

**Bay Quarter Shores Association  
Board Meeting Minutes  
September 13, 2008**

Meeting was called to order at 9 a.m., Frank Klein presiding

Board members present: Michael Goodrich-Stuart, Jerry Gorman, Robert Morris, Richard Lacy, Donna DeToll, Jennifer Troy-Black; also present were Dick Lee, Jill Goodrich-Stuart, Jean & James Ince, Mike Silagyi, Frank Stewart and Curtis Black.

1. Minutes of the August 9 meeting were approved unanimously.
2. The meeting adjourned to executive session at 9:05 a.m. to discuss officer roles and assignments. During this session, the following board members were selected to serve in the roles indicated:

- **Jennifer Troy-Black**, President
- **Frank Klein**, VP Maintenance (Frank will also serve temporarily as VP Administration until another board member, presumably **Bud Stotz**, will assume that responsibility)
- **Donna DeToll**, Activities Director (at-large board member)
- **Robert Morris**, Building Control (to be assisted by Ruth Franck)
- **Jerry Gorman**, Treasurer
- **Michael Goodrich-Stuart**, Secretary
- **Ruth Franck**, At Large
- **Richard Lacy**, At Large
- (Dick Lee will temporarily serve in the Compliance role until a board member can take over this responsibility.)

(Note: Because these notes cover all substantive items that were discussed and decided upon during the executive session, there are no separate minutes for that session.)

3. The meeting returned to open session at 9:32 a.m. and Jennifer Troy-Black announced the slate of officers. She said term length would be determined soon, with the goal of having three officers' terms ending annually so that there are six returning board members each year for continuity.

4. The financial report was presented by Jerry Gorman. Total assets \$143,411.58. Cash on hand \$125,977.56. Current liabilities \$1,485.16. Report was accepted unanimously.

**Old Business**

1. Frank Klein read a letter from Kaballero (internet provider) and informed the board that there have been continued delays in setting up wireless service for the Bay Quarter Shores area. The company is attempting to use a higher speed system here that it has previously employed elsewhere, which is causing some of the delay. Frank said that

essentially we are in a “wait and see” scenario. Some discussion took place about whether or not we could withdraw from the contract with Kaballero if they fail to perform as promised. No decision was reached.

2. Mike Silagyi provided the following maintenance report – his last:

### Tractor

*The power take off (PTO) shaft for the Woods Finish Mower Deck had to be replaced. It was \$165.34. Bill and Mike were able to size the new PTO and install it.*

*One of the front tires for the Kubota tractor separated. Bill took it to Baughan Tire and it was replaced for around \$100. Michael Baughan will talk with a factory representative to see if we can get some kind of reimbursement because the tire separation is a manufacturing problem. If any reimbursement is granted, Baughan will make an adjustment to the bill that will be sent to the accountants.*

*A seat spring broke on the Kubota. Two seat springs were replaced by Bill Sanford. The cost was \$20.68.*

### Signs

*Six "No Wake Zone" signs costing \$182 were purchased. Four were installed at the boat ramp and dock. Two more will be installed at a later date on channel marker pilings in Cod Creek. The signs were purchased due to complaints received from boaters regarding the waves caused by personal watercraft operators.*

### Pool

*The hose ran for at least 2 hours each day to keep the pool filled so that the filtration system worked correctly. The filtration cannot be shut down because algae will form.*

*The JoPa Company visited BQS on September 8, 2008, to evaluate the condition of the pool. Frank Stewart, Bill Sanford and Mike Silagyi met with JoPa. JoPa will submit a detailed report of what needs to be done to completely rehabilitate the pool and have it ready for opening on Memorial Day 2009. (This report had not been received as of the date of this meeting.)*

### Clubhouse

*Loose fascia and soffit were repaired on the clubhouse prior to the visit from tropical storm Hanna.*

### Campground

*A new window frame was constructed and the window was reinstalled in the men's rest room in the campground bath house.*

3. Michael Goodrich-Stuart presented a proposal from the Flood Insurance carrier. For a small increase in premium, the firm offered to boost the clubhouse coverage approximately 10% to cover for inflation. Mike Silagyi noted that during the Mother's Day storm this year, water from the Potomac nearly reached the building and swimming pool. The board voted unanimously to accept the proposal and increase the flood insurance premium. Dick Lee will provide the invoice to the accounting firm so it can be paid before the October due date.

### **New Business**

1. Donna DeToll asked for input from the board and members concerning any social events in which they might have an interest. She said that the first new event on the calendar would likely take place at Christmas time.

2. Robert Morris moved to accept the verbal resignation of Stan Johnson, which Stan had given during the August 30th executive session and to temporarily assign Stan's duties to Dick Lee. The board unanimously approved the motion.

