

**BAYSHORE OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING (AS AMENDED)  
November 17, 2008**

**BOARD MEMBERS PRESENT**

Steve Neff, President  
Kari Miles, Vice-President  
Kathleen Riley, Secretary  
Kyle Reeves, Director

**STAFF PRESENT**

Susan Jensen, General Manager

**HOMEOWNERS PRESENT**

Rhudel Acuna, Architectural Control  
Committee Chairman

**BOARD MEMBERS ABSENT**

Debra Blanchard, Treasurer  
Michael Stahl, Director

Anne Marie Brigandi  
Ken Morton  
L.C. Smette

**ROLL CALL/DETERMINATION OF A QUORUM**

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

**ADOPTION OF THE MINUTES**

*Motion:* To adopt the minutes of: October 20, 2008 Board Meeting  
*By:* Kari Miles  
*Second:* Kyle Reeves  
*Passed:* Unanimously

**TREASURER'S REPORT**

*Financial Statements:* Susan Jensen, General Manager, presented financial statements (available for review by homeowners at Bayshore Clubhouse). Carney Consulting will continue to do the bank reconciliation each month, but will only be present at meetings quarterly. Net earnings for October were up. The increase in the bottom line was due to a combination of additional event income and less-than-anticipated expenses.

*Savings:* In July 2009 dues were raised by \$10 per month. The Board is currently setting aside \$5 a month to go into CDs as each \$10,000 is accumulated. The first CD was purchased on November 3. In the year 2008, a total of \$30,000 has been put into CDs keeping in mind future large capital improvement projects.

**ADOPTION OF THE FINANCIALS**

*Motion:* To adopt the financials ending October 31, 2008  
*By:* Kari Miles  
*Second:* Carol Woods  
*Passed:* Unanimously

*Budget for 2009:* The first draft of the 2009 budget was presented to the Board by Susan Jensen, General Manager (available for review by homeowners at Bayshore Clubhouse). The Board will meet in early December for a budget workshop and a final draft will be ready for December's Board Meeting at 7:00 p.m. on December 15 at Bayshore Clubhouse. Homeowners are encouraged and welcome to attend all Board Meetings.

## **HOMEOWNER'S COMMENTS**

L.C. Smette. Encouraged the Board to run a tight ship with the budget.

## **COMMITTEE REPORTS**

Architectural Control Committee: Rhudel Acuna, Chairman

The Municipality of Anchorage recently published its regulations regarding wind turbines in neighborhoods. Details include a minimum lot size of 20,000 square feet; permit to be obtained through an Alaskan engineer with home structure analysis; and sound cannot exceed 50 decibels at property line.

## **FACILITY REPORTS**

Maintenance Report: Jeff Johnson, Maintenance Supervisor

*Clubhouse Reroof.* A new roof has been on the Capital Improvement list for many years as something that will have to be replaced at some point. The roof life has exceeded the 30-year expectation so far. Architectural Drawings of the clubhouse reroof project were produced this summer and the first bid has just come back at (confidential). This amount confirms the amount that is already listed as the approximate cost for a new rood that is currently on the Capital Improvement list.

*Shower Stalls.* As per suggestion from a homeowner, the Maint. Dept. has begun installation of ADA approved grab bars in both the men's and women's shower stalls. 2 shorter grab bars are currently installed in each shower. They are on the control wall and on the narrow wall as you enter. We are awaiting the arrival of longer 62 inch grab bars to be affixed to the longer walls in the shower stalls. All have been installed at ADA recommended height.

*Touchless Soap & Towel Dispensers.* As part of BOA's ongoing improvements the Maint. Dept. will be installing "touch less" towel dispensers and soap dispensers in both daycare rooms, the kitchen and in both men's and women's upstairs restrooms. This should greatly help to reduce spread of germs and contribute to more economical use of paper towels.

*Baby Changing Stations.* To help improve the functionality of the clubhouse 3 baby changing stations will be purchased by BOA and installed by the Maint. Dept. One will be placed in the upstairs ladies restroom and one will be placed in each of the men's and women's shower rooms.

