

**MT. BAKER RIM COMMUNITY CLUB MINUTES
BOARD MEETING OF October 20, 2017**

Meeting called to order at 7:04 p.m. by Pete Berow, President, it being determined that a quorum of the Board was present.

Directors present: Pete Berow, President; Sally Hewitt, Secretary; Ed Keller, Treasurer; Dawn Chaplin, Member Relations; Mark Ablondi, Property Standards; Dennis Larson, Grounds and Maintenance; Seth Carson, Legal and Insurance.

Directors absent: Dodie Fox, Violations; Lida Vacek, Vice President and Director at Large.

1. Approval of September 15, 2017 Board Meeting Minutes

ACTION: Discussion of minutes. Ed Keller moved to approve the September 15, 2017, Board meeting minutes. Seconded by Dawn Chaplin. **Motion passed.** Minutes approved.

2. Correspondence

The Member-to-Board Report is on file with final copy of October minutes in MBR office.

- 14026 Adolf response email regarding their \$400 fine for illegally renting their cabin. Angela followed up with a personal conversation with the Adolfs. She said they were quite apologetic and polite. They came in to purchase a gate key to be used as the renter key. The Adolfs admitted they rented illegally and proposed they pay \$200 for the 9 rentals they had in 2016-17 instead of the \$400 fine. Pete Berow said Dodie Fox, Violations Director, does not want this fine reduced. Ed Keller said if they had only 2 rentals as they first claimed, we might be more lenient. The \$400 fine is considerably less than if they'd been fined each time they failed to submit the required paperwork.

ACTION: Dawn Chaplin moved to deny their appeal. Ed Keller seconded. **Motion passed.** Christy will be sending a letter to them.

- 22004 Lisa Beliveau's request for a 5th gate fob, which is not for renters, but for friends and family. She is okay waiting until this next meeting. Angela says this is fob for friends, relatives for key box.

ACTION: Ed Keller moved to grant them a fob. Mark Ablondi seconded. **Motion passed.** Christy will send a letter.

- 22007 Kelly Kennedy came in to the office and said they had completed a survey and that the porch they were working on was a porch and "not an add-on." Pete Berow said there's a problem in that members are reporting to the office and not the Board. Ed Keller said this is a pattern of behavior by the Kennedys. Ed met with Ms. Kennedy regarding an earlier issue and said she needed to write letter to the Board or attend a Board meeting. They complied at the time. Mark Ablondi looked at this project on June 23rd. He reviewed the deck replacement, there was an original foundation, and Mark told them it was okay to enlarge the deck. Mark said there was a cover at one time. Ed Keller said according to Whatcom County, a new cover requires a permit. A member on Welcome Road was told they needed a permit -- the member went to Whatcom County and they indeed needed a permit for a cover, which took 3 months. Mark said we need to follow these guidelines across the board. Aaron said he talked to WC code enforcement: they would look at project but not issue a stop-work order unless there is a life-safety event. Glacier has more stringent regulations due to snow load. Mark will send letters to members who

need permits. Pete Berow agreed we need to treat all members the same in this issue. Aaron: we can bring the members up to speed. Ed Keller suggested Mark look at the letter Allison sent to the member on Welcome Road and proceed accordingly. Covered decks require permits from Whatcom County. Our rules cover this so we don't need to vote on this. Our office staff needs to tell members to address the Board -- making a statement to the office is not the way to do business. Mark Ablondi will write the letter. If members don't have a permit, they will receive a fine. If they obtain a permit, we need a copy.

- 15016 Huber. Aaron responded to him about his camping trailer, that it needed to be in a garage or a fully concealing enclosure. In Angela's initial correspondence with him, she asked him to specify or send a photo to know what his trailer actually was. The trailer has been removed.

- 19036 Richard Russell emailed in a complaint about his neighbors at 18013. He suspects they are renting, and his complaint is of noise and trespassing that is a frequent problem. Aaron will follow up on this one.

