



Irish Beach Improvement Club

A Not-For-Profit Community Service Organization
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**MINUTES OF A REGULAR MEETING OF THE
IRISH BEACH IMPROVEMENT CLUB BOARD OF DIRECTORS
MEETING PLACE: REX DUNNING FIREHOUSE
ZOOM ONLINE CONFERENCE
SATURDAY, JULY 20TH, 2024 @ 10AM**

I. Call to Order/Roll Call/Announcements

The meeting was called to order at 10:05 a.m. Roll calls and announcements were made. **Board of Directors in attendance:** President McGehee, Director Robards, Director Regan, Director Erwin, Director Ballou, and Director Blake. **Absent:** Vice-President Raphael. **IBIC Members:** Ken & Diana Weston, Heather Hackett, Cindy Morey, Bettye Winters, Peter Thorne, and Paul Rowson. **Zoom attendees:** Karen Vaughn, Sue Ottoboni, Jai Jett, Amanda Hagar, Jan McCormick, Emily Thorne, Debbie Trujillo, Neil & Michelle Strand, Nadia Kock, Ken Weston, and Club Administrator Forbes.

II. Communications

Club Administrator Forbes noted that a communication was received regarding a member's fire safety concerns about two lots adjoining her property on Garcia Ct. The member requested IBIC to contact the property owner to hopefully correct the situation. President McGehee agreed to send a letter on her behalf after the property is identified.

III. Approval of the Last Regular Meeting Minutes 04.20.24

The Meeting Minutes from April 20th, 2024, were presented for approval. Club Administrator Forbes proposed a correction/addition to Section V (b). The draft states that the Annual Budget 2024/25 was approved instead of tabled. The Annual Budget was not approved at the April meeting. President McGehee moved to approve the minutes and the correction. Motion seconded by Secretary Robards.

IV. Approval of Annual Meeting Minutes 05.4.2024

The Meeting Minutes from May 4th, 2024, were presented for approval. President McGehee moved to approve the Annual Meeting minutes. Motion seconded by Secretary Robards.

V. Beach Road Report – Allen Erwin

Director Erwin stated that the Beach Road is in great shape with all the planned maintenance and repairs completed.

VI. Treasurer's Report – Mike Regan

a. Proposal to add Mike Regan to RCU account

President McGehee moved to add Mike Regan to IBIC's RCU account for conducting business. Club Administrator Forbes will procure and prepare the documentation needed for adding Treasurer Regan to the account. Motion seconded by Director Blake.

b. Formation of Finance Committee

Treasurer Regan indicated that a Finance Committee had been created, and it was formed by Karen Vaughn, Margaret Ballou, Ken Weston, and the IBIC Treasurer. The Committee agreed to meet on a monthly basis, and their initial focus will be updating the 5-year Plan. Treasurer Regan moved to approve the creation of a Finance Committee. Motion seconded by President McGehee. **All in favor.**

c. Financial Health Report – Q2

Treasurer Regan summarized IBIC RCU accounts at the end of the 2nd quarter (Q2).

RCU Checking = \$26,518.98
RCU MM = \$12,521.26
RCU Saving = \$148.28
RCU Certificate of Deposit (CD) = \$80,011.51

Club Administrator Forbes added that IBIC reached 92% of the projected income and 62% of the projected expenditures. She mentioned that IBIC finally received both refunds from the IRS regarding the 2021 misfiling from IBIC's former tax preparer and the 2022 Tax Return. Two abatement letters were sent as soon as the notices were received to contest the results. She also pointed out that the Beach Road project was overrun by \$11k from the original budget of \$32k. Treasurer Regan moved to approve the Treasurer's Report. Motion seconded by President McGehee. **All in favor.**

d. IRS status – Khadine Forbes/Mike Regan

Club Administrator Forbes mentioned that she is currently working on the organization's taxes. She stated that an extension of time to file was submitted on May 15th to the IRS, and IBIC's new due date was October 15th. She also added that all non-profit organizations must file online after 2021.

e. Annual Budget 2024/25

Treasurer Regan presented the Annual Budget for approval. Club Administrator mentioned one adjustment has to be made under the Taxes & Other Gov. Filings (Corporate Filing) for \$25 for the SI-100 filing (every other year) that she failed to add to the original budget. Treasurer Regan moved to approve the 2024/25 Annual Budget as presented at the April meeting. Motion seconded by President McGehee. **Motion carried.**

He also noted that he would like to start recording the volunteer hours of Board members to have a dollar amount for financial reporting purposes.