3. Dick Lee asked whether we should consider appointing a new corporate attorney, and recommended Dickenson in Callao (whose parents are BQS members). Frank Klein noted that the budget has a provision for \$3000 for legal fees and asked if that was a "pay-as-you-go" arrangement. Jennifer Troy-Black said that was the case. Dick noted that our need for legal services may increase as we begin to place liens on lots with unpaid dues. Jennifer Troy-Black said she would look into possible alternatives for legal representation and report back to the board.

4. Michael Goodrich-Stuart reminded the board that we will be receiving a refund of premiums resulting from the increase in our deductible to \$5,000. He asked Jennifer to assign these funds to an account earmarked to cover our deductible should a future loss occur. Future differences between what is annually budgeted for insurance and any actual insurance costs incurred would also be placed in this account. Jennifer said she would designate a new line item in the budget for this purpose.

### **Member Time**

1, Mike Silagyi described the meeting he and Frank Stewart had with JoPa Pools. As it turns out from the survey conducted by the pool company, much of what we had previously thought would need to be done to the pool is unnecessary at this time. JoPa said the skimmers would need replacement at a cost of around \$7,200. While the refurbishment proposed is extensive, Mike said it would not be as expensive as previously thought. Frank will follow up with JoPa to receive their formal estimate. Mike and Frank suggested we move forward with repairs even if they are not formally budgeted and urged prompt action to prevent further damage from occurring. Mike noted

that funds are available in savings and he feels this would be an appropriate use for the money without requiring a special assessment. He also presented the board with a petition from members asking that repairs be made as soon as practicable. He had a preliminary estimate of \$120,000-\$130,000 to replace the pool. At the request of members, he had also looked into prefab Fiberglas pools. The largest available is 16' wide by 41' long by 6-1/2' deep. It would accommodate 20 people maximum and its base cost would be \$39,500. A 9' x 17' x 1-1/2' wading pool could be constructed for around \$23,000. Frank Klein suggested if the cost to repair the existing pool is substantial, it might be more beneficial to simply replace it with a new pool. Jill Goodrich-Stuart suggested considering the construction of a separate pool in another location within BQS so that if the clubhouse pool is ever damaged by a storm or out of commission for repairs there would be an alternative. Jennifer Troy-Black wondered if that would add staffing costs and increase the problem of policing the area. Mike Silagyi said that the JoPa representative had told him that if repairs are made to the current pool, we could expect it to last another 20 years. Rob agreed with Mike and said that good maintenance would be key to achieving that lifespan. He also suggested we consider an epoxy resin treatment to the deck to repair it and enhance its lifespan. Rob feels that if repair costs exceed 40-50% of the cost to get an entirely new pool, we should consider the complete replacement option. Richard Lacy wondered whether JoPa was the only source we had considered. Frank Stewart mentioned another possible contractor in Kilmarnock and said he would pursue that possibility. Frank Klein wondered about timing and asked whether the pool would be ready for use by next Memorial Day (the traditional opening weekend) if we were to go with JoPa. Mike Silagyi suggested we not delay in acting on a contract if one is deemed suitable, so that weather or other factors would be less likely to cause delays in repairs and/or construction. Jennifer Troy-Black agreed that we should act on pool repair or replacement as soon as we know cost numbers. She suggested a second phase could be considered: expansion of the deck area around the pool. Mike Silagyi presented the board with a brochure from River Pools, which he said would be of interest to members. Dick Lee wondered if it might be possible to simply expand the existing pool, but Frank Stewart informed him that this would not be a possibility due to engineering concerns. He suggested instead that the board consider other water-related recreational facilities such as a splash deck with fountains and sprayers that children (and adults) would enjoy. There was general support for this concept. Mike reiterated that timing is important. If repairs are done promptly, we might realize some savings in the costs of winterizing the pool. The board agreed to wait for further input, especially a firm proposal from JoPa Pools.

2. Mike Silagyi turned over supplies, keys and petty cash used in his former role of VP Maintenance to Frank Klein. Mike also said he occasionally picks up supplies while running personal trips, saving BQS mileage costs. He offered to continue to do so if given signing authority and the board's approval, which was granted unanimously.

3. Jean Ince brought up the next newsletter which should go out around the first of November. Items from board members should be sent to Michael Goodrich-Stuart by October 1 for proofreading. Among items to be mentioned are the pool survey and any

decision made concerning the pool, and a list of the new board members and their responsibilities.

4. Frank Stewart has a set of proposed golf cart rules which he will forward to the board for their consideration and possible adoption. He sought a board interface and suggested that if rules are adopted they could be listed in the next newsletter. One proposal included in the new rules is to require members to list their lot numbers on their carts so anyone observed breaking rules and/or laws can be identified. Jerry Gorman wondered if insurance on golf carts could be mandatory. To enforce any rules put in place, the board would send a letter to the owner of any cart (from the Compliance Officer) and additionally the member could be sanctioned through loss of privileges to use BQS facilities.

There being no further discussion, the meeting was adjourned at 10:29 a.m.