The Learning Center at Bayshore: Susan Jensen, Educational Administrator

*Before-After program*

2008-09 Eight students have enrolled for Fall and we have 2 openings

*Part day preschool*

2008-09 30 students are in the part-day program, which represents 100% of space available. There are five students on the wait list for morning preschool.

*Full day preschool*

2008-09 The program is at capacity of 20 students for Fall and with a wait list of 28 students. Homeowners receive preferential placement; there are four homeowners on the wait list at this time.

*Orientation* for Board of Directors required by MOA.

Bayshore Operation Report: Susan Jensen, General Manager

*Video System Surveillance.* Installation will be complete prior the end of November.

*2 Treadmills.* They have been ordered and should be here prior to the end of November. One of our old treadmills has already sold for \$300.

*Capital Improvement List.* Once treadmills are acquired and videos are finally installed we will have actually taken care of entire capital improvement list for 2008

*Office server hard drive failure.* The hard drive for the office server failed this month. Fortunately a back-up system was in place and all information was fully restored by IT personnel.

*Preschool teacher major surgery.* One of the preschool teachers has had major surgery and is slated to be out of work for two months. The rest of the staff have pulled together as a team and adjusted schedules to cover her shift. Bayshore is accepting donations for her due to loss of income for lengthy recovery time.

*Adult Halloween Party.* This party for homeowners and guests was a success with 45 attendees all dressed in costumes! The only cost was for clean-up and a few snacks. The homeowners provided the food and adult beverages. We would like to make an annual event and provide a DJ. Total cost for party would then be a little over \$500. No fee was charged for attendance. Everybody had a great time.

*NY Eve Party.* This party has traditionally been heavily supplemented by homeowner dues, but not necessarily well attended. Under consideration is dropping the fee for the event, but still providing a DJ and bartender, but to let homeowners bring their own choice of food and adult beverages. This worked very well at the Halloween party and no one went hungry. The event would then cost the Association less money. We could easily cover the NYE and Halloween party at a savings and more people would come and enjoy both events. Les & Dee Dennis are hosts for New Year's Eve party this year.

*Directional Signs* to Clubhouse will be posted soon.

**OLD BUSINESS**

*Treadmill acquisition.* Director Kyle Reeves was able to obtain a lower bid from an out-of-state company. Susan Jensen then took bid to local company who was able to remain competitive and supply the two treadmills for the Clubhouse. Installation will occur in November.

**NEW BUSINESS**

*Name change for The Learning Center at Bayshore.* The name of the preschool center located in the Clubhouse does not jive with the rest of Bayshore; i.e., Bayshore Owners Association, Bayshore Chalet Event Room. Google searches for current "Learning Center at Bayshore" turn up several learning centers including adult learning centers. Discussion regarding the name (Bayshore Learning Center vs. Bayshore Early Learning Center) included information about Google searches and also a history of the former name "Bayshore Learning Center" which was used in the past by an owner that was not Bayshore Owners Association and which was involuntarily dissolved by the State Division of Corporations. A Google search for "Bayshore Learning Center" turns up a child care center in Texas. A Google search for "Bayshore Early Learning Center" shows our preschool in the #1 spot even though it is not officially our name. Additionally, ELC (early learning center) is a recognized standard in the industry of early

education. After a discussion by the attendees and Board, it was decided that the name should change to “Bayshore Early Learning Center.”

**MOTION TO ADOPT NEW NAME**

*Motion:* To adopt a new name for The Learning Center at Bayshore to “Bayshore Early Learning Center”

*By:* Kari Miles

*Second:* Carol Woods

*Passed:* Unanimously

*Meeting dates in January and February.* The meeting dates in January and February incidentally fall on national holidays. In order to preserve the regularity of meeting on the third Monday each month, it was decided to keep the meeting in January to the third Monday (January 19); however, it was decided to move the meeting in February to the fourth Monday (February 23) because President Steve Neff will be out of town on the third Monday and year-end financials will be presented at the February meeting.

**ADJOURNMENT**

Meeting was adjourned at 8:30 p.m.

Respectfully Submitted,

Kathleen Riley, Secretary

*Original draft by Susan Jensen, General Manager  
Final edit by Kathleen Riley, Board Secretary*