

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

Title: Approved BWRMA ZOOM Board Meeting Minutes

Date: 6/28/24

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

**Absent:** 1 vacancy

**Community Members Attending:** None  
Lot owners are welcomed to attend the Board meetings.

**Meeting called to Order:** 6/28/24, 6:45 pm

**Draft Board Minutes Approval:**

Barbara Zinkil moved and Bill Richey seconded approval of the 5-29-24 Board Meeting Minutes. THE MOTION CARRIED UNANIMOUSLY.

**TREASURER REPORT:**

\$42,881.54 is in the Operating Budget and \$70,010.30 is in the Reserve Fund.

Bill Richey moved and Don Layton seconded approval of the Treasurer Report. THE MOTION CARRIED UNANIMOUSLY.

**Maintenance Fees:**

Bridget shared her spread sheet details regarding fees paid. The Board commented on the ease and effectiveness of her spreadsheet tracking payments in full, by payment plan option and non-payments. Bridget will provide copies of notes received regarding fees, to the Board.

The Treasurer will send delinquent notices after July 15, 2024, to lot owners as needed.

The Treasurer has set up electronic payments and to contact her for details.

**OLD BUSINESS:**

**Legal Challenge:**

The Board discussed emails regarding the legitimacy of BWRMA. This item was tabled.

**Lot Line Adjustment:**

Jim McGillis found a recorded platt map showing a Parkview Lane road easement across both lots. The lot owner was told each lot is subject to annual Maintenance Fees.

**Finance Committee Report:**

Bridget will meet with her group—Tom Clemmens, Laurie Davis, Nancy McGillis, Polly Peters and Wayne Ritchie--to select the leader, develop their mission statement and address other details.

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

**Maintenance Committee:**

Don Layton contracted Freedom Excavation to perform Brush Removal on July 23-26, 2024. Bridget sent 50% payment with balance due upon completion. Their price remained the same as last year. Advanced notice of road work to be emailed to lot owners.

Lakeside came out to remark all Bywater road areas to be repaired within our \$60,000 budget. Advanced notice of road work to be emailed to lot owners.

**Covenants Committee:**

**Report:**

BWRMA will not seek more legal advice on drafting a notification to neighbors regarding the passage of the Amendment Consent Vote. The Committee will decide how to go forward with the hope that more lot owners will participate.

**NEW BUSINESS:**

**Vacancy:**

Jim wants to encourage the Board to talk to neighbors about filling the vacant Member at Large position. He announced this will be his last fiscal year as BWRMA President, but will continue as lead of the Covenants/Bylaws Committee.

**COMMUNICATIONS:**

There are currently 4 properties for sale in our Bywater area.

**ZOOM MEETINGS**

BWRMA updates will be emailed to the Board. The Board will practice conducting meetings via ZOOM, with the next meeting Wednesday, September 18, 2024, at 6:30pm.

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

Meeting adjourned at 7:55pm.

*Submitted by: Ilona Bell, Secretary*

P.O. Box 65093, Port Ludlow, WA 98365  
Website: [www.bwrma.org](http://www.bwrma.org) Email: [bwrmaGM@gmail.com](mailto:bwrmaGM@gmail.com)