VII. Parks – Patrick Robards

Secretary Robards thanked the group of volunteers that removed half of the Azolla from the lake in early July. He mentioned that overall, the park is in good shape, and he's projecting some improvements soon. He added that some signs were placed on the trail system for reference.

VIII. Business Liaisoning – Elizabeth Blake

Director Blake announced that on Saturday, July 27th, at 1 PM at Rex Dunning Firehouse, a Town Hall will be held to discuss short-term rentals (STR) and for members to voice their concerns. She asked Club Administrator Forbes to send a notice to IBIC's email distribution list regarding the meeting.

IX. Membership Actions – Suspension of Privileges pending Good Standing Review

a. Hagar 01-93

President McGehee had proposed suspending the member's privileges because this member has a non-permitted shed. Numerous attempts were made to allow her to comply. A letter was received yesterday from Amanda apologizing for not responding to our letters and requests, and she assured us that she wants to be a good neighbor and looks forward to working with us to solve the issue. President McGehee thanked Amanda for her assurance that she would go forward and solve this situation. An ADC Permit application will be sent to Amanda for her action.

X. Committee to Review Procedures and Policies

a. Revisions to Beach Gate Pass Policy

President McGehee proposed changes to the Beach Gate Pass Policy. The changes would increase the fee of the second pass from \$15 to \$20 and the reactivation fee from \$15 to \$25. As well as adjusting the bi-annual key audit deadline from mid-August to April 1st, when the Annual Notices are due.

President McGehee moved to approve the proposed changes to the Beach Gate Pass Policy. Motion seconded by Secretary Robards. **All in favor.**

b. Revisions to Membership, Dues, and Initiation Fee Policy

President McGehee proposed changes to the Membership, Dues & Initiation Fee Policy. The list of changes was provided as follows:

1. *Member in Good Standing (#4)*

Maintenance of *all of their qualifying properties* in accordance with the County of Mendocino requirements, Architectural Design Committee Design Guidelines, and the Irish Beach Subdivision CC&Rs.

2. *General Policies (#5 & #6)*

5. A member who fails to keep their IBIC Membership in Good Standing is considered delinquent and, ~~as applicable, they~~ may be subject to immediate loss of membership privileges,

* *Upcoming meeting days (11:00 AM unless otherwise noted)*
April 20th, May 4th, July 20th, and October 26th.

~~late fees, and termination as reflected above.~~ The Board of Directors will review all such cases at regular Board meetings. Membership termination for any other reason other than failure to pay IBIC Membership dues requires IBIC Board of Directors approval.

When the Board of Directors votes to terminate a membership, the member shall be provided a written notice of termination stating the reason for termination and a 90-day grace period to correct the causes for termination. Terminated members will be requested to return any IBIC property, such as beach gate passes. ~~Regardless if Returned or not,~~ all beach gate passes assigned to terminated memberships will be deactivated. A terminated member who qualifies for membership may re-apply as a new member and be granted membership with the payment of an initiation fee and dues and correction of existing causes of termination. Proration of dues is not available for eligible property owners who fail to keep their membership current.

6. Appeal. Members whose membership has been terminated/suspended by the board due to noncompliance with Irish Beach Improvement Club (IBIC) CC&Rs have thirty (30) days to appeal the board's decision. The thirty-day period begins on the date noted on the letter notifying the member that their privileges have been suspended/terminated.

