

Eagle Bend Yacht Harbor & Boat Slip Owners Assoc.

PO Box 463 Bigfork, MT 59904 257-7631

BOARD OF DIRECTORS MEETING

Monday October 8, 2012

Eagle Bend Yacht Harbor Clubhouse 10:00 a.m.

Call of order and establish a quorum - The meeting was called to order at 10:00 a.m. Board members in attendance were President, Lane Ross; Vice President, Gary Purdy; and Geoff Bayliss. Available by phone were Treasurer, Randell Seyfert; Board Members, Roy Hollandsworth and Tom Steffes. Dave Roberts from Western Mountains Property Management and Dock Manager Ed Mitshki were in attendance. Also present was Eagle Bend Yacht Harbor member Bob Smith.

Amended minutes of Board Meeting: A motion was made and seconded to approve the minutes as amended from the July 27, 2012 meeting. The motion carried with one nay vote from a Board member who did not approve of the some of the deletions from the first draft.

Board Replacement for Chuck Boutland: Lane asked for nomination and Gary made a motion, seconded by Geoff, to elect Don Lamson to fill this position. Geoff made a motion to elect Bob Smith. Lane explained to the Board that Chuck Boutland's term has officially been terminated and any new appointment will have to be approved by the members at the next Annual Meeting. Lane asked if we should fill this position immediately or wait until the Annual Meeting and advise the general membership of the vacancy. The Board unanimously agreed that the position should be filled right away. Bob Smith was asked to make a presentation on his behalf. Mr. Smith had served on the Board in the past and he felt with his knowledge he would be of benefit to the membership. Bob lives in Bigfork year round and has been a member of Eagle Bend Yacht Harbor since 2003. Don Lamson is an Eagle Bend Yacht Harbor member and lives in Tennessee in the winter. He had expressed an interest in serving on the Board. A Roll Call

vote was taken and the vote was unanimous, to elect Bob Smith with one Board member abstaining. Bob was then asked to join the Board meeting as a voting member. He will remain a Board member until the Annual Meeting when his term will automatically be terminated. At the Annual Meeting he will then need to be nominated and voted on by the membership. If Bob is elected by the membership at the Annual Meeting his two year service will begin at that time.

The Eagle Bend Yacht Harbor Officers agreed to retain their current positions on the Board.

President's Report: Lane Ross; thanked Dave Roberts of Western Mountains Property Management, for the smooth transition in management change. Many members have expressed positive remarks and thanked Dave for being involved.

Treasures Report: Randell Seyfert: Dave gave the report for Randell as he did not have the financials in front of him. Dave took over the financials for the Association and has this set up on QuickBooks. As of September 30, 2012 assets total \$229,000.00. These assets are currently in 5 different accounts: Checking, Saving, Weed Capital, Reserve and Property Tax Savings. Accounts receivable are \$2057.00; this total reflects members who have not paid on their yearly assessments. There is some confusion here as Dave was told by the previous Management Company that everyone had paid. He will call the members in question and report at the next meeting. Quick books started August 31, 2012 and the balances were brought forward by accountants. Kathy Roberts does the accounting for the Harbor and if anyone has questions regarding their account they can call Western Mountain Property Management.

Blaine Mountain Technology has built a new web site for Eagle Bend Yacht Harbor.com and will be charging \$135.00 a year this is the same price as the prior company. Dave will be able to post all the information and therefore eliminated the need to contact and pay the Web Hosting Company each time a post is made to the site.

Automated Business Services Inc. has given an assessment of the financials. A motion was made to post this letter from Automated Business Services Inc.; it was seconded with unanimous approval. This will show as an addendum to the minutes.

Manager's Report: David Roberts; The five bank statements have been reconciled, Capital Reserve, Weed Peak, Checking, Saving, and Property Tax Savings. There was much discussion as to where to store the monthly records. Some of the Board Members felt they would like to have them on site so they could review them. Dave presently stores all records in his office and they are open for Board Members to review. Dave has a back up from his computer on all the files which is secure. He has storage for records that are older than a year on his property. A motion was made and seconded to think about where to store the financials and they will think about this and discuss this at the next meeting. Dave reminded the Board that he has no history on this computer before 8-31-12 all other history which will be 7 years worth is with Jess Management. A vote was taken with 2 against and 4 in favor and 1 absent from vote.

Can we have a set date in the future for the closure of the Harbor? Dave thought a date should be established and then posted allowing all members to know in advance of the closure. Bob Smith said in the past years the water will be down by a foot around October 15th. Ed Mitske said there are 34 boats remaining in the marina at this time and the traffic is down with only a few fishermen still going out. Gary made a motion put up the dam up on the 15th 22nd or 29th of October and give membership a weeks' notice and the final decision comes from Ed and Bob. Seconded and unanimous approval.

