

To: Brickyard Creek Board of Directors

From: Jeffery Garrett

Re: Meeting Minutes from August 18, 2020

Date: September 7, 2020

The Board of Directors of Brickyard Creek met on August 18, 2020 via Zoom video conference from 3:01 p.m. - 4:56 p.m.

In attendance: Peter Tropman, Tony Jeannette, Dan Wilczek, Nancy Sandstrom, Jim Gilson, and Brickyard Creek Manager Jeffery Garrett - Quorum present

Absent: Brad Wiersum

1. Call to order at 3:01 p.m. by P. Tropman
2. **Motion to approve the July 21, 2020 Minutes by J. Gilson; second by T. Jeannette - Approved Unanimously**
3. Manager Report (J. Garrett)
  - Welcome meeting scheduled with new buyers of Cottage #123, Nancy Leff and KC Lerner
  - Met with Bay Area Environmental Consulting and walked property to go over buckthorn eradication plan - starting within the week
  - Continued storm clean-up (working near cottages phase)
  - Replaced pressure switch on two wells
  - Well testing scheduled for September
  - Met in BYC with Building Reserves and walked the property; discussed local costs
4. Finance Committee Update
  - Waiting on Reserve Study
  - CD Reserves are currently being moved into checking for new investment strategy
  - J. Garrett setting up meeting with local Financial Advisor and Tax Accountant
  - Dan Maddy suggests leaving Umbrella and BYCCA finances separate
  - Need a written agreement between Umbrella and BYCCA reflecting the method invoices are currently paid - BYCCA writes the check to cover the entirety of the bill or check and the Umbrella pays the BYCCA back their portion due
5. President Update (P. Tropman)
  - Dan Maddy to write Conflict of Interest Statement for the BOD
  - D. Maddy thought it an excellent practice to have a member of the ACC on the BOD
6. Vision Committee (N. Sandstrom)
  - Community survey was conducted to obtain insight in regards to land development (part 4 of the strategic plan)

- Consultant provided key take-aways
  - 70% of respondents would like to increase green space
  - Renting in BYC continues to be hot issue
  - Confirmation that the trails and beach are top amenities
  - 84% of respondents were not opposed to increasing assessments to obtain more green space
  - Community atmosphere and “sense-of-place” mentioned throughout report
  - Emphasis on the maintenance of place and community philosophy
- Potential Next Steps
  - Address rental issues - enforcement and standardized management
  - Examine needs and wants of next generation
  - “Living the Identity” through group activities, learning opportunities, and volunteerism
- Discussion about renting and land use in the Declarations
  - Residential purpose with the ability to rent
  - Question if units could be used solely as commercial rentals

## 7. Board Elections / Annual Meeting

- Discussion of the reason why members are not seeking to stay on the Board and best way to communicate that to potential candidates
- According to the Declarations Board terms are three years
- New Board needs to either 5 or 7 members need and have slotted terms
- N. Sandstrom suggested that each Board member reach out to 2 potential candidates
- 3rd party online voting services are available
- Last Saturday in September (26th) as target date for Annual Meeting via Zoom
- Plan to extend time on Board at least until the end of the year to allow for an “on-boarding” and participation of potential new members

## 8. BYC Community Association Project

- Condo Association has traditionally been the business arm of the community - paying invoices and manager and then billing umbrellas their portion for services rendered
- Umbrella can transfer responsibility of maintenance of infrastructure to Condo Association on their behalf through a Memo of Understanding (MOU)
- Dan Maddy recommends proceeding with this system

## 9. Rental Matters (J. Gilson/N. Sandstrom/J. Garrett)

- **Motion by T. Jeannette to name those working on rental matters the Rental Oversight Group; 2nd by D. Wilczek - Approved Unanimously**
- J. Garrett reported that the Architect (Mooney) and Developer are drafting letters stating that there is no such thing as an extended or modified Woodland model F
- J. Garrett reported that the County required the Harrington’s to remove a futon from the same area that the Landon’s have used as bedroom - it is not a habitable space
- Violation Fee Letter for \$300 (\$100 per incident) to be sent to the Landon’s and due by September 2nd

## 10. ACC Governance

- The primary concern of ACC Group (and the Board) was to insure that decisions were not subject to want and overturning by a Board that would be subject to political/personal pressure - high bar is set to overturn decisions of the ACC (balance)
- Process protocols and 30-day timeline(s) important component
- Motion by N. Sandstrom to approve the ACC Governance as presented; second by T. Jeannette - Approved Unanimously

#### 11. Tamarack Mowing Matter

- Issues are erosion and County compliance
- J. Garrett suggested that the ACC/F&W Committee develop a restoration plan (including wood chipped pathways) for the green space between the Tamarack cottages and the lake
- Board view that the land around the four Tamarack cottages is common property and according to the bylaws must have F&W Committee approval to mow
- J. Garrett to check with Dave Culberson on County rules about lakeshore and legality of mowing grass (erosion issues and view corridors)
- Board to send letter letting the owners know that they are aware of the situation and have referred the matter to the F&W Committee

#### 12. Road Loan Discussion

- Waiting until Reserve Study report before paying of loan
- Purchase of green space a possibility

Meeting Adjournment 4:56