

BYWATER WAY ROAD MAINTENANCE ASSOCIATION
(BWRMA)

Title: Approved BWRMA Board Meeting Minutes

Date: 5/4/24

Board Members Present: Jim McGillis, President; Bridget Richardson, Treasurer; Ilona Bell, Secretary; Don Layton and Barbara Zinkil, Members at Large.

Absent: Bill Richey, Member at Large and 1 vacancy

Community Members Attending:

LRP Committee Member Nancy McGillis. Lot owners are welcomed to attend the Board meetings.

Meeting called to Order: 5/4/24, 10:10am

Draft Board Minutes Approval: 3/20/24 Draft Board Meeting Minutes approval.

Jim McGillis moved Don Layton seconded approval of the 3-20-24 Board Meeting Minutes. THE MOTION CARRIED UNANIMOUSLY.

TREASURER REPORT:

\$22,624.44 is in the Operating Budget and \$53,176.04 is in the Reserve Fund.

BWRMA Federal Taxes were filed and the BWRMA Annual Report was submitted to the Washington Secretary of State as required.

Jim McGillis moved and Don Layton seconded a motion to move \$16,828.41 from the Operating Account into the Reserves Account. THE MOTION CARRIED UNANIMOUSLY.

After the transfer, there will be approximately \$5,796.03 in the Operating Budget.

Don Layton moved and Barbara Zinkle seconded a motion to approve the Treasurer Report. THE MOTION CARRIED UNANIMOUSLY.

Maintenance Fees:

Discussion followed.

The 2024-2025 Fiscal Year Maintenance Fee Invoices will be mailed by May 15th. Payment is due by June 15th and delinquent after July 15th, per the BWRMA Maintenance Fee Policy adopted in Fiscal Year 2023-2024.

The Treasurer will develop a payment plan, should the need arise.

A \$53 partial 2024-2025 Maintenance Fee payment was given to the Treasurer at our Annual Meeting.

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

OLD BUSINESS:

Annual Meeting

The BWRMA Annual Meeting was held at 10:00am, Saturday, April 27, 2024, at the Paradise Bay Community Center.

Discussion followed.

Jim McGillis moved and Don Layton seconded the motion to approve the Draft 2024 Annual Meeting Minutes.

The Annual Meeting Minutes are posted on-line at our website: bwrma.org

Bylaw & Covenants Revision;

The Amendment Consent Form Ballots are due May 15, 2024.

The Condominium Law group will complete the process and provide results.

Legal Letters

Legal opinion letters will be kept on file.

NEW BUSINESS:

Standing Committees:

At the 2024 BWRMA Annual Meeting, lot owners approved establishing 3 new Standing Committees to better meet the needs of our community. These Committees are the eyes and ears of the BWRMA Board and seek more outreach within our community. There will be 1 Board member on each committee. These Committees will establish a mission statement and make appropriate assignments to complete their goals. These Committees have no financial authority, but will make recommendations to the Board. The Board Member in each Committee will contact the respective lot owners, who volunteered at the Annual Meeting.

The Finance Committee: BWRMA Treasurer, Bridget Richardson, will be the Board member on this Committee. The Finance Committee will make recommendations to the Board in managing the Reserves Fund to meet the long range maintenance of our private roads. Nancy McGillis, Polly Peters and Wayne Ritchie volunteered to serve on the Finance Committee.

The Road Maintenance Committee: Don Layton will be the Board Member on this Committee. This Committee will report to the Board road inspections, road conditions, estimated repair costs (bids), priority of repairs, and coordinate volunteers to assist with unexpected road conditions—remove fallen branches and trees across our roads or seek bids for large fallen trees, snow removal, etc. Fred Bell, Josh Daeuble, Paul Riser and Jeremy Senner volunteered to serve on the Road Maintenance Committee.

BYWATER WAY ROAD MAINTENANCE ASSOCIATION
(BWRMA)

The Covenants Committee: Jim McGillis will be the Board Member on this Committee. This Committee will strive to effectively implement Washington law RCW 64.90, to more clearly address lot owners' concerns regarding the existing recorded Covenants on our properties. Lynn Johnston and Polly Peters volunteered to serve on the Covenants Committee.

COMMUNICATIONS:

The next BWRMA Board Meeting will be 6:30pm, [May 29, 2024](#), at Jim's home.

Board Members will encourage neighbors to join the Board or one of the Standing Committees to better meet the needs of our community.

Barbara Zinkle moved and Bridget Richardson seconded a motion to adjourn the meeting. The motion carried unanimously.

Meeting adjourned at 12:30pm.

Submitted by: Ilona Bell, Secretary

P.O. Box 65093, Port Ludlow, WA 98365

Website: www.bwrma.org Email: bwrmaGM@gmail.com