

## Minutes of the Baycrest Plat Owners Association Board Meeting

This is a regular board meeting held on October 29, 2007 at 7:00 p.m. at the home of Natalie Pacheco, 4834 Starfish Lane, Blaine WA.

Meeting called to order by President Gurpreet Dhillon at 7:05 p.m.

In attendance: President: Gurpreet Dhillon  
Vice President: Ginny Benton  
Directors-at-Large: Shirley Brocklehurst, Chelle Dunham, Jamie McMillen  
Natalie Pacheco, Ian Thompson.

Absent: Director-at-Large: Miguel Alvarez.

Minutes of the October 5, 2007 were distributed to all board members on October 6, 2007. There were no corrections. Natalie Pacheco moved that the minutes be approved as presented, seconded by Ian Thompson. Motion approved unanimously.

Ginny Benton presented the Treasurer's Report as attached. Present balance is \$961.63. Chelle Dunham moved the approval of the Treasurer's Report, seconded by Jamie McMillen. Motion approved unanimously.

Committee Reports: There was no Design Review Board report.

Correspondence: Jonathan Rands submitted his resignation as both the Treasurer and as a Board Member. Motion to accept Jonathan Rands' resignation moved by Shirley Brocklehurst, seconded by Ian Thompson. Motion was approved unanimously.

Jerry Lundquist submitted his resignation from the Design Review Board. Motion to accept Jerry Lundquist's resignation moved by Chelle Dunham, seconded by Ian Thompson. Motion was approved unanimously.

Old Business: Ginny Benton reported that the incorporation of Baycrest Plat Owners Association was completed on October 16, 2007.

The liability insurance for the Association took effect on October 16, 2007 and the fiduciary insurance took effect on October 26, 2007.

Ginny reported that the landscaping contract will begin next month following an initial clean-up. A question of whether the path located behind the Baycrest homes on Lighthouse was part of the Baycrest common areas or not. If it is, we will need to maintain the area. Ginny will check with Homestead Northwest regarding this issue. North County Lawn Care submitted an estimate of \$542.00 including tax to do an initial clean-up of our common areas. Chelle Dunham moved approval of the initial clean-up contract with North County Lawn Care, seconded by Shirley Brocklehurst. This is to

include the removal of the strawberry plants. Motion was approved unanimously. A discussion ensued regarding the approval of the maintenance contract with North County Lawn Care. Some board members recall not the approval of the monthly contract, but Jonathan Rands suggesting he would renegotiate the contract to four clean-ups of the common areas. The minutes did not reflect that. Ginny will look into this and talk to North County Lawn Care.

Telephone lists were circulated at the last board meeting with the request to fill in those numbers no yet found. These numbers are needed to insure we have an accurate phone list to use for notices to members. No names given. More still needed.

#### New Business:

AGM: Motion by Jamie McMillen to hold the AGM the second or third week of January at Beachwood, at 7:00p.m. Motion was seconded by Ian Thompson. Motion approved unanimously. Shirley Brocklehurst moved the inclusion of the following: Items to be included at that meeting are: audit, Budget including Reserves, Bylaws to be ready by December 1, Design Standards to be ready by December 15, Proxies, and Director candidates found by the Search Committee. Angie Winget volunteered for this committee at the Special Meeting. Seconded by Natalie Pacheco. Motion passed unanimously. Miguel Alvarez is to book the meeting room. To be included with the Notice of the Annual General Meeting is the notice of the Block Watch Meeting on January 8, 2008.

#### Other Business:

Outstanding Dues: There are still 13 members who have not paid their Annual Dues. This is a matter of not having the correct contact address for the home owners rather than strictly non-payment. Ginny will go to the County Treasurers Office to track down those contact addresses.

Special Assessments: Twenty homeowners have paid their Special Assessment. Notices went out on October 16, 2007.

A discussion ensued regarding payment of dues and special assessments. Shirley Brocklehurst moved that dues be due 35 days after the initial notice is sent out. The dues become overdue on the 36<sup>th</sup> day. A past due notice, including a \$25.00 late fee, should be sent out after 36 days. If payment is not received sixty days after the second notice the Association will take the matter to Small Claims Court. The motion was seconded by Jamie McMillen. Motion was approved unanimously. This motion needs to be submitted to our lawyer for compliance with CC & Rs plus the pertinent RCWs.

Block Watch Meeting: The Block Watch meeting will take place on January 8, 2008 at 7:00 p.m. at the Church on Jackson Road.

Website: Motion by Natalie Pacheco, seconded by Jamie McMillen to have Chelle Dunham and Gurpreet Dhillon work on designing, hosting and establishing a website for the Baycrest Plat Owners Association. Motion was passed unanimously. To be included on the website are Board member names and phone numbers, committee members names and phone numbers, CC & Rs, Bylaws, RCWs, Design Standards, Notice of Meetings, Board meeting minutes, AGM and Special Meeting minutes, forms, news, etc.

Pond Fencing: Motion by Shirley Brocklehurst to have Natalie Pacheco check into the detailed fencing requirements of Safeco Insurance and for Ginny Benton to check with CA Underwriters for fencing requirements. Ginny is also to get details and costs from NW Fence to fence the retention ponds. Motion was seconded by Jamie McMillen. Motion passed.

Bank Signatories: Motion by Ian Thompson to remove Jonathan Rands and Jamie McMillen as signers on the Baycrest Plat Owners Associations Bank of American checking account. Seconded by Natalie Pacheco. Motion passed unanimously.

Treasurer: Shirley Brocklehurst moved that Chelle Dunham be elected Association Treasurer and be given signing authority, seconded by Natalie Pacheco. Motion passed unanimously.

Chelle Dunham reminded the Board that she and her husband would like to purchase 12 feet of land across the back on their property abutting the Lighthouse common area. The possibility will be researched. Could this be done at the AGM?

Motion to adjourn the board meeting at 8:40 p.m. moved by Chelle Dunham, seconded by Shirley Brocklehurst. Motion passed.

Submitted by,

Ginny Benton  
Acting Secretary