

**Bayview Village Association
Board of Directors Meeting
August 13, 2025
Unapproved**

A quorum was established with the following board members present:
John Durgin, John Miller, Rick Stafford, Eric Salmassy, Valerie Bartholme

Community members present:

Jim Edson - Mariner
Linda Greve - Mariner
Mike Bainter - Windrose
Mary Beth Neill - Mariner

Community members joining remotely:

Shelley Andrews - Topside

Call to Order: The meeting was called to order by John Durgin at 10:03 AM.

Approval of Minutes: Motion by John Miller that the minutes from the organizational BOD meeting held June 24, 2025 be approved with one correction. Second by Rick Stafford and unanimously approved by the Board members present.

Reports:

President - John Durgin

Activity - Status

Renew Liability insurance - The liability amount has not been increased for 20 years or more. I have asked State Farm to increase the amount to \$3M liability. At this meeting I'll ask the board to approve the renewal with \$2M, and if the board approves, expect an additional \$159 invoice. Simultaneously, I'd like to investigate not insuring our fences and mailboxes. That means if an uninsured motorist for example ran into and destroyed a fence, the HOA would have to pay for rebuild. The change to a liability-only policy could save us \$1000 per year in cost. The board discussed the possibility of moving to self-insurance to cover fences and mailboxes in the village. Mary Beth Neill pointed out that while removing fencing and mailboxes from the insurance policy might save \$1,000 per year, there were several reasons that might be the best tactic. There was some discussion after which there seemed to be consensus that Mary Beth was correct. The board agreed not to pursue that path.

Reserve Study - Will request payment at this meeting.

Pond - I still owe Lynne Pihl a contact with Steve, the brush clearing person. Working on it. Mary Beth pointed out that the Acquis study showed no urgency for removing growth over the

drainage pipes. Thus, the issue of clearing could be delayed. A better approach might be a more strategic one. John agreed and offered that he would discuss with Lynne Pihl the option of investigating from this angle.

Mission-Vision-Values Statement - We've got Mission and Values knocked out. We, the board, need to think about vision. John asked the board members to focus on the "Vision" part by imagining what they expect the community to look like in 1 year, 2 years, and 5 years, and try to articulate that vision. Comments on other sections would be welcome.

Finding a new Archivist - I have begun work, and will ask the board to approve continuing a process to move all our archives to digital. Judy has said that if we do this, she might continue in the role. It will be much easier then. Digital records will also change how we operate as a board. Google drive created with 15gb of storage, and some documents have been scanned and uploaded.

Landscape & VMC - Rick Stafford:

Our irrigation team has been working hard to keep the sprinklers working properly. It is nearly a daily job for Dan, Ray and Jim. A large proportion of our lawn areas have gone dormant. It is the result of an unusually dry spring and summer this year. Rest assured that the lawns will come back with the fall rains.

If there is a mole removal expert in the village please contact me. I have struggled to eradicate the moles at the entrance to Windrose. We may need professional help. Pacific landscape does not do moles.

Recently a Windrose resident decided to prune the hawthorn tree in front of his house without an ARC. As most homeowners know the hawthorn trees are HOA trees and not to be touched without an approved ARC request. This pruning was a complete restructuring of the Hawthorn. We are hoping the tree survives and can be reshaped into a strong attractive tree. The hawthorn, pine and birch trees in our village are HOA trees and under the supervision of the VMC. If homeowners wish to prune or reshape any of these trees they need to apply for an ARC. We have a professional tree service that does our tree work.

As this is an ARC violation the board will have to decide on an appropriate response to this unauthorized pruning. As all village residents should know we now have a bylaw that authorizes the board to fine up to \$10,000 for each tree damaged.

VMC report

The VMC now has a beautiful plan for replanting the areas where vegetation was removed this spring at the entrance to Martingale Pl.. Bart Berg Landscape architect has guided us through the process of visualizing a landscape refresh. We will be installing four to five hundred new plants to cover the hillside and hold the soil in place. Mostly these plants are groundcovers. We are planning to do the installation in the fall when the plants will have a better chance of surviving.

As in the past when we have a price list for our plantings we will be visiting door to door for donations.

