

**BYWATER WAY ROAD MAINTENANCE ASSOCIATION
(BWRMA)**

Title: Approved BWRMA Board Meeting Minutes

Date: 1/31/23

Board Members Present: Jim McGillis, President; Tom Lewellen, Treasurer; Carol Glidewell (via phone), Assistant Treasurer, Ilona Bell, Secretary; Bill Richey and Don Layton, Members at Large

Absent: Barbara Zinkil, Member at Large

Attending community members: Nancy McGillis

Meeting called to order: 1/31/23, 3:44 pm

9/24/22 Draft Board Minutes

Tom Lewellen moved and Don Layton seconded approval of the 9-24-22 Board Meeting Minutes, with a spelling error corrected. **THE MOTION CARRIED UNANIMOUSLY.**

TREASURER REPORT:

Budget report states the rounded-off balances of \$5,965 in Checking and \$49,142 in Savings.

- **2022-2023 FY Budget Review:** \$34,156 was actually spent over the budgeted estimate of \$27,475, largely due to repairs and issues with the safety of Hidden Springs Road. Details will be provided with the new Draft 2023-2024 budget.

Discussion followed.

Don Layton moved and Bill Richey seconded approval of the 1-31-23 Treasurer Report.. **THE MOTION CARRIED UNANIMOUSLY.**

- **Audit:** Ilona will contact resident Laurie Davis and Jim, will contact resident Polly Peters, to conduct the year-end audit of our 2022-2023 Fiscal Year Books.

OLD BUSINESS:

Road Maintenance:

2022 Completed Road Maintenance:

- Estimated repairs of gravel and paved roads were completed.
- Hidden Springs Road was successfully closed, to avoid extensive, safety road repairs.
- Culvert cleaning was completed with local company, Green Creation Landscaping, as needed.

OLD BUSINESS (continued):

Welcome Committee:

Carol Glidewell agreed to lead the newly established Welcome Committee. It was noted that Leslie Layton would volunteer to participate with Carol. Carol is maintaining a log of current emails and phone numbers and providing this information to the President.

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NEW BUSINESS:

Road Maintenance

Inspection and bid plan for work necessary for 2023-24. Board Members Jim, Bill and Don will inspect roads for new fiscal 2023-2024 estimated work by our February 22, 2023, Board Meeting.

Annual Meeting:

The BWRMA Annual Meeting for Fiscal Year 2023-2024, will be held Saturday, May 6, 2023, from 10am to 12 noon due to board members availability. The Paradise Bay Community Center has been reserved.

Maintenance Fees

- Approximately 28 lots did not pay maintenance fees in Fiscal Year 2022-2023—lower than last year.
- Evaluate Sample fee collection procedures.
- Discussion followed: due dates, delinquent dates, grace period, etc. Jim volunteered to write a draft collection policy. After the board members have an opportunity to make corrections the draft will be sent to the Condominium Law Group (GLC) for their evaluation and recommendations.
- We will request that GLC write a letter to the owners supporting the legal authority of the board to collect maintenance fees. This letter will be mailed with Agenda, annual Budget and Board letter to the owners, announcing the Annual Meeting.

NEW BUSINESS:

Long Range Planning

How to move forward with long range planning for deteriorating road conditions:

Create a new permanent committee with one board member; and, hopefully one resident lot owner from each of our Community major areas included in the description of the lots that are covered in our governing documents: Bridgeview Estates, Bridgeview II, Bridgeview III, Olympic Ridge Estates, White Rock Cove, White Rock II, White Rock III, White Rock IV.

COMMUNICATIONS:

Two BWRMA Board Meetings will be held prior to our May 6th Annual Meeting:
4:30pm February 22, 2023
4:30pm March 30, 2023

Meeting adjourned: 5:15pm

Submitted by: Ilona Bell, Secretary

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