

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

Title: Approved BWRMA Board Meeting Minutes

Date: 4/15/26

**Board Members Present:** Jim McGillis, President; Bridget Richardson, Treasurer; Ilona Bell, Secretary [via phone]; Don Layton, Bill Richey, Jeff White and Barbara Zinkil; Members at Large

**Community Member Attending:** Nancy McGillis

**Meeting called to Order:** 4:35pm

Jeff White was welcomed to the Board,

**NEW BUSINESS:**

**Legal Matters:**

**Court Order:**

Discussion followed:

**Jim McGillis moved and Bill Richey seconded approval to mail a copy of the signed Court Order to lot owners upon receipt. THE MOTION CARRIED UNANIMOUSLY.**

**Proposed Settlement Agreement:**

Discussion followed.

**Jim McGillis moved and Bill Richey seconded approval of terms, as discussed, to finalize the the Settlement Agreement. THE MOTION CARRIED WITH SIX YEA VOTES AND ONE ABSTAINED VOTE.**

**OLD BUSINESS:**

**Finance Committee Report:**

**Annual Audit:**

The Board will thoroughly study the RCW 64.90 regulations and have members Polly Peters & Laurie Davis conduct our 2025-2026 Annual Audit and is in process.

**Certificates of Deposit:**

CD's were opened as recommended in the Reserve Fund as to the Board.

**Internal Revenue Service Compliance:**

Treasurer Bridget Richardson spoke with the IRS to confirm BWRMA was procedurally in compliance.

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

**Maintenance Committee Report:**

Brush cutting and gravel roads need annual attention. Discussion followed.

**Jim McGillis moved and Bill Richey seconded approval to accept the bid and schedule the work for this season. THE MOTION CARRIED UNANIMOUSLY.**

**Bridget Richardson moved and Barbara Zinkil seconded a motion to adjourn the meeting. THE MOTION CARRIED UNANIMOUSLY.**

Meeting adjourned at 5:27pm.

*Submitted by: Barbara Zinkle, Member at Large and 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)