

**SPECIAL Meeting of Briny Breezes Inc. Board of Directors  
Friday January 22, 2016  
Immediately following the Annual Budget Meeting (9:30am)  
Briny Breezes Community Center**

**Minutes**

- I. **The Pledge of Allegiance was not recited. This meeting followed directly the annual Budget meeting.**
- II. **President Gallacher called the meeting to order at XXXXX. All Directors were present as indicated by Roll call at the previous meeting.**
- III. **Proof of Notice was dated and posted January 19, 2016 at 2 P.M.**
- IV. **No minutes were available to approve.**
- V. **Reading of Correspondence to the Board): No correspondence received.**
- VI. **Committee Reports (none – special meeting)**
- VII. **Unfinished Business:**
- VIII. **Board Discussion/Approval – New Sound Equipment – capital asset reserve funds Director Gross made motion to discuss the proposals we have to upgrade and/or replace the audio systems in the Auditorium and the Community center with the option to add a visual component. This was seconded. Director Gross said that his focus is on the Community Center- we could be using this space more effectively. We could also add some visuals etc. for presentations. As far as the Auditorium, Director Gross thinks that we should build the infrastructure but leave microphones to the specific groups to match their needs. We have been discussing this for some time now and are committed to getting new equipment to allow our shareholders access to our meetings. Shareholders Bayless T-211 questioned why we bring this up after the Budget meeting. It was explained that this has been an ongoing project and considered within the Budget planning. The question was discussed should we complete both projects or do one at a time and if so which one; further we need to negotiate service contract for maintenance especially as it is used only 5 or 6 months out of the year as well as warranties on the equipment. Director Gross noted that the sound board would be shared with BBC-8 and he did not see the need for extra service/warranty. **Director Gross withdrew his motion. Director Brannen moved that we proceed with replacing equipment currently in the Community Center to include a visual display and explore our warranties spending not to exceed \$23,000 with \$13,000 from Capital Assets (329) and \$10,000 from Building Reserves (328). We will use Basan Audio to do this work.** A second was received. It was pointed out that this does not mean we not do the Auditorium in the near future but we want to be able to use this vendor (new to us) for one project before adding another. Also this will allow us to make the Community Center accessible to those with hearing loss. Question was called. **Vote was unanimous.** Motion carried.**
- IX. **Board Discussion/Approval – BBC8 required additional equipment and expenses; Please table until more information can be gathered. It is related to a piece of equipment that will program the scroll and could be more accessible as a communication tool for the Corporation.**
- X. **New Business:**
  1. Board Appointment of District 2 Director to fill vacancy; **Director Brannen moved that we appoint Tom Goudreau- K-12 to fill the vacancy (2 years) for a District II Director.** Question was called. **Vote was unanimous.** Motion carried, Director Goudreau was invited to the table.
  2. Board Discussion/Approval of Permit for stairs/railing for temporary beach structure; **Director Gross moved that we have a discussion regarding the permits.** This received a second. He asked that Shareholder Ira Friedman (A-5) be allowed to address this. Mr. Friedman reported that the EPA representative came to check on the safety aspects. It was noted that we needed 2 sets of stairs and that we can extend over the 12x12. Additionally the EPA has a permit that would allow for pavers, trees and for a thatched roof. We all agreed that we could not approve anything that would make this permanent or unable to be easily unassembled. We will hear from the shareholders later in the winter if they want it on the ballot for 2017.

**Director Gross withdrew his motion for discussion; after discussion Director Gross made a new motion that we approve the stairs, the railings and the pavers at no cost to the shareholders. The roof and other mentioned safety precautions can be approved on the EPA permit but the roof cannot be installed.** This received a second. Mr. Friedman said that the EPA permit is good for a year and this will make it easier if the structure is later approved as permanent (material alteration.) **A vote was taken, and was unanimously (8-0) approved.** Motion carried.

3. Board Discussion/Approval to send charge to Rules Committee to examine “guest” section of rules. **Director Brannen moved that we ask the By-Laws and Rules committee to review and research (Fair Housing Agency) section A.2 “Guests and Resident Guests” and 3. “Non-resident Guests” referring to different classifications of guests and to come back with some recommendations to the Board at their March regular meeting.** Seconded. During our discussion with our legal advisors “guests” were discussed as it related to other changes. There was a concern for what do we call a “live-in” guest; how do we “prove a family relationship for a “resident guest” and what do we call children under the age of 18 living with their parents etc. The lawyer indicated that there have been changes to the Fair Housing laws and we need to bring our rules and/or By-laws in-line with current regulations. Most of the initial work should be found on the internet and the Board would appreciate help from this committee. Asked if they could also consider in their suggestions to the Board if this should be in the Rules or the By-Laws. Question was called. **Vote was unanimous. (8-0).** Motion carried.
  4. Board Discussion on changes to violations process and/or adding late fees/ administrative fees to rental applications. **Director Brannen moved that we discuss this concept/process again as a Board.** Seconded. Director Brannen reminded the Board that this topic was brought to the Board last year without resolution. She suggested a change in the Violations and Fining Process (Appendix I of the Rules) for those violations that cannot be “fixed”, e.g. and application that is submitted late. She reviewed the materials currently used for rental applications and found 6 times that stated “the application is required 30 days prior to occupancy”. Brannen indicated that we would need to add some language to step A. but essentially the thought was to start the process at Step C currently referred to as the second letter. This would allow the GM to assess the fine based on the number of days late and still allow the shareholder the opportunity to appeal with their peers. It probably needs to include other types of violations that are done and permanent e.g. cutting down a tree on corporate property; a shareholder painted a corporate cement column blue. The Management has to be able to give a fine. There was general consensus on this issue.
  5. Approval of Changes to Committees Membership/Leadership: **The following were added to the Committee list: Director Brannen moved to add Nancy Aceto to Violations and Fining committee to replace Tom Goudreau; and VP Oglesby to add Ann Carmondy Voting Commissioner Alternate for District 1; President Gallacher moved to add Kathy Gross to join the revenue producing ideas ad hoc committee on behalf of Director McMorrow; VP Coyner moved to have the following people approved for the Landscaping Committee: Coyner, K. Gross, R. McGinness, L. McGinnes, B. Saxton, A. Saxton, C. Adams, G. Adams, L. Goudreau, L. McMorrow.**—All additions were approved.
- XI. Shareholder Forum (comments/questions); No one was at the microphone although Director Goudreau asked that we date documents so that we know we have the latest version.
- XII. Adjournment President Gallacher moved that we adjourn at 11:07 A.M. This was seconded. Unanimous.

Respectfully Submitted

Susan J. Brannen, Secretary  
2/10/2016