

MISSION BAY STEERING COMMITTEE

FEB.22, 2011

The meeting was called to order by Chairperson, Jill Southerland at 9:00 a.m. Present were Tim McKenna, Wayne Finney, Jane Irwin, Dennis Duty and Glenn Gordon. Laura Hone was on Skype and Don Allen was on speaker phone.

The Minutes of the January 17 meeting were approved.

OLD BUSINESS

1. Some issues brought up at the Annual Meeting were discussed, primarily the request to review the duties of the General Manger Position and the negotiations of the new rental agreement. It was acknowledged that both issues should have been handled in a different manner. Both of these issues have been addressed to the individuals who raised the issues and they will be addressed to the total membership in a new FAQ Section which will be added to our web-site.

2. Snow removal costs in January were \$ 2,860 for roads and \$ 290 for drive ways and walks. \$5,300 is budgeted for the year. It was decided we would not transfer any money from our Reserve Account at this time as savings may be made in other areas during the year. The idea of setting up a separate item in the Reserve Account for Snow Removal for high snow fall years was discussed, and it was recommended that we have two separate items in the Reserve Account, one for the Building and other assets and one for Operational Maintenance. It was also decided that after this snow season we will address the current policy of plowing when there is 2 inches of snow.

3. Secutiy cameras will be installed in the pool area this spring.

4. There will be a meeting set up in April or May to discuss a Neighborhood Watch and a Recycling program.

5. Jill and Jane met with Glenn and Kari to give them evaluations of their work and to discuss their work for the next two to three months. Kari will start meeting with the Steering Committee quarterly to provide an update on our financial status. Glenn will continue working on the Reserve Study, manage the snow removing days, and complete the assignment to reduce communications/TV costs. Jill announced that the organizational structure committee will be looking at the job description for the manger position.

6. Due to the absence of several Steering Committee members the March open meeting has been moved to April 11 at 9:00am. There will be no Steering Committee meeting in March. It was moved and seconded that all Steering Committee meetings will be Open meetings and will continue to be on the second Monday of each month at 9:00 am.

7. If a homeowner decides not to pay the special assessment fee of \$ 46, the issue will be handled under the current policy which is after two quarters of non-payment they lose all club house privileges and the process of obtaining a lien on their property will begin. Late fees will also be assessed.

8. A column will be set up on our web-site to answer frequently asked homeowner questions. It will be called FAQ. For those homeowners who do not use the web-site, a copy will be posted on the bulletin board and the manager will have hard copies available.

9. Glenn is getting cost information on bundling of our communication devices and TV's. At this time it looks like we can save around \$ 90 per month.

10. The very first draft of the Reserve Study was presented which included a listing of all of our assets and the proposed format to be used. The dollar figures were just examples of how it will look when completed. Several new ideas were presented on how to proceed with the study. A good first step has been made in just documenting all our assets.

11. Glenn's office has been moved and he is now located in the Mission Bay Real Estate area. Tim suggested some changes be made to the Rental Agreement which was signed the end of January, primarily in regard to insurance liabilities .Glenn is to follow up on this with the insurance company to obtain some suggested language to be put in the rental agreement.

12. Beach Hangers will be made available for any homeowner who wishes to use our beach areas. They can be picked up from Glenn after April. Each homeowner will be issued 2 Hangers. If a replacement is needed the cost will be \$ 10 per hanger. They will need to be placed in your car or golf cart whenever you use the beach areas.

13.It was discussed how we might be able to honor Bill Coffee who passed away this month. Bill has been involved with Mission Bay and the Polson Community for many years. Many homeowners purchased their home from him. The decision was made to ask for donations to construct a cement picnic table in the beach area in his name. Glenn will be sending a notice out asking for donations when we have obtained some cost data.

Jane announced that 18 Mission Bay Homeowners donated \$1,500 to purchase a bench to be placed on Main Street. The bench will have a plaque stating that it was Donated by Mission Bay Homeowner's. It would be nice if more homeowner's participated in the Streetscape Project for downtown Polson as more benches,waste receptacles and bike racks are needed. More information will be sent out on this and posted on the bulletin board.

STANDING COMMITTEE REPORTS

1. The Financial Review was held this month and everything was found to be in good format and accounted for properly. Kari has done an outstanding job. We are very lucky to have such a capable accountant.

2. Architectural Design and Review committee met to discuss procedures they will use and to review the plans for a new home being built here in Mission Bay. Wayne is to get a non-steering committee member to take over the chair of this committee and see that procedures and processes are developed that can be used by both the Preserve and Mission Bay.

3. Jane announced that the CC&R's committee met. Another letter is to be sent to the homeowner who has not acted on the first letter concerning their post light. Glenn has been driving around the neighborhood regularly to check on post lights and to observe other rules not being followed. In the steering committee meeting it was reiterated to Glenn that we want him to continue to observe when rules are not being followed, and not rely on homeowners to complain before seeing that corrective action is taken as quickly as possible.

Since requiring that complaints be filed in writing there have been few filed.

3. The Social Committee has been putting together a Welcome Booklet for new homeowners and renters which will be available soon. Two or three members of the Social Committee will visit with new owners and renters.

4. Wayne has been developing ideas on how we might like to use the space currently occupied by Mission Bay Realty when they move out. It was decided that a "brain storming meeting" will be held later this year to get input from homeowners on how they would like the space to be redesigned for homeowners use. Any cost would have to be put in our Reserve Study Report

NEW BUSINESS

It was discussed whether or not we need to provide better protection for our utilities boxes. Glenn was asked to discuss this with Mission Valley Power and Light.

Jill presented some issues that need to be resolved before the next election for Steering Committee members. Dennis will take these issues to the Board and get back with us. We did decide, and Dennis approved, that when a vacancy occurs in the future on the Board or Steering Committee the Board will appoint someone to the position and it will only be until the next scheduled election.

The meeting was adjourned at 11:40. The next meeting will be held on April 11 and will be an Open meeting.