May 3rd, 2025

IRISH BEACH IMPROVEMENT CLUB ANNUAL MEETING PACKET

Irish Beach Improvement Club



A Not-For-Profit Community Service Organization P.O. Box 237, Manchester, CA 95459 P. (707) 353-0453

NOTICE OF THE ANNUAL MEMBERSHIP MEETING OF THE IRISH BEACH IMPROVEMENT CLUB MEETING PLACE: REDWOOD COAST FIRE DISTRICT – 19601 S. HWY 1, MANCHESTER ZOOM ONLINE CONFERENCE SATURDAY, MAY 3RD, 2025 @ 1:00 PM

- I. Call to Order / Roll Call / Introductions / Announcements
- II. President
 - a. Membership Welcome
 - b. Approval of Last Regular Meeting Minutes 04.19.25
- III. Committee Reports
 - a. Finance Committee
 - b. Architectural Design Committee
 - c. Beach & Parks Committee
 - d. Social Committee
 - e. Business Liaison Report

IV. Administrative Report (Khadine)

- a. Membership, Website, Logo Store
- V. Old Business
 - a. Board Conduct Policy
- VI. New Business
 - a. Treasurer Position Resignation
 - b. Appointment of Officer Positions (Treasurer and Secretary)
 - c. Compliance Support Team & Vegetative Management Team
- VII. Election
 - a. Board of Director Open Positions
 - i. Emily Thorne
 - ii. Jess Řaphael
 - iii. Mike Regan
 - b. Nominations From the Floor
 - c. In Person Voting
 - d. Electronic Proxy Voting Tally
 - e. Results
- VIII. Recognition & Awards
 - IX. Open Floor
 - a. Members may address the group on any relevant matter. Remarks are limited to 3 minutes per person to allow everyone the opportunity to speak.
 - X. Adjournment



Irish Beach Improvement Club

A Not-For-Profit Community Service Organization P.O. Box 237 Manchester, CA 95459 P. (707) 353-0453

MINUTES OF A REGULAR MEETING OF THE IRISH BEACH IMPROVEMENT CLUB BOARD OF DIRECTORS MEETING PLACE: ZOOM ONLINE CONFERENCE THURSDAY, MARCH 6 TH, 2025 @ 5 PM

I. Call to Order/Roll Call/Announcements

The meeting was called to order at 10:06 a.m. **Board of Directors in attendance:** President Thorne, Secretary Robards, Treasurer Regan, Director McGehee. **Directors on Zoom:** Director Erwin. **Directors Absent:** Jess Raphael and Margaret Ballou **Staff:** Club Administrator Forbes. **Members in attendance:** Karen Vaughn, Peter Thorne, Bettye Winters. **Members on Zoom:** Gary Keleher, Colleen Sandrin, Heather Hackett, Vera-Lee Kaiser, Sue Ottoboni, Laura Erwin, Chuck Essigs, Beth Christiansen. (Unknown username B'xrii)

II. Communications

President Thorne noted an email communication from a member that included a NextDoor post made by Mr. Rapelje. President Thorne indicated that the board has discussed this and has decided not to engage with responses unless required by an outside agency such as the County or Coastal Commission. Past attempts to communicate with Mr. Rapelje have been unproductive.

Administrator Forbes had no communications to note.

III. Approval of Meeting Minutes

Director McGehee moved to approve Last Regular Meeting Minutes 01.20.25 as presented. Seconded by Treasurer Regan. All in Favor. Motion passed.

Treasurer Regan moved to approve Last Special Meeting Minutes 03.06.25 as presented. Seconded by Secretary Robards. All in Favor. Motion passed.

IV. Finance Report

Treasurer Regan summarized IBIC RCU accounts at the end of the 1st quarter (Q1).

RCU Checking = \$47,658 RCU MM = \$7,606 RCU Saving = \$148 RCU Certificate of Deposit (CD) = \$82.721 Total = <u>\$138,134</u>

Administrator Forbes added that at the end of the first quarter, IBIC reached 48.75% of its

projected budget revenue and has 51.43% anticipated revenue to go for the year. Expenditures for the first quarter reached 19.25% of the budget with 80.75% of the budget remaining for the year.

Administrator Forbes added that the Wix website cost has increased leaving a \$25 deficit in that category. IBIC also received a \$302 refund from IRS from the 2021 tax year.

