



Eagle Bend Yacht Harbor & Boat Slip Owners Association

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BOARD OF DIRECTORS MEETING

April 11, 2007

JES Management, business office ~ 857 Grand Avenue

- I. Call to Order and Establish a quorum** - the meeting was called to order at 3:10 PM. Board members present were President, Brent Hall; Vice-President, Bob Smith; Dan Manning; Ken Taylor, Dennis McDowell and Bernie Slogotski. Secretary/Treasurer, Roy Hollandsworth was available via telephone conference call if necessary but was not called. Also present were Operations Manager, Tom Steffes and Jessica Glazier, Jennifer Anderson and Sharla Ferron from JES Management, Inc.
- II. Review and Approve minutes from September 19, 2006 Board meeting** - upon motion and second the minutes were unanimously approved.
- III. Financial Report** - Jessica presented the financial report. Upon motion and second the Board unanimously approved the financial report.
- IV. Managers Report**
 - A. OPERATIONS** – Tom Steffes
 1. Many boaters have voiced a concern regarding the proper marking of the channel. The permanent solution for this problem is the installation of ten permanent steel pilings with solar powered navigations lights as caps into the river bed which will extend up 12 ft above high pool mark. These pilings have been approved by USCG / Army Corps of Engineers / Fish and Wildlife and the State of MT. The cost will be approximately \$11,000.00. The Board discussed the possibility of grant money.
 2. The muskrats have damaged a number of the floats on the docks causing them to sit lower. At some point in the future this will have to be addressed.
 3. We had about 95% compliance with the pet clean-up last year. Tom will be enforcing the dog clean-up rule strictly this season.
 4. Tom addressed the item of courtesy slips. We previously had slips C 29 and 30 being used as courtesy slips. RMRC has now recorded those slips and will be assessed for the two slips. There are a few other slips that are not recorded or saleable but can be used for courtesy slip. Tom and Jessica will supervise the rental of the courtesy slips, which will provide a small income source to the association.
 5. Tom is addressing the trailer parking lot and ensuring that non member boats and trailers are not parked in the storage area.
 6. Tom has obtained his MT State aquatic weed abatement certification. This allows him to utilize a subsurface weed abatement product. The weed abatement will be done in coordination with Harbor Village because their ponds are connected to the marina and all areas must be addressed in order for the application to be effective. Tom will provide the Yacht Harbor and Harbor Village Boards with a bid for the weed abatement. Tom stated that he is the only state commercially licensed and bonded aquatic weed specialist in Flathead or Lake County and that the reason he got certified is because he could not find anyone in a reasonable or affordable proximity to bid the job. He also stated that he has been working with the MT Department of Agriculture and they have been very helpful and approve of the plan.
 7. In an effort to defray the cost of running the marina, the Board approved the fuel sales price to be set at 30% over the association cost. This will help offset the marina staff, supplies and to begin setting aside a reserve for the future tank replacement.

8. The water pump for the pump house is being repaired.
9. RMRC is addressing the need for an oil separation pit in the trailer parking area.
10. The dock gates will be rewelded in an attempt to repair the locks. The system replacement should be looked into in the future.
11. Tom Steffes withdrew his request for an office for consideration this year.