Post dock hours for the balance of October. These hours will remain the same, and dock will close on October 31, 2012. The heat will be lowered in the Club House on 10-31-2012. All dock boxes will be secured.

Aquatic week control in the marina will need to be done in the spring and Dave will be obtaining bids for this project.

Maintenance of the grounds and dock: Dave proposes that we do our own mowing and weed control. Right now we are paying \$1300.00 a month for these services. He suggests that we purchase a mower, trimmer, and a blower. To store the mower and other items a small storage unit could be built. Acorn storage would then be eliminated. Dave brought a picture of a prebuilt shed for the Board to review that would cost \$5290.00. Lane proposed that we set a limit for said improvement of \$15,000. Dave and Ed will be responsible in obtaining bids and bring these back to the next meeting. Bob made a motion to allow the spending of \$15,000 for a storage shed, that would include electrical and a concrete slab. Geoff thought perhaps if we did not set it on permanent foundation then it could be moved after a year if Ed felt it was in the wrong location. Seconded and unanimous approval.

Reconcile the inventory: Dave will figure out our beginning inventory on the balance sheet for next year. Dave said the Board needs to prepare a spring order for merchandise and get better control of the cash, inventory and gasoline. The point of sales will not be integrated with QuickBooks so Dave will do this to minimize some of Ed's paper work.

Maintenance project for spring. Lane expressed a need for dock repairs and a renter's agreement that is uniform. If an owner chooses to rent out his slip he will be responsible to obtain this uniform rent agreement. The Owner is responsible for the renter. The Unified Renters Policy Committee will be working on this. Geoff and Gary and Bob agreed work on this committee. They will also be discussing the Club House usage. Lane would like the Committee to set some guide lines and have the Owners be responsible for their dock boxes. The committee will have a proposed agreement at the next meeting and the board will review it.

Ed said the gas shack is in need of paint. He will present a plan for the boat launch and access and any training that is deemed necessary.

Committee Report:

Management Advisory Committee: Lane, Gary & Randall: The Committee felt this was no longer necessary. A motion was made and seconded to abolishing this committee. Unanimously approval.

Weed Committee: Lane had a request from a homeowner to hire a diver to pull weeds in the area between the dam and the river. Homeowner is willing to pay for this service, he was just seeking permission. Lane explained to the diver that this was almost impossible to pull all the weeds in this area. Lane felt we should budget money each year to maintain the weeds as had been done in the spring of 2012.

Maintenance Committee: Geoff Bayliss; presented a bill of \$208.00 for legal advice payable to Colleen Donohoe . A motion made and seconded to pay said invoice with unanimous approval.

Insurance update: Gary Purdy; Pollution policy will be with HUB instead of Western States. HUB's bid came in \$200.00 less than Western States. HUB is also looking at all other policies that Eagle Bend Yacht Harbor currently carries and will be providing us with a bid.

New Business:

New Logo: Gary would like permission to change the logos for the Harbor. Dave proposed that someone create a design that is more universal. \$400.00 was allotted to have a new logo created.

Ed said there are a number of clothing items in inventory that need to be sold at discount. Ed has already sold much of the old inventory. Dave and Ed will take an inventory of remaining clothing and boat items. Ed would like a bulletin board where information can be posted. Lane said the cork board needs to be covered with glass. No one can put notices on the cork board without permission. No large brochure only business cards will be allowed. Dave will look into the purchase of this item.

Replacement of youth and infant floatation devices. The old ones need to be destroyed and new ones purchases. Lane proposes new signs “No Swimming” which needs to be enforced. Fishing will be allowed only to those people who have boat slips. New sign on north side of building that would say No Parking”. Life jackets will be required for all children when on the docks. Eagle Bend Yacht Harbor members should receive a discount on the gas of \$1.00 off each gallon. This discount would be give to slip owner, not renters. Lane would like the general membership to vote on this at the annual meeting. Dave will also work on the getting the system in place so it is easy to implement. Geoff mentioned that the first red light and the third red light that mark the channel entrance from the river have burned out. Dave will purchase new lights, Ed will replace these. Wood on the bath house is rotting and Ed would like to replace this and repaint.

Next meeting: January 8, 2013 10:00 A.M. Eagle Bend Yacht Harbor Club House

Adjournment:1:00 p.m.

Prepared By:

Approved By:

Bugsy Yarbrough

Randell Seyfert

Recording Secretary

Secretary/Treasure