IBIC has a current checking account balance of \$69,697.72.

Discussion of Maintenance Expenses line item for Highway 1 mowing. These funds were donated expressly for the purpose listed and donors would need to give permission for IBIC to reallocate those funds or return them.

Treasurer Regan moved to revise the 2025 budget by moving the previous budgeted amount for the maintenance person's salary to the maintenance expenses at Pomo Lake. Seconded by President Thorne. All in favor. Motion passed.

Discussion related to the additional 14% of the budget previously allocated for payroll taxes no longer used for the caretaker position. These funds will remain as an excess and no motion was made to reallocate those funds.

- V. Parks Report
 - a. Secretary Robards Resignation

Secretary Robards presented a history of the Pomo Lake Park and the improvements that have occurred since he began serving with IBIC ten years ago. Highlights include building bridges, replacing fences, revamping the park entrance sign, removing old sheds and building the two existing sheds (one used for materials storage and the other for office supplies and IBIC materials), removing hazardous trees (at both parks), clearing and installing the Pomo Lake walking trail, the trail, building picnic tables, installing benches around the lake, extending the park's usable area.

Secretary Robards announced his resignation from the board.

Secretary Robards wished to express his appreciation for Jesse Russel and the work that he did that contributed to the exceptional current condition of the Park. Patrick discussed showing appreciation by donating apparel from the IBIC store to Jesse and his family. Discussion on which items should be donated. President Thorne suggested setting a \$200 value of merchandise that could be chosen by Secretary Robards to donate.

Question of clarification presented by the membership regarding Jesse and whether he was fired or switched to a contractor position. President Thorne clarified that due to the decision to restructure Jesse's position to from an employee to a contractor, that Jesse's employment was terminated. President Thorne noted that during the discussion with Jesse regarding the board decision, he indicated that he was not sure he wanted to perform contract work. At this time, no jobs have arisen that would need to be contracted out.

Secretary Robards moved to donate four hats (two ball caps and two stocking caps) to Jessee. President Thorne proposed an amendment to modify the motion to not list specific apparel, but to donate up to \$200 worth of IBIC apparel to Jesse. Seconded by Treasurer Regan. All in favor. Motion passed.

Secretary Robards proposed the formation of a committee to fix Pomo Lake. Discussion on the

creation of a Lake Committee and whether it needed to be a combined committee to include the Park. A Park and Lake Committee had been formed in the past but had not been maintained.

President Thorne moved to re-create the Park and Lake Committee and have Secretary Robards serve as committee chair. Seconded by Secretary Robards. All in favor. Motion passed.

b. Board Appointment to fill open position

President Thorne presented that because Secretary Robards position is not up for election this year, the Board had discussed making an appointment to fill the position and Karen Vaugn had expressed interest in serving on the board.

President Thorne moved to appoint Karen Vaughn to the vacant director position per IBIC Bylaws Article III Section IV. Seconded by Treasurer Regan. All in favor. Motion passed.

VI. Pomo Lake Survey

President Thorne presented a summary of the recent Pomo Lake Survey that was sent out. The goal of the survey was to gauge the level of importance different aspects of the Lake and Park are to the members as well as gauge the level of financial contribution members might be willing to consider in support of potential efforts.

President Thorne presented an array of potential project scopes:

- 1. Do nothing except maintain as has been done in past
- 2. Investigate existing pipe drain in dam and see if sediment and azola removal can be achieved using existing structures.
- 3. Attempt a pump or siphon system over the dam to see if sediment or azola removal can be achieved.
- 4. Install culvert pipe and valve through dam to allow intermittent opening and flow from bottom of lake to remove sediment over time.
- 5. Install two large culvert pipes in the dam and allow the creek to flow as it did prior to the lake construction.
- 6. Drain and dredge lake to remove sediment, azola, and cattails. Include installation of sediment removal pipe during process for permanent solution.

President Thorne stated that these project scopes range from 0 to potentially hundreds of thousands of dollars. The board will continue to investigate all of the different project scopes and will be requesting additional input from the membership as information is received.

There has been a total of 66 responses to the initial Pomo Lake Survey so far. Results will be compiled and presented at the annual meeting.

VII. Social Committee

Heather Hacket presented a report on the Spring Egg Hunt on behalf of the Social Committee. There was a total of 61 participants (25 members & 36 guests). 22 Local children attended.

