

**Bayview Village Association
Board of Directors Meeting
October 14, 2025
Approved**

The meeting was called to order at 1:05 PM.

A quorum was established with the following board members present:

John Durgin, John Miller, Rick Stafford, Eric Salmassy

Attending remotely: Valerie Bartholme

Residents present were:

Jim Edson

Ray Newson

Tink Green

Residents attending online were:

Gregory & Catherine Pena

Judy McKay

Approval of Minutes: Motion by John M. that the minutes from the BOD meeting held September 11, 2025 be approved. Second by Rick and unanimously approved by the Board members present.

Reports:

President - John Durgin

The digital archiving project is nearing completion. A review of the structure was given and a discussion was had around the process for updating the archives going forward.

Reserve study has been completed. After the changes made to the CC&Rs around driveways, ground water drainage and other items that had originally been copied from condominium CC&Rs, the study found that the reserves are now well funded and the association is at a low risk of a special assessment.

Landscape & VMC - Rick Stafford:

Martingale project is underway, and planting is expected to be done over two days beginning October 17th. Donations are being collected with a little over \$2,000 having been received so far. Historically the model for these projects has been to seek donations to help cover the cost of the plants, while the VMC budget covers soil preparation, any equipment rentals, and other labor required.

Treasurer - Eric Salmassy

The balance in the operating account as of September 30th (reconciled for outstanding checks) was \$8,156.88. All households have paid first quarter dues.

Dues invoices for the 2nd quarter were sent on September 30th. As of October 14th, we have received dues payments from 27 households.

Significant expenses paid in September include the purchase of plants for the Martingale Hillside for \$6,349.50, and \$2,184.00 for mowing around the pond.

While our budgeting has always been done just as an annual amount, at our Board President's request I took a stab at creating quarterly budget amounts. These were mostly done either as 4 equal amounts, or based on the actual expenditure pattern from last year. While the total budget amounts are locked in stone, I may tweak the quarterly budget values going forward as better information arises.

The negative variance for the Martingale Hillside Project will be offset with donations. Historically these have been accounted for by adding a budgeted revenue amount for the donations received, and an offsetting budget amount as an expense, resulting in no net change to our overall budgeted net revenue over expense.

The negative variance for Water could just be a timing issue, I have given the bills to Rick for his review to make sure we are not experiencing a water leak.

Our reserve account savings account balance on September 30th was \$19,268.34, with no reserve expenditures in Sep. The Reserve Certificate of Deposit now stands at \$52,232.32.

Our 2024 Income Tax Return Form 1120-H was filed on October 10th, and an online payment of \$560 made to the IRS. (The tax year for our returns is based on the start date of the fiscal year, so the 2024 form covers the fiscal year July 1, 2024 to June 30, 2025).

The Quickbooks conversion is on hold, the 'Starter Plan' which was what we had planned to use is not currently available from Intuit, and the next plan costs twice as much with no added value for our very basic needs. I am revisiting the idea of using an open source accounting package, and currently evaluating GnuCash.

ARC - Valerie Bartholme

No new ARCs were received since the last board meeting.

A response to the Teal Lake tree trimming request has been drafted and will be circulated to board members for review and comments.

New Business:

Landscape working group: A group is looking at options for splitting the landscape contract into individual pieces to request additional bids from local providers, the goal being to reduce overall costs for our landscape maintenance and irrigation repairs. These three pieces would be for mowing and blowing, pruning, and irrigation.

Solenoids: One of the issues that the community faces is not knowing the locations of all solenoids controlling the irrigation system. Bids are going to be requested for the job of locating the solenoids and documenting the locations on our site maps.

New State of WA HOA requirements: John D. will reach out to our attorney for an estimate of the cost to review and modify our governing documents to be in compliance with the new regulations. A motion to pay our attorney to draft an estimate was made by Eric Salmassy, seconded by Valerie Bartholme, and approved unanimously by the board members attending.

The meeting was adjourned at 2:58 PM.