A member's notice of appeal must be submitted in writing to any member of the IBIC Board. Once notified of the request for appeal, the Board will designate an Appellate Committee. The Appellate Committee will consist of ~~three~~ two members of the Architectural Design Committee (ADC), one member of the IBIC Board of Directors, and two members of the Irish Beach Improvement Club community. One of the ADC ~~committee~~ members will chair the Committee. ~~The appellant appealing member has the opportunity to examine the names and to suggest alternative member names for consideration.~~

The Appellate Committee will meet within thirty days of receipt of the Notice of Appeal and hear all pertinent evidence. The appealing party must present clear and convincing evidence to justifying a variance or exemption from the CC&Rs. The evidence must be submitted in writing and can include photographs and or documents explaining why the member is seeking to be exempted from the CC&Rs. ~~If the member presents such evidence,~~ Upon careful consideration of the evidence presented, the Appellate Committee ~~has the power to~~ may grant an exemption or variance from the CC&Rs. The Appellate Committee's decision will be made in writing within ten days of the hearing. ~~presentation of all pertinent evidence by the appellant.~~ The Appellate Committee's final decision will be ~~final and~~ transmitted to the Appellant and the IBIC Board by the Chair.

Director Blake proposed to change the Notes (#2) under Members in Good Standing the members that rent their house are considered Business Members instead of Private Members.

President McGehee moved to table this item for the following meeting. Motion seconded by Secretary Robards.

b. Proposed: Creation of a CC&R Enforcement Committee

President McGehee asked if any present members would like to join the CC&R Enforcement Committee. The Committee will receive and review the letters from concerned members for further action. Director Blake suggested requesting volunteers to participate in the CC&R's Review and Enforcement Committee at next Saturday's Town Hall.

XI. Old Business

a. 4th of July Picnic - Event Retrospective (Khadine Forbes)

Club Administrator Forbes mentioned that the 4th of July was a total success. She thanked all the volunteers who helped with setting up, cooking, and cleaning up. Some adjustments will be made for next year's event as there were significant leftovers. 60 IBIC members were in attendance.

b. Annual Picnic – date TBD (Khadine Forbes)

Club Administrator Forbes noted that she is monitoring the Point Arena Merchant Association's website to confirm the Harbor & Seafood Festival date, as it will be held on Labor Day weekend, so the IBIC event doesn't coincide with that event. She also added that the barbecues need to be tested before the event to make sure they are in good working condition.

c. Request from ADC to share IBIC Membership Info

Club Administrator Forbes noted that ADC member Ken Weston requested access to IBIC's email distribution list to be shared with the ADC for communication purposes. She also pointed out that she will need to provide a quarterly updated list as properties change hands.

President McGehee moved to grant access to IBIC's email distribution list to the ADC and all sub-committees of IBIC. Motion seconded by Secretary Robards. **All in favor.**

XII. Open Floor – Participants may invoke topics or questions not covered in the meeting. Discussion will be limited to 3 minutes per each.

Director Blake requested a moment of silence for the passing of Nick Epanchin, a former resident and esteemed member of the Irish Beach community.

Director Blake proposed to rescind the waiving of the yearly fees for the Board of Directors, which was approved during the last meeting due to the uproar from the membership. Director Blake moved to rescind the waiving of yearly fees for the Board of Directors. Motion seconded by Secretary Robards. **All in favor.**

Member Jan McCormick questioned the cost of business memberships. She believes that if the business members paid higher dues, there would be no shortage of funds to maintain IBIC and its assets. Director Blake proposed raising the business membership dues from \$600 to approximately \$1,500 to \$2,000 yearly.

Club Administrator Forbes mentioned that according to IBIC Bylaws, dues can only be increased by 20% from the previous year. She also added that IBIC dues for both private and business are increased every two years for inflation purposes. All STR proposals will be discussed during the town hall the following Saturday.

Member Bettye Winters suggested that during IBIC social events, the name tags should have both name and last names so new members are easy to identify on social media platforms.

Member Cindy Morey asked where to find a map of the neighborhood so property owners could identify the overgrown lots for further IBIC action. President McGehee referred her to the ADC website, as all unit maps are available for public knowledge.

XIII. Adjournment: President McGehee moved to adjourn the meeting at 12:28 pm.

** Upcoming meeting days (11:00 AM unless otherwise noted)
April 20th, May 4th, July 20th, and October 26th.*