- 12026 Falkenhagen sent Angela an email saying he is listing his place for sale. In his email, he outlined how much MBR makes per year by charging fees on his place and his request is that the new owner be allowed to bypass the one-year waiting period (in light of the income we stand to lose for that year). Ed Keller: our bylaws do not allow this. Christy will write a letter.

- 17043 Marsha Hamilton requests a gate card.

ACTION: Ed Keller moved to give her a card. Mark Ablondi seconded. **Motion passed.**

- 16017 Ian Kaplan would like to use the clubhouse for a small, catered gathering (20-25 people) on Jan. 18. It was determined the clubhouse would be free on that date and they were given permission.

- 15030 Lazizzera request to trim some trees. Angela sent the request to Mark Ablondi. Mark said the trees aren't marked and Mark will determine which trees they want to trim or remove. Mark will meet with them.

- 17024 Scott Cantrell would like to use the clubhouse on Nov. 11 for a group of kids. Angela responded, letting him know they are welcome to use the fireplace area in the clubhouse and that the Social Committee has an ice-breaker social and karaoke that evening — he and his group are welcome to join in.

3. Directors' Reports

Directors reports as submitted are on file with the October minutes. Additional comments are recorded here:

a. President

It is October already, and the snow level is dropping. We can't get our plow attachment welded on until November. The race is on. Let's hope we don't have to wear snow suits over our Halloween costumes. The subject of switching office staff positions has been a topic of conversation for several weeks now. The switch would be to move Angela to a bookkeeping and supplemental office employee, and move Christy to the office manager position. This would involve more hours for Christy and fewer for Angela. A summary has been completed with suggested monetary compensation for all of the Rim employees. You all will be given a copy of this summary at the meeting.

You are reminded that this information is confidential and not for the eyes of the general public. You are to take this summary, look it over, and be prepared to discuss it at the November meeting. Those of you who cannot make this meeting will be mailed a copy.

b. Secretary

No report.

c. Treasurer

Ed Keller said he emailed Skip Hicks and asked about his plans to pay dues. Mr. and Mrs. Hicks are planning on sending \$200 in December toward 2018 dues. Ed would like to break up payments into \$47.50 per month. Ed said MBR has in the past let people pay on schedule for a hardship case. Mr. Hicks should be paid up by next October for 2018 and is paid in full for 2017. No interest would be charged. The Board is okay with this.

Ed was given a match for CD interest to 2% at our bank, First Federal. Dawn Chaplin asked about bank fees. Ed: Peoples reverses fees when debit card used in Canada. Ed and Christy are working on setting up PayPal for members to pay dues and rental fees. PayPal has raised rates and incurs fees for international currency.

The IRS requested the \$6,500 balance due on past taxes, and Larson Gross is working on resolving this — we will not owe the \$6,500.

All anticipated dues have been paid except for the Burgis property.

The Burgis lien is not expected to be collected and Ed will adjust the 2018 budget to reflect this.

All other unpaid dues of members that resulted in the placement of liens and additional fees have been paid in full. The one member who had contacted the office prior to the placement of a lien has completed payment of the balance of their dues.

Overall revenue is \$5,000.00 above our current projection and there will be additional revenue from rental fees and miscellaneous sources before the end of the year.

Expenses continue to be higher in some categories and lower in others and are expected to within our projected budget for 2017.

Our Capital Reserve projects are near completion for 2017 and all costs will be accounted for in the October 2017 report. Final costs are expected to be below budget. The replacement of our sauna equipment is fully covered within our Reserve Account and will be shown as completed within 2017 instead of 2018. This does not create any issue.

d. Legal and Insurance

No report.

e. Grounds and Maintenance

Dennis Larson reported:

Dodge truck: The new truck has been delivered. It will require modification to accommodate the snow plow, and Aaron has been investigating that. It looks like that can be accomplished and still be within the original budget of \$45,000.

Clubhouse heat: The new heating system has been installed and is functioning in the clubhouse.

Paving: The paving work by Western Refinery Services of the two sections of Picket Lane and Shuksan at Cedar Circle has been completed.

Clubhouse siding: Aaron and Ken have been working on replacing the siding by the entrance area of the clubhouse. The remainder of the clubhouse siding replacement will be done over the next three years.