B. ADMINISTRATIVE – Jessica Glazier

1. Jessica suggested utilizing the website for upcoming social events, owners advertising boats or slips for sale and/or slips for rent. The Board discussed the possibility of the association coordinating long term boat slip rentals for owners. The association would charge a small fee as an additional source of income to the association. Tom and Jessica will draft the specific terms and rates.
2. We will be utilizing the storage lockers as a more profitable source of income this season. In the past, keys to the lockers have been given out and not returned, many we don't know whose belongings are in the lockers and many have not paid for the use of the lockers. We will be changing the locks and anyone with items currently in one of the lockers will need to contact the management office to obtain access to their belongings and will be billed for last year's use. The lockers will be rented this season on a first come first serve basis. The Board approved the rental fee of \$100.00 per season.
3. Jessica addressed the need for a social committee to be formed and functions to be determined. Dennis McDowell, Brent Hall and Ken Taylor will be serving as the social committee. The Board determined the following dates for functions: a BBQ following the annual meeting on Saturday June 16, 2007 and a BBQ on Labor Day. Specific information will be emailed out and posted on the website prior to the event.
4. Jessica requested authorization of expenditure of approximately \$791.00 for a computer and QuickBooks for the gas shack in order to more effectively track fuel and merchandise sales.
5. The dock box replacement work is currently over half way done and will be complete and billed out to the owners before the marina opens.
6. We have the necessary amount of merchandise available for sale at the gas shack this year. These items were very popular last year.
7. We have been working with Wallace Wildlife on the muskrat control.
8. Tom and Jessica have had extensive meetings with the landscaper and are confident the grounds will look exemplary this year.
9. Tom and Jessica have performed joint interviews for the dock attendant positions and have hired three staff members.
10. Jessica presented the Board with a proposal for an innovative web based software program JES Management is now offering which is combined with a special HOA package put together for JES Management by Rocky Mountain Bank which utilizes exceptional interest rates on savings accounts for the HOA's that JES Management contracts with as well as offers the option to owners to pay their dues via credit card or ACH.

OLD BUSINESS

- V. Clubhouse & boat storage acquisition update** - The clubhouse and marina acquisition is complete. The boat storage acquisition should be complete by mid May or early June.
- VI. Review 2007 approved budget** - Bob Smith reviewed the approved budget. He reported that the budget would be very tight this year. He also reminded the members that we committed that buying the marina would not cause an increase in fees.
 - A. Boat rehab area - this item is complete.
 - B. Manager's office – Brent Hall appointed a committee of Dennis McDowell, Dan Manning and himself to come up with a plan and cost estimate to present to the full membership.

- C. Magnetic Locks - the Board will look into this item next year.
- VII. Parking lot boat storage** - Dan will continue to work with Flathead Electric on this item.
- VIII. Associate Membership** - we will continue the \$200.00 associate membership for those owners who live along the canal. Jessica and Tom will draft a letter to send to the members who are eligible.

NEW BUSINESS

- IX. New Fiscal Items** – Dennis McDowell
 - A. **Reserve fund** - Dennis and Dan will serve as a committee to analyze the association assets, life expectancies and replacement costs in order to establish an adequate reserve fund for the future.
 - B. **Insurance** - we received a proposal from Western States Insurance. The Board reviewed the proposal and determined that due to the changes with the acquisition we will bid out the insurance package to additional companies.
 - C. **Status of membership ownership & corporate structure & DCCR revisions** - Bernie Slogotski will work with legal counsel, Todd Glazier to address what changes need to be made to the DCCR's and the By Laws now that the marina is owned by the membership as well as to evaluate the necessary corporate structure for the association.
- X. Clubhouse Rental Committee** – Ken Taylor presented the committee's ideas to the Board. There will be a study on the proper use of the clubhouse and proposals will be brought to the general membership at the annual meeting for review.
- XI. Other New Business**
 - A. Approval of expenditures:
 - 1. Upon motion and second the Board unanimously approved expending \$11,000.00 for the installation of the permanent pilings marking the channel.
 - 2. Upon motion and second the Board unanimously approved expending \$791.00 for a computer for the gas shack and \$325.00 for the purchase of the credit card machine and \$150.00 per month to upgrade to a new web based software and banking system which will allow the membership to pay their dues by credit card and ACH.
 - 3. Upon motion and second the Board unanimously authorized up to \$5,000.00 for the initial weed abatement application.
- XII. Annual meeting** - Saturday June 16, 2007 9:00 AM at the clubhouse. Ken Taylor will chair the nominating committee. There will be four Board positions open for the upcoming year, anyone interested in serving on the Board should contact Ken Taylor or the management office.
- XIII. Next Meeting** - Monday June 4, 2007 9:00 AM.
- XIV. Adjourn** - there being no further business the meeting was adjourned at 6:00 PM.

Submitted by:

Accepted by:

Jessica Glazier
Business Manager
President, JES Management, Inc

Roy Hollandsworth
Secretary/Treasurer
EBYHBOA