

**Bayview Village Association
Board of Directors Meeting
February 10, 2026
Unapproved**

The meeting was called to order at 1:06 by John Durgin.

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

Member Comments:

No members were in attendance at the meeting.

Approval of Minutes from January Meeting:

A minor edit was made to the minutes from the January meeting. A motion was then made by John Durgin to approve the minutes. The motion was seconded by Rick Stafford and approved unanimously by the board members present.

President's Report - John Durgin

John attended the Presidents meeting of the various HOAs in Port Ludlow, along with Brinton Sprague who is part of the Legal Issues working group. The meeting revolved around the impacts of the new state law surrounding HOAs. John has done extensive research into the potential impacts of the law on our governing documents, and now believes that required changes will be somewhat significant. A conference call has been scheduled for February 19th with Isaac Anderson, the HOA attorney for a number of years, about these questions and how to approach the bylaws.

Landscape & VMC Report - Rick Stafford

Landscape Report:

The Pacific crew will not be mowing until March. If you have special projects in your yards please let me know and I will approach Carlos to see if they can take care of you.

Town and Country Tree Experts will be in the village at the end of the month. If you have tree work that needs attention let me know and I can get a bid for you when they are on site.

VMC Report:

Our major work this month is a second hard pruning of the hawthorn trees to try to establish them as mature trees. They were pruned as tall shrubs for many years and became a major

yearly cost for the village. After this year's pruning we are hoping that in coming years they can be managed on an as needed schedule as opposed to yearly pruning. The tree service will also be working on the birch trees at the entrance to Mariner.

Later this month the VMC will be meeting to start planning the next large garden bed project at the entrance to Topside.

Treasurer Report - Eric Salmassy

Dues invoices were sent out on January 1st. As of February 9th, one account remains unpaid, and one account has a balance of \$40 due to payment for the incorrect amount. Five accounts have credit balances from prepaid dues, totaling \$5,600.

1099 forms were mailed to recipients and filed with the IRS on February 2nd (the deadline since January 31st was on a weekend).

For the seven months through January, we are running a favorable variance \$1,233 compared to budget in the operating fund. Our only significant unfavorable budget variance is in the Utilities category, in the amount of \$2,900. We do have the potential for a negative variance in administrative expenses as we engage with our attorney to confirm compliance with the new state law covering homeowner associations.

As of January 31st, the reconciled bank balances (after outstanding checks) were \$21,338.97 in the operating account, and \$64,612.75 in the reserve money market. On February 10th the \$5,745 that was temporarily borrowed from the reserves to cover operating expenses in the October to December quarter was repaid.

No update on the 'Financial Statement Auditability' working group this month. However, we are able to report out of QuickBooks both on an accrual basis (as required by the new state law) and cash basis (which is our basis for tax reporting to the IRS). Our challenge audit-wise will be our financial controls, particularly separation of duties which can be difficult to fully achieve in a small organization like ours.

ARC Report - Valerie Bartholme

An ARC application was received from 111 Mariner PI to replace their 30yo concrete patio, which has cracked and buckled. They plan to replace it with a reinforced concrete patio. I see no reason to not approve it. John Durgin made a motion to approve the ARC. The motion was seconded by Eric Salmassy, and approved unanimously.

Teal Lake ARCs 1 and 2 are on going. We received an inquiry to trim 4 of the 5 Maple at Topside, I explained that all 5 needed to be treated the same. It was asked if we would consider a group rate.

Another inquiry asked if the 3 birch trees east of the pine tree at the entrance could be cut down and Teal Lake would pay for the replacement and planting of appropriate trees or shrubs.

The board has requested a formal ARC request for any tree trimming be submitted, after which our HOA will follow our approved process regarding tree trimming requests.

New Business

Committee Updates:

Legal Compliance - John Durgin:

The legal impacts working group believes the potential impact for attorney fees related to the new law could be \$5,000 to \$10,000. Our approach is going to be focusing on the bylaws this fiscal year (which ends in June). We need to evaluate the VMC charter among other internal working documents. We will seek to do as much work in-house and take that work to the attorney for review.

Some analysis of the bylaws generated via AI outlined some areas where we definitely need to modify our bylaws.

Village Engagement - Rick Stafford:

Rick Stafford reported on some ideas for village engagement. Previously we have done block parties for the 4th of July. Other ideas include a book club, or a hiking club. Possibility of adding an activities chair to work on these things as also mentioned. Could we have a social event tied to the annual meeting?

Pond Maintenance - Lynne Pihl via John Durgin:

Lynne appreciates the additional people that have volunteered to assist with pond maintenance. She has gone through the report from our professional advisors and made notes as to the items that she is most concerned with. She will be meeting with Teal Lake Village in January to discuss ongoing maintenance needs.

Driveway Sealing - Valerie Bartholme:

Valerie has been in contact with two contractors. There is some question whether they are at the age where we will need to peel the surface and have it completely redone, or if we are OK with another round of sealant only. A question was raised about splitting the work over two fiscal years, or whether that would increase the total cost unnecessarily.

Monuments, Lighting & Mailboxes - Rick Stafford:

Rick has received an estimate for new lighting and the two village entrances. Another estimate will be sought, and Rick will also discuss with Ray Newsom to see what options we might have to keep costs at a minimum.

Fence Repair & Maintenance:

No report.

Financial Records Auditability - Eric Salmassy:

I have begun creating financial policies and procedures, and will be reaching out to Mary Baker Anderson to assist with procedures as well as financial controls.

Miscellaneous Disbursement Approvals:

Rick requested approval for reimbursement for \$125.62 for plants replacing pillars that were removed.

Eric Salmassy moved to approve the reimbursement, John Durgin seconded, and the motion was approved unanimously.

Eric Salmassy requested reimbursement of \$62.24 for certified mail and software for reporting the 1099-NEC forms.

Valerie Bartholme moved to approve the reimbursement, Rick Stafford seconded, and the motion was approved unanimously.

Landscape/Irrigation services Requests for Information - John Miller

Rick Stafford has been the point person for receiving responses to our RFA for landscape and irrigation services. We have received a small amount of interest, and one proposal covering the full range of services. The deadline for responses is the end of February, after which the board will review the proposals and determine the best options.

The meeting was adjourned at 3:15.