Pool: The pool is closed.

f. Property Standards
No report.

g. Violations
No report.

h. Member Relations
Dawn Chaplin said there was one sale in October: 12018 Grouse Lane.

i. Director-at-Large
No report.

4. Unfinished Business

a. Ban drones in MBR? Pete Berow said we're awaiting the results of the bill before the WA State legislature. Sally Hewitt said it's a carry-over bill, so it will be reintroduced at the beginning of 2018.

b. Bright lights at 22007 shining all night into 22006 — Aaron said this issue has been resolved. Mark Ablondi asked: do we want to tackle dawn-to-dusk lights? Ed Keller mentioned our regulations state downward-leaning lights, so maybe we can limit wattage. A porch light is not the same as a flood light. Mark will check out the regulations and come up with suggestions.

c. Ongoing old gate card cancellation issue — Dodie Fox: we moved this item to the next meeting.

d. Small, locking file for office, digital files or Cloud access — Ed Keller called Hardware Sales: there's room for a 2-drawer file in the closet, which would cost around \$20. Ed asked: can Aaron purchase this? Aaron will take care of it. All confidential papers, minutes will be in the locking file cabinet.

e. Approve sending new-member flyer to new members — Dawn Chaplin changed the tree diameter to 9 inches on the flyer. Mark Ablondi said we need to add "residence" to the one-year no-renting stipulation. Dawn: we'll have copies in the clubhouse and office. We should include it in the new member packet.

f. Lisa Beliveau, 22004, requests one smaller key fob w/no renter access. They already have 4 gate cards. — Angela: see Correspondence.

g. 22006 storage container extension until Nov. 11 — Dodie Fox. Pete Berow stated we're okay with their extension.

5. New Business

a. Two office positions: bookkeeper and office manager — Angela. Ed Keller sent a proposal about change of staff positions to each Board member. Angela has proposed she work as bookkeeper with fewer hours and Christy will manage the office. Our budget won't be impacted this year, but will increase by about \$10,000 in 2018. Christy will work a 24-hour shift while Angela is on vacation. Ed would like the change to begin when Angela returns. Angela's hours will go back to 20-24 hours per week depending on time of year (audit, end-of-year, etc.). Christy was gone for most of the summer, so the overall budget will not increase. Dawn Chaplin asked: will Christy go to Texas again next summer? Ed said he didn't know. Ed handed out Christy's resume and said she will be working well below her experience level. Ed recommended we raise Christy's pay by \$1/hour for the balance of the year. In 2018, Angela will be working reduced hours and Christy will be working more hours. We'll have a closed session meeting in November to make a decision regarding the report Ed handed out -- this information is confidential. Ed recommended we give Christy a raise immediately. If Christy goes to Texas next year, Angela can step in. Summer is not as busy.

ACTION: Seth Carson moved to increase Christy's pay by \$1 per hour starting tomorrow as part-time office manager. Ed Keller seconded. **Motion passed.** Ed said our bylaws allow bookkeeping in-house and it has saved money. We have ready access to information. Seth Carson added: as long as work is quality. Dawn Chaplin said Angela is not chartered accountant. Ed replied: no, but she has taken bookkeeping classes. Larson Gross looks over our books, Ed checks them once per month.

b. Increase recycling capacity — Ed Keller: this has been accepted via email vote, with the increase right before Thanksgiving and continuing through spring. Ed said recycle is busier in the summer and we'll increase it again over summer.

c. Inform members of new tree rules, etc., via Baker Bits, dues letter — Dodie Fox. Ed Keller said Angela has left instructions for Christy to add these changes. Ed will ask Christy tomorrow about Baker Bits. Aaron: Baker Bits is difficult, and the office needs a better program. Sally will talk to Christy about this.

d. Should Christy create a new map at the entrance — Angela. Christy has the ability to do this digitally in the springtime.

e. Yoga at the clubhouse? — Mark Ablondi checked on Nextdoor: 14 people are interested in yoga. Dawn Chaplin said our bylaws for our common areas state: no commercial business of any kind. Dawn suggested people make donations. Ed Keller said there's no reason a member in MBR cannot form a club and have a yoga class — they can pay the instructor and this has nothing to do with MBR. Seth Carson added: if someone slips and falls, MBR will be responsible.