The cost of the event was \$221 (which was primarily for goodies for the egg hunt). Plastic eggs will be used again next year. Laura received 3 monetary contributions to put into the eggs and Donna Drolet donated 54 sets of flatware in memory of her late husband.

Thank you to all of the volunteers and contributors: Laura Erwin, Denise Mendoza, Heather Hackett, Jan Conlon, Allen Erwin, Donna Drolet, Martha Howell, Bill Mabie, Sue Ottoboni,

Sandra Regan, Mike Regan, Annie Riedenbach, Michelle Strand, Karen Vaughn, Ariel Vaughn, and Ken Weston.

It was a great turnout, beautiful day, and the egg hunt and community potluck were both a huge success.

VIII. Annual Report

President Thorne asked the board if an official approval of the Annual Report Draft was necessary and noted that to board was able to approve the draft to be presented to the membership without making formal motions. Administrator Forbes stated that it had always been done in the past. President Thorne noted that there was no opposing discussion and as it was not a requirement to have a motion for draft approval, the board would ensure approval via email prior to the Membership Meeting.

- IX. Request for Submissions for Recognition Awards
 - a. Recognition for Jesse presented and motioned earlier in the meeting
 - b. Khadine submitted a nomination for Elizabeth Blake
- X. Old Business

President Thorne reported that the legacy email has made IBIC communications much more professional and streamlined and suggests adopting them formally.

Treasurer Regan moved that IBIC continue with the legacy emails through Zoho. Seconded by President Thorne. All in favor. Motion passed.

Treasurer Regan will continue to work with the Executive Board members that still need to implement their position's legacy emails. At this time Khadine will still be using the irishbeachiclub@icloud.com email but will plan to slowly transition to the Administrator email through Zoho. This transition is anticipated to take a long time.

President Thorne informed the membership that any and all communications are invited and welcomed and noted her email as president@irishbeach.club.

- XI. Open Floor
 - a. President Thorne wanted to make note of the new electronic proxy voting for the director election for the Membership Meeting. The voting platform is Simply Voting. President Thorne reported that all votes cast by members are confidential and not even the administrator or board members could see how a person voted. Additionally, the process is secure, efficient, and the election is certified.

The cost of the election is \$200 and President Thorne has donated this cost for the first year to see how the platform works for the organization.

President Thorne noted that no ballots will be physically mailed this year, but that voting can still be done in person at the meeting.

Khadine noted that there were 27 past due memberships currently and that she would update the membership list for the proxy ballot email blast.

President Thorne noted that there have not been any nominations for the board director positions.

- b. Member Colleen Sandrin asked about the Board Conduct Policy that was presented at a prior meeting and inquired whether it was still tabled or if it would be presented at a later date. President Thorne noted that we would add it back onto the agenda for the upcoming meeting.
- c. Secretary Robards asked if the pond could be closed for a few months to protect the nesting geese. Discussion points included the danger fishing line presented to goslings vs the ramifications of closing a resource and banning an activity that is advertised and included in the membership dues. Suggestion made to add more signage rather than closing the lake.

Secretary Robards moved to close Pomo Lake to fishing for a period of two months. Seconded by Director McGehee. Majority of Ayes are not reached. Motion does not pass.

Treasurer Regan suggested further discussion at the Membership Meeting. Goslings have not hatched at this time and are estimated by Secretary Robards to hatch the third week in May, so there is time for further brainstorming for a solution.

XII. Adjournment

President Thorne adjourned the meeting at 11:24 am.

IRISH BEACH IMPROVEMENT CLUB

2024 Annual Report

Mission: To preserve and improve the community of Irish Beach

1966 ARTICLES OF INCORPORATION (article III) " This corporation is organized pursuant to the General Nonprofit Corporation Law of the State of California"

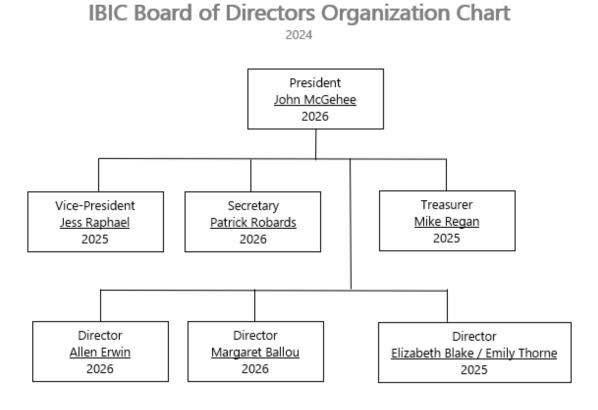
Organization

The 2024 IBIC Board of Directors

In 2024 we had one resignation from the Board and one new member added.

