

MT. BAKER RIM COMMUNITY CLUB MINUTES  
BOARD MEETING OF November 16, 2018  
(Approved January 18, 2019)

1. Meeting called to order at 7:06 p.m. by Pete Berow, President, it being determined that a quorum of the board was present.

Directors present: Pete Berow, President; Dawn Chaplin, Secretary (Interim) and Social Committee; Chris Park, Treasurer; Mark Ablondi, Property Standards; Seth Carson, Legal & Insurance; Mark Svetcos, Vice President and Violations.

Directors absent: Lisa Beliveau, Member Relations.

Staff present: Mike (Tex) Devenport, Caretaker; Christy Ables, Office Manager.

2. Member question period: No member questions.

3. Motioned: Dawn Chaplin, seconded: Mark Svetcos,  
To approve the September 21, 2018 meeting minutes. **Passed.**

4. Motioned: Dawn Chaplin, seconded: Mark Ablondi  
To approve the October 19, 2018 meeting minutes. **Passed.**

5. Member Correspondence: requiring board action or response.

- a. 13025 – Letter will be sent notifying storage shed cannot be put on lot without dwelling.
- b. 16021/22 – Letter will be sent advising lien for unpaid dues cannot be negotiated.

6. Directors' Reports:

- a. President
- b. Secretary
- c. Treasurer –Report – *see Appendix A*; correction to be made states Sept. s/b Oct.31.
- d. Property Standards – *see Appendix A*.
- e. Grounds and Maintenance – *see Appendix A*: Caretaker Report.
- f. Member Relations –updated Property Transfers list on-file in office.
- g. Violations –updated Violations Tracking list on-file in office.
- h. Legal & Insurance – No report.

Motioned: Dawn Chaplin, seconded: Mark Ablondi  
To adopt Directors' Reports into the meeting minutes. **Passed**

8. Unfinished Business:

- a. 16021/22 –Seth will speak to attorney about altering property line such that lots retain current size/dimensions but rotate 90 degrees to face Glacier Rim Dr.
- b. Two open board positions –Roy Massie (member present) accepted position of Grounds & Maintenance. Motioned: Mark Ablondi, seconded: Mark Svetcos

To appoint Roy Massie as interim Grounds & Maintenance Director. **Passed.**

Actively searching for remaining open board position.

- c. President's letter for 2019 dues mailing – Few updates to make then good to go.
- d. Plow truck shop project update – Will get quote from Pioneer Post. Board will look at MBR property for best option for placement.
- e. Pool deck leveling project update – Look for more options for complete overhaul of deck with work to begin fall of 2019 after pool closes for season.
- f. Annual dues mailing update – Mailing list verified and invoices ready to go.
- g. 16015/16 – update on construction site complaint – Warning letter sent.
- h. 22007 – Mark will contact Lisa about letter.

9. New Business:

- a. Removal of old tables and piano from clubhouse – Tex will put tables on Nextdoor and piano will go into spring dumpster was put on Craigslist for free but no takers.
- b. MBRCC flood insurance – Seth checked, and we are covered for all assets.
- c. Funds for Christmas lights clubhouse. Motioned: Pete Berow, seconded: Chris Park. **Passed.**
- d. Fund advance for New Year's Eve party to be paid back from ticket sales. Motioned: Mark Ablondi, seconded: Mark Svetcos. **Passed.**
- e. 2018 Amended Bylaws (Resolution 2018-03) - Dawn will work with Christy concerning this and Pete will take to notary and file with Whatcom Co.
- f. Part-time assistant caretaker – Hank is leaving to go to school. Tex advised do not need to fill position at this time if he needs to fill in the future will let us know.
- g. Gate-house occupancy agreement needed - Dawn will speak to Angela concerning this.
- h. Board dinner - discussion to be had by directors.
- i. Funds for coffee maker & microwave for office - Motioned: Dawn Chaplin, seconded: Mark Ablondi. **Passed.**
- j. Security update - Seth will look into new cameras and lighting and clubhouse for estimates.
- k. Fine for broken gate will increase from \$100.00 to \$125.00. Motioned: Dawn Chaplin, seconded: Pete Berow. **Passed.**

Meeting adjourned at 9:17 p.m. Mark Ablondi moved to adjourn. Pete Berow seconded. Next board meeting is Friday, January 18, 2019 at 7:00 p.m. in the clubhouse.

Signed: \_\_\_\_\_

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

Print Name and Title: \_\_\_\_\_

**APPENDIX A - DIRECTORS' REPORTS**  
For Board Meeting November 18, 2018

**I. Nov. 2018 Treasurer Report - Chris Park**

Cash balance as of October 31, 2018 was \$339,110 and consisted of \$68,032 allocated to the operating fund, \$253,073 allocated to the replacement fund and \$18,005 held in construction deposits. Cash in the operating fund is higher than the balance as of October 2017 which was \$58,367. A transfer of \$9,553 was made from the replacement fund to the operating fund in October which largely relates to clubhouse bathroom and lighting projects.

Total revenue year-to-date is now higher compared with the budget mainly due to higher rental fees and violations. Rental fees of \$15,950 have exceeded the budget (\$14,000) and will increase by year end with demand over the start of the ski season. Violations are approximately \$4,775 higher than budget, but significant amounts collected over the remainder of the year shouldn't be counted on. Accounts receivable are just under \$4,000 at the end of September. Of the total balance, \$2,300 of receivables are past due 90 days and will have to be followed up on to determine uncollectible amounts.