Treasurer - Eric Salmassy

The balance in the operating account as of July 31 (reconciled for outstanding checks) was \$17,933.73. An additional \$5,600.00 of dues have been deposited since, with a new balance of \$23,533.73 as of today. Three households have not yet paid first quarter dues, and I am following up on those.

The first quarter invoice to Pacific Landscape in the amount of \$25,153.13 was paid in July once sufficient dues were collected. Other expenditures for electricity and copies of materials for the annual meeting were also paid.

Our reserve account savings account balance on July 31st was \$19,261.90, with no reserve expenditures in July. On July 16th we rolled over the certificate of deposit for reserves, with a new amount of \$51,880.98. Sound Community Bank offered us a 4.05% yield that is normally for jumbo sized CDs (in excess of \$100,000).

The annual corporate filing report for the State of Washington is due November 30th, and will be filed this month, with a \$70 filing fee.

After working with the spreadsheet system created by the previous treasurer, I've determined that while it is a workable setup we would be best served by re-subscribing to the QuickBooks accounting program as it provides checks & balances based on dual entry accounting principles. I will be requesting approval for that ongoing expenditure of \$38/month.

ARC - Valerie Bartholme

Two ARCs were received, one for small tree removal in the "wilds" below Mariner, and one for a new door paint color. BVA does not regulate door paint colors, so that one will be forwarded to SBCA for approval.

Valerie made the motion to approve the ARC for Mary Beth Neill on the small tree removal, Eric seconded, and unanimously approved by the Board members present.

We also have received tree trimming requests from Teal Lake Village. The process for this will be discussed as another agenda item.

Old Business

Approval of various expenditures:

- Address leaning trees - \$700.00
- Reserve Study - \$1,680.00

- Liability Insurance - \$2,720 now, additional \$159 for increased liability coverage to be billed later.
- Scanner for archives, reimburse of purchase by John Durgin - \$305.75
- Quickbooks subscription - \$19/mo for 3 months, then \$38/mo
- Bart Berg Landscape for Martingale hillside - \$1,424.19

Motion to approve by John Durgin, seconded by John Miller, unanimously approved by the Board members present.

Mission/Vision/Values:

John asked board members to review and add any desired items related to their board roles, to be done prior to the September meeting.

New Business

Documentation for archival purposes

Discussed a process for archiving new records with a goal of no longer archiving paper copies where possible. Eric to set up an 'archive@bayviewvillage.info' email address

Restructuring of our Pacific Landscaping contract

John Miller volunteered to lead an ad hoc committee to review options for the landscaping work. The group will look at breaking up the work into smaller pieces for possible different contractors, and will also look at the possibility of removing some work from a contracted solution and moving the responsibility to homeowners (i.e. trimming of bushes and shrubs on private property).

ARC Violation

A new resident on Windrose did extensive pruning on a Hawthorn tree without ARC approval. Rick Stafford and Valerie Bartholme have spoken with the homeowner who apparently did not receive CC&Rs at the time of purchase.

BVA rules stipulate that any work done without a required ARC can require work stoppage to obtain an ARC, or if the work was complete removal or remediation of the work done.

Eric made a motion that the board send a letter to the homeowner involved notifying them of the violation, and that should it be determined that remediation is necessary, the homeowner will bear the cost. John Miller seconded the motion, which was unanimously approved by the Board members present.

All CCRs, Supplemental Declarations, and additional BVA rules are posted on the association's [CC&R website page](#). The rule in question was **Rule #3 - ARC Violations / Failure to obtain**

ARC, which carries a 1st Occurrence penalty of “Violation Notice to stop project, obtain ARC and/or make repairs”. **Residents are urged to reach out to arc@bayviewvillage.info before any tree pruning or other work impacting the external appearance of homes and lots to determine if an ARC is required before commencing work.**

Teal Lake Tree Trimming Request

We have received a tree trimming request from Teal Lake Village covering four groups of trees:

- Approximately seven evergreens above the mailbox stand on Topside
- Multiple deciduous trees on private property at 53 Topside, and on common area around that residence
- A group of three evergreens on the west side of the entrance to Topside
- Several tall treed along Paradise Bay Road near the Windrose entrance

The first step in our approved process is to call a community meeting to present the request to BVA members to gather feedback. Valerie, John Miller and Eric Salmassy will work on organizing this meeting, either the last week of August or in September.

Call to Adjourn

The meeting was adjourned at 12:08.