

**BAYSHORE OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING**

January 21, 2008

BOARD MEMBERS PRESENT

Steve Neff, Vice President
Carol Woods, Secretary
Ralph Carney, Treasurer
Cal Larson, Director
Kari Miles, Director
Kyle Reeves, Director

STAFF PRESENT

Susan Green, General Manager

HOMEOWNERS PRESENT

Anne Marie Brigandi, Dues Committee
Lorne Smette, Dues Committee

GUESTS

Darcy Carney, Carney Consulting

BOARD MEMBERS ABSENT

Lorraine Shore, President

ROLL CALL/DETERMINATION OF A QUORUM

Steve Neff, Vice-President, called the meeting to order at 7:05 p.m. and a quorum was present.

ADOPTION OF THE MINUTES

Motion: To adopt the December 17, 2007, Board Minutes
By: Ralph Carney
Second: Carol Woods
Passed: Unanimously

TREASURER'S REPORT

Financial Statements: Darcy Carney, of Carney Consulting, presented financial statements.

2008 Budget: A second draft budget for 2008 was presented and discussion ensued. The current draft budget contains increases in expenses for the year along with several overdue improvements (\$38K total, with \$7K in reserve for unexpected large repairs) being recommended by Jeff Johnson, maintenance supervisor, and Susan Green, General Manager. For comparison, there were \$54K in capital improvements that occurred in 2007, although \$20K was prepaid in 2006 for kitchen improvement. None of the capital improvement funds came from savings accounts. When maintenance/improvements projects wait year after year, the cost for making those improvement or repairs goes up and the list grows longer for the following year. The draft budget has a negative balance and is ready for Board scrutiny and Dues Committee scrutiny. To put it in perspective and for theoretically purposes only, it was noted that to fully fund the budget as presented, a dues increase of \$9.52 per month from March 1 through Dec 31 would cover the shortage. The Board will meet on February 4 for a budget workshop.

Collections: General Manager Susan Green spoke about collections. In 2008, the accounts receivable was reduced by more than \$18K. At this time, there remains about

\$19K in accounts 90 days in arrears, and of that, \$9K worth of arrears are on payment plans. Out of 450 homes, only 15 homeowners are more than 90 days in arrears. Six homeowners are more than \$1000 in arrears and owe a combined total of more than \$15K. Seriously past due homeowner accounts have been sent to an attorney for small claims actions. Several judgments are on file with the court, some PFDs have been garnished, and liens have been placed on properties. All homeowners with accounts in arrears have been sent polite reminders and all have been treated with the utmost respect by office personnel during attempts to work out plans to bring accounts current.

HOMEOWNER'S COMMENTS

None.

COMMITTEE REPORTS

Homeowner Dues Committee, Steve Neff, Chair

The Dues Committee will have recommendations for the Board by next meeting.

FACILITY REPORTS

Maintenance Report, Jeff Johnson, Maintenance Supervisor

Facility. Considering that the building is 32 to 33 years old now, the general running of the facility is reasonably good.

Heat Recovery Unit. The HRU blew 2, 40 amp. fuses and tripped a circuit breaker on Thurs, Dec. 20th. Amperage tests on both intake and exhaust motors revealed that they were drawing too much amperage for the fuse rating. That is, working too hard. This is due to a couple of things: 1) the motor bearings are wearing out; and 2) the sheave (pulley) on both motors was worn out.

- *Corrective measures taken were the following:* at the recommendation of Dave at MacDonald Miller, Inc. 2 new 60 amp fuses were installed and both motor sheaves were replaced as well as 2 new belts.
- *Corrective measures yet to be taken:* As soon as is reasonably possible, most likely in April when we shut down the pool, all bearings on both motors will be replaced and both intake and exhaust blower fans will be replaced.

For now the unit is working reasonably well.

The Learning Center ("TLC"), Susan Green, Educational Administrator

Before-After program. It is currently at capacity of 10 students for fall. We are losing one student at the end of the month who's parents have changed their work schedule. We have notified the next person on the wait list.

Part day. This program has some openings, in particular Tu/Th mornings, which traditionally over the years has had low enrollment.

Full day. Enrollment is full with wait list

Annual Training. Municipal regulates early childhood programs and mandates certain minimum training. TLC staff will participate in the annual conference of Anchorage Association for the Education of Young Children on Thursday and Friday, January 31 and February 1, along with optional attendance on Saturday. General Manager Susan Green joined the Board of Directors of Anchorage AEYC to keep informed of matter if importance regarding early childhood in Anchorage.

Formal training. The child care industry is in a trend requiring and encouraging further formal education of staff. In the future, child care centers will be “graded” and given monetary incentives based on the education of their staff. In preparing for this, TLC stays on top of ensuring staff are working towards this goal.

Susan Green, Educa. Admin., and Patsy Towslee, Assoc. Admin:
3 college credits in *Child Nutrition* Fall 2007

Lula Aliju, Teshia Beasley, and Laura White:
2 college credits in *Early Childhood Practitioner Roles and Responsibilities*, Spring 2008

Bayshore Operation Report, Susan Green, General Manager

New Year's Eve party. The party was attended by homeowners and guests and a good time was had by all. The party was graciously hosted by Robby & Kelly Dennis and they have indicated that they may be willing to act as hosts in 2008.

OLD BUSINESS

Easement to Municipality. MOA improvements to 100th Avenue slated for Summer 2008 may include \$100K lighted, paved walking trail leading from 100th Avenue to Amber Bay Loop, Kachemak, and Marmot. Before work can begin, an easement must be granted to MOA. A 2/3rd approval of eligible voting members would be needed. The Municipality must come up with language for homeowners to review. MOA is aware of this and will report back to us in the near future.

NEW BUSINESS

None.

MOTION TO ADJOURN MEETING

Motion: To adjourn Meeting
By: Ralph Carney
Second: Kyle Reeves
Passed: Unanimously

Meeting adjourned at 8:07 p.m.

Respectfully Submitted,

Carol Woods, Secretary

*Original draft by Susan Green, General Manager
Final edit by Carol Woods, Board Secretary*