

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

Title: Draft BWRMA Board Meeting Minutes

Date: 5/29/24

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: 5/29/24, 6:45 pm

Draft Board Minutes Approval: 5/4/24 Draft Board Meeting Minutes approval.

Don Layton moved Barbara Zinkil seconded approval of the 5-4-24 Board Meeting Minutes. THE MOTION CARRIED UNANIMOUSLY.

TREASURER REPORT:

\$5,790.08 is in the Operating Budget and \$70,004.54 is in the Reserve Fund.

OLD BUSINESS:

Maintenance Fees:

The 2024-2025 Fiscal Year Maintenance Fee Invoices were mailed May 20, 2024.

The Treasurer developed a payment plan with 2 due dates—June 15 and November 19, should the need arise.

The Secretary will send a courtesy email reminder to lot owners of the Maintenance Fee due date of June 15, 2024, and the delinquency penalty applicable for payments not received by July 15th.

Website:

The Secretary will also be the webmaster of the BWRMA Gmail account: bwrmaGM@gmail.com She will respond to general emails and forward all emails to the appropriate Board member. Emails will be retained in the appropriate sub-folder.

Bylaw & Covenants Revision:

Report: 41 Amendment Consent Form Ballots were received of the 112 total mailed to lot owners subject to the covenants. 36.6% responses received, with 28 YES votes and 13 NO votes, resulting in ratios of 68.2% in favor to 31.8% opposed, The Amendment was notarized with Jim McGillis, BWRMA President and Ilona Bell, BWRMA Secretary as required signors for

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recording. The Condominium Law group will complete the process, provide results and possible steps going forward..

NEW BUSINESS:

Standing Committees Reports:

The Finance Committee: BWRMA Treasurer, Bridget Richardson, is the Board member on this Committee. No report.

The Road Maintenance Committee: Committee Member Don Layton is the Board member on this committee to represent neighborhood interests with the specific goal of maintaining neighborhood roads.. Don Layton and Fred Bell met on May 14th with Lakeside Industries to bid repairs to the entire loop of Bywater Road, in preparation for future resurfacing. Areas in need of attention were marked with spray paint. A quote was received from Lakeside Industries. Dolittle Construction did not respond to a requested quote. Lakeside Industries provided a bid of \$59,650.43, to repair 13,500 square feet of Bywater North and Bywater South roads. Dolittle Construction was contacted for a chip seal bid, with no response to date.

The Budget for gravel roads is \$18,000. The bid was \$25000 to grade, shape and compact 4 gravel roads. The Road Committee will determine necessary required work to be completed within the allocated budget.

Don Layton moved and **Bridget Richardson** seconded a motion to approve the 5/21/24 Lakeside Proposal Agreement in the amount of \$59,650.43 to repair 13,500 square feet of Bywater North and Bywater South roads. **THE MOTION CARRIED UNANIMOUSLY.**

As usual, lot owners will be notified of the road work expected to be completed this summer.

The Covenants Committee: Jim McGillis is the Board member of this committee. Jim McGillis mailed the recorded Amendment Consent Form Vote and required documents to the Condominium Law Group. Upon completion of the process, the vote results to be relayed to our community.

Legal Letters: Legal opinion letters are kept on file.

COMMUNICATIONS:

ADVERTISE POSITION:

The secretary will announce on our website, the need for the open Board position of: Member at Large. Board members will encourage neighbors to join the Board to ensure additional input from our lot owners.

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ZOOM MEETINGS

The Board will research the possibility of conducting Board Meetings via ZOOM in the future.

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

Bridget Richardson moved and **Don Layton** seconded a motion to adjourn the meeting.
The motion carried unanimously.

Meeting adjourned at 9:20pm.

Submitted by: Ilona Bell, Secretary

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