

BYWATER WAY ROAD MAINTENANCE ASSOCIATION (BWRMA)

Title: Approved BWRMA Board Meeting Minutes

Date: 9/10/15

Board Members Present: Mike Peterson, President; Tom Lewellen, Treasurer; Ilona Bell, Secretary; Members at Large: Ralph Santa Maria, Julie Stevely **Absent:** Patti Hansen and Dennis Wilds,

Meeting called to order: 9:17am.

Attending community members: None

8/19/15 Draft Board Minutes Ralph moved and Julie seconded approval of the amended 8/19/15 Board Minutes with the correction of Lot 8 being in Bridgeview Estates II, under Leaning Trees, and the adjournment amended to read 10:50am—instead of pm. Motion carried unanimously.

Treasurer Report: Tom reported \$19,711 in checking account and \$13,099 in savings. To date, less than half of the lot owners have paid their maintenance fees. Second notices were sent out, which is when most outstanding property owners respond with payment. An update will follow.

Old Business:

Leaning Trees:

The owner of Lot #22 in Bridgeview Estates II had his leaning tree taken down without damage to structures. It was suggested the Board consider putting several referral contractor services on our website for easy access by community members. It was suggested to ask property owners for contractors they have successfully used in our area for basic services—brush and tree maintenance, septic, and etc.—via the next email sending out the Board Minutes.

Road Maintenance: Per Randy of Northern Asphalt, November 9, 2015, is the tentative date for both gravel and paving road maintenance repairs, weather permitting or extensive closure of the Hood Canal Bridge.

2014-2015 Fiscal Year Books Audit will be completed by community members Nancy McGillis and Jane Minish before the next Board Meeting.

BWRMA Covenants:

Julie has received 3 Board member surveys to date. This process is complicated and involved with many aspects to consider. Julie explained that we are not replacing the existing covenant but attempting to augment it by adding the practical maintenance issues our property owners face in our unique community and those services they would like to continue being routinely provided. Discussion followed.

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It was suggested the initial survey include:

1. Introduction for the purpose of the survey as a way to go forward with providing services required in our unique community
2. Importance of community input
3. Our original covenant
4. Address the issue of the County taking over our roads as per the original covenant
5. What “must have” services our property owners need provided
6. What additional services our property owners would like to see provided
7. Provide a Comment Section

Tom and Ilona will work with Julie to formulate a rough draft sample survey for review at the next Board meeting, tentatively planned for early November.

New Business:

Co-Treasurer Mike brought up his concern for accessing ongoing financial and data base information should the treasurer be unavailable. Tom will define a “Co-Treasurer” position including duties and operational procedures. Tom uses “Account Edge”—a full accounting program for both PC and Mac. He has simplified its set up for our minimalistic needs. An individual, familiar with an electronic check ledger, would be ideal for the Co-Treasurer position. Tom will provide this information at the next Board meeting so that an existing board member may be considered for this position.

Neighborhood Watch Sign A donated replacement Neighborhood Watch (NHW) sign will be placed at the south entrance of Bywater Way. A NHW sign is a continual reminder to community members that all are looking out for each other. General roadside signage was also discussed.

The next Board meeting will be in early November with the exact date to be determined.

Meeting adjourned: 10:50am.

Submitted by: Ilona Bell, BWRMA Secretary