



Eagle Bend Yacht Harbor & Boat Slip Owners Association

P.O. Box 463 Bigfork, MT 59911 ♦ (406) 837-4536
jessica@jesmanagement.com

AGENDA BOARD OF DIRECTORS MEETING May 17, 2005

- I. **Call to Order and Establish a quorum** – Board Members present - President, Brent Hall, Secretary, Dan Manning, Treasurer, Karen Hollandsworth, Directors, Tim Mahoney and Dennis McDowell, Operations Manager, Tom Steffes, Business Manager, Jessica Saylor and Guests, Ken Taylor, Roy Hollandsworth, Bob Smith, Missy Fox, Irene Huge and Doug McBride.
- II. **Review and Approve minutes from April 14th and April 27th Board meetings** – minutes were handed out and reviewed by the Board of Directors. Dan Manning made a motion to approve the minutes. Karen Hollandsworth seconded the motion, all members were in favor.
- III. **Treasurer's Report** – Copies of the Treasurer's report were distributed and reviewed by the Board members. The Glacier Bank checking account has a balance of \$21,132.04. The Flathead Bank checking account has a balance of \$55,892.28. The Flathead Bank Certificate of Deposit #5194 has a balance of \$29,694.79 and Certificate of Deposit #5357 has a balance of \$22,474.66. Rocky Mountain Bank Certificate of Deposit #9000319 has a balance of \$17,548.68, Certificate of Deposit #9000320 has a balance of \$17, 548.68, Certificate of Deposit #9000529 has a balance of \$27,973.87 and Certificate of Deposit #9000591 has a balance of \$27,467.53. Accounts Receivable this month total \$21,852.32 and Accounts Payable total \$11,563.93. Karen Hollandsworth requested that Jessica provide to the Board Budget vs. Actual reports each month. Karen Hollandsworth made a motion to approve the Treasurer's report, the motion was seconded by Dennis McDowell, all members were in favor.

OLD BUSINESS

- IV. **Associate Membership** – Harbor Village canal day dock residents – currently all of the expenses associated with the canal and marina use such as property taxes, the dam and weed control in the canal are being absorbed by the 182 slip owners. The Eagle Bend Yacht Harbor & Boatslip

Owners Association is trying to determine how to put together a proposal for owners of canal day docks to participate financially toward an associate membership that enables providing the benefits of the canal use and possibly clubhouse use. Brent Hall read a letter from Don Loranger in support of the associate membership. Bob Smith raised the issue of evaluating exactly what items would be included in the associate membership. We need to carefully evaluate how much room we have in the trailer parking area and we also will start monitoring the trailers and boats that are being stored in the storage areas. Boats and trailers must have a sticker in order to be allowed to be in the storage areas, any unauthorized boats or trailers will be removed. Items to look at are access to the clubhouse, the boat and trailer storage area. The Board discussed the different options. Karen Hollandsworth made a motion to offer the day dock owners an associate membership of \$200.00 annually. This will include use of the clubhouse, fuel dock and pump out usage, boat and trailer storage area. This associate membership would help to defray property taxes, canal maintenance, weed control and bladder maintenance. Dennis McDowell seconded the motion. All members were in favor. A letter will be sent to the day dock owners inviting them to participate in this.

V. **Review Bob Smith official actions participated in and amend as necessary** – Karen Hollandsworth pointed out that the Board members were polled via email regarding the appointment of Bob Smith as a Board member although no formal action was taken at a Board meeting she felt that he was acting on behalf of and in the best interest of the Board. Karen Hollandsworth made a motion to accept all meetings minutes and Board actions for which Bob Smith was in attendance as a presumed Board member acting on the Boards behalf. The motion was seconded by Dennis McDowell. All members were in favor.

VI. **Final Budget Approval** – the Board reviewed the final budget. The fuel expense line item was added into the budget. Jessica asked for the Board input as to a dollar amount for the supplies expense item. Karen Hollandsworth asked what the income line item “Transfer Fee” is. Jessica answered that she hoped the Board would consider instituting a nominal transfer fee in order to facilitate in keeping track of ownership and in a small part to compensate for time spent setting

up new owners. Karen Hollandsworth made a motion to accept the budget as presented Dan Manning seconded the motion. All members were in favor.

- VII. **Transfer Fee** – Karen Hollandsworth made a motion to charge buyers a \$100 transfer fee at the closing of a slip sale. Dennis McDowell seconded the motion. All members in favor.

NEW BUSINESS

- VIII. **Sticker System** – Karen Hollandsworth made a motion to reinstate the sticker system of identification of boat slip owner's boats, trailers and vehicles. We will provide two vehicle hanging identification cards, one trailer sticker and one boat sticker and two gate key cards for each slip. Dan Manning seconded the motion. All members were in favor. Owners will need to go to the gas shack for owners to collect and sign for.

- IX. **Marina Opening Update** – Tom Steffes & Jessica Saylor provided the Board with a brief update as to the day to day Marina operations.

- X. **Landscape Bid approval** – The Board reviewed the bid from Flower Child Gardens. All members were in favor of accepting the bid. The budget will be changed to reflect the amount of \$5,300.00 for the landscape bid.

- XI. **Concrete repair bid approval** – Tom has obtained one bid. Dennis McDowell made a motion to accept a bid not to exceed \$2500.00. Dan Manning seconded the motion, all Board members were in favor. Tom will proceed with trying to get the work done for under \$2500.00.

- XII. **Gas Attendant Employee Payroll Options** – Jessica presented the Board with a proposal to utilize the services of Automated Business Services for our payroll, unemployment insurance, workman's compensation and other employee related items. The fee is \$40.00 per month. All members were in favor.

- XIII. **Next Meeting** – The Board decided to hold a Board meeting in July instead of as was originally scheduled for August 24th. The new meeting date was tentatively set for July 21, 2005 at 2:00 PM.

- XIV. **Adjourn** – there being no further business the meeting was adjourned at 3:35 PM.

Respectfully Submitted, Jessica E. Saylor, Business Manager