,000.00	20,000.00
5200 · MAINTENANCE & REPAIR			
5210 · Clubhouse-Maintenance	1,200.00	1,200.00	1,200.00
5215 · Gate House-Maintenance	1,000.00	1,000.00	1,000.00
5216 · Office Maintenance	-	-	-
5220 · Gate/Security-Maintenance	1,500.00	1,500.00	1,500.00
5225 · Pool-Maintenance & Repair	1,000.00	1,000.00	1,000.00
5230 · Grounds-Maintenance	2,500.00	2,500.00	2,500.00
5231 · Roads-Maintenance/Paving	18,000.00	18,000.00	200.00
5235 - Compactor Maintenance	500.00	500.00	500.00
5240 · Tree Removal	2,000.00	7,500.00	5,000.00
Total 5200 · MAINTENANCE & REPAIR	27,700.00	33,200.00	12,900.00
5300 · SUPPLIES			
5310 - Other Supplies	200.00	200.00	1,500.00
5311 · Clubhouse Supplies	2,000.00	1,000.00	1,000.00
5320 · Pool Supplies	12,000.00	12,000.00	5,000.00
5325 · Tools	1,000.00	1,000.00	3,000.00
Total 5300 · SUPPLIES	15,200.00	14,200.00	10,500.00

	2021 Budget (Approved 2020 AGM)	2022 Budget (Approved 2021 AGM)	2023 Budget (Draft 2022 AGM)
5400 · TAXES			
5411 · Federal Unemployment Tax	300.00	400.00	400.00
5412 · FICA/Medicare	11,000.00	11,000.00	11,000.00
5414 · State Unemployment Tax	500.00	950.00	950.00
5415 · Labor & Industries	3,000.00	4,800.00	4,800.00
5120 - Income Tax Federal	-	-	-
5430 · Property Tax - Gatehouse	220.00	76.00	76.00
5435 · Property Tax - MBR Lots	20.00	18.00	18.00
Total 5400 · TAXES	15,040.00	17,244.00	17,244.00
5500 · UTILITIES			
5510 · Telephone	2,400.00	4,000.00	4,000.00
5515 · Garbage	17,000.00	17,000.00	17,000.00
5516 · Recycling	8,500.00	15,000.00	15,000.00
5520 · Gate House-Power	3,000.00	3,000.00	3,000.00
5525 · Clubhouse-Power	5,500.00	5,500.00	5,500.00
5530 · Storage Shed-Power	300.00	300.00	300.00
5535 · Gate House-Water	350.00	350.00	350.00
5537 · Propane	7,500.00	7,500.00	5,000.00
5540 · Clubhouse-Water	800.00	800.00	800.00
5545 · Clubhouse-Wi-Fi Internet	2,000.00	1,000.00	2,320.00
Total 5500 · UTILITIES	47,350.00	54,450.00	53,270.00
5600 · VEHICLE/EQUIPMENT			
5610 · Fuel	4,000.00	4,000.00	5,000.00
5615 · Maintenance & Repair-Vehicles	3,000.00	2,500.00	2,000.00
Total 5600 · VEHICLE/EQUIPMENT	7,000.00	6,500.00	7,000.00
5700 · WAGES & BENEFITS			
5710 · Employee Medical	-	-	-
5715 · Wages - Caretaker (Renamed to C.M.)	52,000.00	-	-
5716 · Wages - Community Manager	-	60,000.00	60,000.00
5720 · Wages-Bookkeeper	23,000.00	21,000.00	23,000.00
5721 · Wages-Office Manager (N/A)	28,000.00	10,600.00	-
5725 · Wages - Groundskeeper	39,500.00	41,800.00	45,760.00
5726. Wages PT Groundskeeper/Capital Projects Help	8,000.00	6,800.00	40,000.00
5727 · IRA Contribution	2,500.00	1,500.00	3,200.00
Total 5700 · WAGES & BENEFITS	153,000.00	141,700.00	171,960.00
Allocate internal labor for capital projects			(40,000.00)
6560 · Payroll Expenses	2,100.00	2,100.00	2,500.00
Operating Contingency	-	11,000.00	10,000.00
Total Expense	309,740.00	328,544.00	297,319.00
Net Ordinary Income	35,660.50	36,593.50	89,181.00
Other Income/Expense			
Other Expense			
8065 · Charitable Contributions	-	500.00	500.00
8070 - Operating Reserves	36,000.00	36,000.00	46,000.00
8600 · Depreciation Expense	Depreciation will appear after end of year.	Depreciation will appear after end of year.	Depreciation will appear after end of year.
8200- Federal Income Tax			\$ 800.00
8515 · CAPITAL EXP. C.H. Improvements			see reserve plan
8515- CAPITAL EXP- OPS wages from 5700			40,000.00
Total Other Expense	36,000.00	36,500.00	87,300.00
Net Other Income/Expense	(36,000.00)	(36,500.00)	(87,300.00)
Net Income	(339.50)	93.50	1,881.00
Reserve Fund Sources:			
Reserve Fund Dues	11,013.00	11,037.50	21,575.00
Budgeted Operating Surplus	24,987.00	24,962.50	24,425.00
	36,000.00	36,000.00	46,000.00