ACTION: Mark Ablondi moved to allow a yoga club to use the clubhouse with a member as the club organizer. Ed Keller seconded. **Motion passed.** Dennis Larson asked: can non-members attend the class? Yes.

f. Rental paperwork — Pete Berow said this is totally inconsistent, letting Mt. Baker Lodging off the hook. Ed Keller stated Dodie has asked that all of the members involved with lack of paperwork be sent a letter to inform them they are responsible for rental forms. The rental companies are not responsible, the owners are. Christy will craft a letter and Dodie will approve the letter. Ed Keller said we need to give the Violations Director the right to make these decisions. The staff is to put forth the Violations Director's wishes.

g. Pop-up tents — Pete Berow said these are popping up around MBR. Ed Keller thinks we should seasonally restrict popup tents during the winter. Pete added: or case by case. We need some regulations.

Mark Ablondi offered to check Snowline's policies and write up something. Aaron: we have about 6 pop-up tents in MBR. Table this discussion for the November meeting.

h. End of year dinner — Pete Berow said we spent \$600 for dinner last year at Milano's. Maybe we could hire a caterer. Ed Keller said we have a tradition of spending \$650 per year. We should include the staff and thank them. Mark Ablondi likes the idea of a potluck. Ed said we spent some of our 2017 dinner money on Allison's going away and Ken's baby. Ed asked Dawn Chaplin if she'd like to organize it? Dawn said yes. We'll do this dinner ourselves.

i. Airbnb — Dawn Chaplin said she's trying to find out about Airbnb rentals in MBR. Ed Keller mentioned Allison started checking before she left. Dawn said she found 23 cabins. Ed: you can check your list off against the list in the office. Dawn has looked at cities on the West Coast and discovered Airbnb renters are destroying property. When members buy a second cabin to rent, this is illegal in MBR. Dawn said if a member owns a cabin and rents out the second cabin, that is illegal. Dawn will look into it.

j. New Year's Eve ticket sales procedure officially outlined — Angela. Ed Keller stated: Dawn needs to note who is purchasing tickets; we need a receipt written with a copy for the buyer and the office. Each receipt needs the member's name and lot number. Ed suggested that Dawn can put the money in an envelope and put it in the office slot. And, all purchases must be on the MBR Social credit card. Dawn asked what if the vendor does not accept a credit card (Costco)? Ed said: use your own money and get reimbursed by petty cash. Ed reiterated that Dawn cannot use cash. Pete Berow recommended we have people buy tickets through the office.

k. 14029 Luciano request: remove tagged pine trees in front of property, culvert replacement, extend culvert and fill-in frontal drainage ditch on MBR Right of Way (ROW). Mark Ablondi said Mr. Luciano wants to replace the culvert under his driveway and extend it the length of the ditch then fill-in, wants to cut marked trees on his property. We already voted that he could cut one tree on MBR ROW. Ed Keller said by putting a culvert under his driveway, the water will run to the neighbor's yard. Mark Ablondi said he can replace the marked trees he removes on his lot (not MBR ROW) with high-quality trees and replace the damaged 9" culvert under his driveway with a 12" culvert (current MBR requirement). The Board's earlier decision that he cannot extend the culvert and fill the ditch in MBR ROW remains in effect.

l. Mark Ablondi said we should give out firewood to our hardship members. Mark can drive it over in his truck. Aaron: the woodshed is full of seasoned wood, and maybe we can give Skip Hicks wood. **ACTION:** Mark Ablondi moved we donate firewood to Skip Hicks this winter. Ed Keller seconded. **Motion passed.**

6. Meeting Adjourned: Meeting adjourned at 9:20 p.m. Mark Ablondi moved to adjourn. Seth Carson seconded.

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

Next Board meeting is Friday, November 17, 2017, at 7:00 p.m. in the clubhouse.

Signed:

MBRCC Board of Directors

Print Name and Title: _____

Dated: _____