Expenses are currently in-line with expected year-to-date costs except for the tiling in the clubhouse bathrooms which totaled \$7,756. A transfer from the reserve fund was done to cover this amount as it was included in the 5-year capital plan. Repairs and maintenance may come in under budget (currently \$19,000 under budget) but will be dependent on the amount expended in November/December and will be somewhat offset by over budget items in other areas. The amount budgeted from the reserve fund this year was \$42,000 and included: CH lighting \$1,900 (completed), CH Siding \$4,627, lawn equipment (need new leaf blower \$600), CH Structure \$5,000 (not needed, thought the framing around the shower may be costly, but was completed in-house) and gatehouse structure \$8,000 (repairs to Fascia board around roof line, and possible repairs to the deck). With the summer months over, these projects will probably not be completed by the end of the year and will affect whether the capital fund comes in over or under budget this year.

Capital projects which are currently being quoted and assessed are the pool deck repairs, which has been slowly deteriorating and needs attention before the next pool season, and the tool shed/garage improvement. Both will be expensive and \$50,000 (\$20,000 for the pool and \$30,000 for the garage) was written into the 2019 capital improvement plan. Estimates and an action plans should be determined in the next month or two.

## II. Nov. 2018 Property Standards Director Report – Mark Ablondi

**22014 Pinnacle.** Water district filled in ditch in question, re: utility meter.

### MBR COMMON PROPERTY TREE SURVEY RESULTS

**14009 Welcome.** Three leaning ALDERS R6, CUT.

**15023 Iceberg.** Large MAPLE R6 Limps over road, NOT CUT.

**17007 Shuksan.** One FIR R5 w/ roots disrupting Water District utility box, CUT.

**CLUBHOUSE:** Large DOUG FIR R3-4 near propane tank. CUT.

**21011 Pinnacle.** One large COTTONWOOD R6, CUT. Three leaning ALDERS R6, CUT

Total (est.): \$2100 for MBR common property trees.

**17022 Glacier Rim Dr.** Member left trees and tree debris in road drainage ditch this summer. Caretaker has requested they clean it up. No action to date over a couple months.

Today 11/16 Tex & I checked on a couple of the active construction sites and also the recent backhoe work on the common ditch drainage b/w Iceberg & Glacier Rim west of Shuksan.

On Board correspondence, I request that we add street addresses of referenced lots to the email subject line. It will save time and effort in having to track down information especially when we're on the road without reference material. e.g., recent member email request for lot 25 shed? Thanks.

## III. Nov. 2018 Caretaker Report – Tex Devenport

### CAPITAL IMPROVEMENT PROJECT UPDATES

---

1. Sand Shed
  - a. Eco Blocks purchased and on-site
  - b. Estimate received from Mountainscape Const. (Joe Lauderdale) for \$8,925
2. Plow Truck Garage
  - a. Evaluated lawn area near office or staff parking area for potential new garage
  - b. Requesting estimate from Post & Frame, experienced with handling permitting
3. Pickleball Court Resurfacing
  - a. Updated bid from Cascade (good thru Jan. 1, 2019), discounted due to owner moving to MBR
  - b. No update on research on relocating court to new site
4. Pool Deck Leveling
  - a. OPTION 1- estimate from Northwest Poly Services – leveling existing aggregate squares, \$8,862
  - b. OPTION 2 - estimate Squalicum Valley Concrete to remove and replace aggregate squares w/ #4 rebar on 4" center – Peter suggests 2" center, which will add to cost of \$43,324

## VEHICLE & EQUIPMENT

---

TRACTOR: serviced, changed all fluids, replaced front tires, fixed gas tank leak

DODGE TRUCK: oil change, LED lights installed for loading sand

TOYOTA TRUCK: oil change

## GROUNDS

---

1. Firehouse attachments for burn pile to meet county requirements
2. Brought in 2 truckloads of gravel to burn pile to cover mud, nails, etc.
3. Trees – worked with Chuck Tree Guy to identify and remove dangerous trees.
4. Cut down dangerous tree limbs, split wood hauled off to burn pile
5. Hired heavy equipment contractor to clean out drainage ditch behind 17041 (member request)
6. Insulated shop, purchased \$100 heater. Seems to keep shop warm enough to not need expensive propane heater
7. Winterized clubhouse and pool
8. Purchased tools, blower, tree trimming equip
9. Sanded, treated, and painted two propane tanks
10. Painted stripes in clubhouse parking lot
11. Pressure washed gatehouse, cleaned exterior windows

## MEMBER REQUESTS / COMPLAINTS

---

1. 18028 – Multiple complaints that hot water in men’s showers not hot enough. Adjusted temp mixing value in faucet. **RESOLVED**
2. 18028 – Complaint neighbor dumping yard debris on daughter’s empty lot next to his. Found person dumping, assisted responsible owner with moving off. Found landscaping contractor to assist with rest of labor. **RESOLVED.**
3. 19003 – Beauty bark needed on river-side of tennis courts. Purchased and applied. **RESOLVED**

## GATE BREAKS

---

1. Approx. 10 gate breaks this month. Moved to real wood boards instead of break-away boards because gates were breaking just from lifting/lowering momentum. Recommend increasing fine amount to cover cost of supplies, labor, and time.

## UPCOMING NEEDS

---

1. Video surveillance cameras
2. Gatehouse exterior lighting