MBRCC 2023 Capital Budget for Approval

Date of Reserve Fund Study Update: 2021

Beginning Balance for Reserve Fund Study: \$ 302,357

Reserve Fund Study Projections:

<u>Projected Improvements</u>	2021	2022	2023	Notes:
Clubhouse - Engineer Evaluation	\$ 4,000			Used for geophysical imaging
Gatehouse, Garage, A-Frame Exterior Maintenance & Repair	\$ 1,500			
Clubhouse & Shuksan Drainage		\$ 8,240		
Dike Repair & Maintenance		\$ 5,150		
Gate Entry System		\$ 18,540		
Gatehouse, Garage, A-Frame Exterior Maintenance & Repair		\$ 1,545		
Road Major Repair		\$ 51,500		
Clubhouse - Drainage & Building Upgrade			\$ 106,090	Used in 2022 for slab restoration
Clubhouse - Exterior Painting			\$ 5,304	
Clubhouse - Siding Replacement			\$ 31,827	
Gatehouse, Garage, A-Frame Exterior Maintenance & Repair			\$ 1,591	
Pool - Interior & Deck Surfaces**			\$ 185,657	\$85k to be used in 2022 for pool deck / clubhouse flooring
Reserve Fund Study Projected Total Capital Costs per Year:	\$ 5,500	\$ 84,975	\$ 330,469	
Reserve Fund Study Projected Ending Reserves:	\$ 417,312	\$ 373,641	\$ 84,666	
Actual Year Ending Reserves:	\$ 420,111			includes \$52,000 of 2021 operating surplus transferred in 2022

Actual Improvements

Clubhouse - Geophysical Imaging	\$ 3,750
Walk Behind Blower - Little Wonder	\$ 1,599
UltraTemp Heat Pump for Pool	\$ 7,260
Pool Solar Blankets	\$ 1,389
CT-50 Chlorine Salt System	\$ 6,500
Clubhouse - Structural Slab Restoration	\$ 80,463

MBRCC Proposed Improvements

Recycled Rubber Permeable Interlocking Paver Pool Decking**	\$ 85,000
Pool Resurfacing - Pebble Finish**	\$ 106,090
** Proposed pool decking and pebble finish resurfacing have double the life span assumed in 2021 Reserve Fund Study, resulting in \$280k savings in 2038	
MBRCC Proposed Projected Total Capital Costs per Year:	\$ 270,000
	\$ 140,000
APPROVAL REQUESTED to reallocate 2023 budget to 2022 for items indicated, resulting in 2022 capital budget of \$270k and 2023 capital budget of \$140k	
MBRCC Proposed Projected Ending Reserves:	\$ 189,000
	\$ 88,000

DISCLAIMER: Clubhouse plumbing damage is unknown and cannot be confirmed until the slab is lifted. Significant damage could delay pool deck resurfacing and/or trigger a special assessment. The above summary is not a comprehensive list. Refer to updated Reserve Fund Study for detailed allocations toward all items.