

# North Bay Park

BOARD MEETING – CLUBHOUSE

SATURDAY, 03-25-23 AT 9:00 AM

## BOARD MEETING MINUTES

1. Call to Order by President Henry Somers at 9:02 am  
In attendance: Henry Somers, Martin Fehr, Steve Menzies, Mark Jackson & Trevor Henderson.  
INTEGRA - Cindyrae Mehler & Tess Allison
2. Review Minutes:
  - Motion by Steve Menzies to approve the Minutes from 01-18-23; 2<sup>nd</sup> by Martin Fehr; and, passed.
  - Motion by Steve Menzies to approval the Organizational Meeting Minutes from 02-18-23; 2<sup>nd</sup> by Mark Jackson; and, passed.
3. INTEGRA Management financials:
  - Review 02-28-23 Financials

Operating Acct	\$ 21,447.89
Peoples Bank Reserves	\$ 12,278.30
Western Alliance Reserves	<u>\$ 47,229.69</u>
Total Bank of:	\$ 80,955.88
4. General Business:
  - A. Bathroom Renovations & Clubhouse Closure: Henry Somers and Martin Fehr met with contractor Casey Rowcliffe. The bathroom remediation project will be completed on or before 05-31-23. The clubhouse is a construction zone while the project work is being completed with electrical, plumbing, construction workers and their tools presenting a liability risk. The Clubhouse will be CLOSED to all during the project work period of construction. Martin Fehr and Steve Menzies will serve as primary contacts during clubhouse construction.
  - B. Annual Park Clean-up Day: Saturday, April 22, 2023 Park Cleanup Day beginning at 9:00 am. Hotdogs and snacks at Noon!! The Board Members will make every effort to have the kitchen area available for use by the Social Committee on the clean-up day.

- C. Members exceeding 180 days residency in the park: Concerns were expressed reference some campsites potentially exceeding the 180-day allowed residency in the Park, pursuant to the Park's governing documents:

**SITES (Cottage or Campsite)**

- 1. Site usage is restricted to a single camping unit per campsite/cottage. No full time living is allowed [allowed usage of campsite/cottage privilege is not to exceed 180-days per calendar year].

The Board requested Integra to send reminder letters to Cabin 7, Campsite 33 and Campsite 37 of this regulation together with a Daily Log Form to assist them in tracking their days of residency in the Park.

- D. Park wide internet: Trevor Henderson reminded all that we are bound by agreement to utilize Comcast for all Park Internet bulk services as when the ground restoration work was completed in the Park they – at no charge to the park at the time – laid the lines in. Comcast responded initially they will provide the Park a Bulk Rate to all units at \$30/per unit under a 5-year contract. All units in the Park would need to be included in this package. The Board is revisiting Comcast to see if another option might be to have Wifi in the Clubhouse with repeaters in the Park.
- E. Security Cameras: Following discussion, it was determined the two (2) initial primary locations requiring video surveillance are the Gate and the Garbage Enclosure. Martin Fehr and Trevor Henderson will research cameras. Adequate lighting for good resolution is a consideration. The addition of Wifi to the Clubhouse is another consideration.
- F. Defibrillator in clubhouse: Mark Jackson is looking into this for purchase/cost through a contact he has. Also, Mark Jackson will be refreshing the pool medical kit.

5. Adjournment: There being no other items for discussion, the regular Board Meeting was adjourned at 10:13 am. The Board moved to Executive Session to review the delinquency report and park compliance matters.

Respectfully submitted,

*Cindyrae Mehler*  
INTEGRA Management



# North Bay Park

BOARD MEETING

SATURDAY, MARCH 25, 2023

10:15 AM

## EXECUTIVE SESSION - Board Meeting Minutes

Location: Clubhouse

President Henry Somers called to Order the Executive Session at 10:15 am.

Attendance: Board Members – Henry Somers, Steve Menzies, Martin Fehr, Mark Jackson and Trevor Henderson .

Management Present: Cindyrae Mehler/ Tess Allison. INTEGRA was requested to record the Minutes.

1. Cabin 1[Russell & Melissa Welton]. Board discussion on scheduling a meeting with Park Members and Board Members for frank discussion on guests, rentals, timely submission of Guest Registration Forms, following Bylaws and Rules of the Park, etc. Integra requested to set up ZOOM meeting date for: Tuesday 04-11-23 at 4:00 pm and seek confirmation from Cabin 1 for attendance of same.
2. Campsite Space Rental// Wycherley Campsite 25. Dates of Rental: April 21 and April 22, 2023.  
Board Decision: No charge to be assessed for these two (2) campsite rental dates in light of the recent event of fire that resulted in a total loss of their Park Model on CS-25. Mark Jackson will let Wycherley's know of waiver as they are staying in his unit.
3. Cabin 5 [Mark & Karen Holland]. Request received for waiver of January 2023 Late Fee.  
Board Decision: Request for waiver of Late Fee was denied by the Board. Integra will notify them of Board's decision.

There being no further executive items for discussion, the executive session was ended at 10:40 am.

Respectfully submitted,

***Cindyrae Mehler***

INTEGRA Management