John McGehee – President Jess Raphael – Vice/President Patrick Robards - Secretary Mike Regan - Treasurer Allen Erwin – Director Margaret Ballou – Director * Elizabeth Blake / Emily Thorne – Director

* In August 2024, Elizabeth Blake resigned from her position on the Board. Emily Thorne was appointed by the Board in October 2024 to fill the vacancy.



The Committees

The Board of Directors did not do it all. The workload was shouldered by the following Committees:

IBIC Committee Chairs

2024

Architecture Design RJ Dial Parks Patrick Robards Beach Road Allen Erwin Social Khadine Forbes Logo Store Vera-Lee Kaiser IBIC Website John McGehee

IBIC Staff

Khadine Forbes is IBIC's Executive Administrative Assistant and continues to work to maintain records, membership communications, and so many other functions of keeping the organization running.

In 2024, Jesse Russel was employed as the organization's caretaker. In early 2025, the Board of Directors made the decision to restructure the organization and transition this position from an employee-based model to a contractor-based structure. This decision was made with the intent of being fiscally responsible and ensuring we are making the most efficient use of our members' funds.

Volunteers

At the heart of our organization are the incredible volunteers who give their time, energy, and talents to support our mission. Whether you're helping at an IBIC event, setting up or cleaning up, maintaining our parks, trails, beach road, or access points — your contributions make a meaningful difference every single day.

Your dedication is what keeps this organization going. You are the hands, feet, and spirit behind everything we do, and we are truly grateful for the time and care you put into our community.

Thank you for being the driving force that helps us grow, serve, and thrive. We couldn't do it without you!

Financial Report

IBIC began 2024 with a balance of \$108,534 and it closed the year with a total cash flow of \$100,528.

2024 concluded our large expenditures on the beach road, one of the most treasured parts of the club. The ability to spend close to \$150,000 over 2023 & 2024 for the beach access road was due to capital expense savings from membership dues over the last decade. The planning involved in this from previous budgets accounted for setting aside money every year - thank you to all Irish Beach Improvement Club members and leadership over the last decade on a mission accomplished!

We also made many decisions to begin fully logging and accounting for the expenses side of our budget so that we could begin to measure the ongoing operating needs. This included carefully categorizing all staffing tasks and work completed. Additionally, later in the year we moved forward with restarting our long-term plan so that we could determine from a combination of money inflow and outflow what our target expenses will be five, ten, or thirty years from now. This has set us up with several actions in 2025 to strengthen our financial standing and align membership dues, annual expenses, and long-term capital improvements.

As of May 2025, the work to balance budgets and capital improvements beyond our current fiscal year has not been finalized but we are ready to share our draft conclusions and a lot of it will be based on feedback from the membership about big questions like the future of Pomo Lake and the setting of private versus business annual dues. Thank you in advance for your feedback and volunteering your time to learn and respond to issues impacting your shared community property!

Irish Beach Improvement Club

PROFIT & LOSS

January - December 2024

	TOTAL
Income	
Income	
Memberships	\$ 85,335
Fees	\$ 8,885
Misc Income	\$ 5,956
Contributions	\$ 5,583
Total Income	\$ 105,759
Expenses	
General Operations	\$ 5,595
Office / Admin	\$ 2,053
Labor	\$ 41,373
Profesional Services	\$ 519
Taxes & Government Fees	\$ 4,969
Insurance	\$ 5,320
Social	\$ 4,830
Maintenance	\$ 5,322
Projects (Beach Road)	\$ 43,786
Contingency	
Total Expenses	\$ 113,766
Profit/ (Loss)	\$ (8,007)



Account Balances Beginning

	Balance	Balance End of Q1 End of Q2 End of Q3 End of Q4	End of Q2	End of Q3	End of Q4
RWCU Checking Account	17,842	2 \$53,419	\$26,519	\$21,860	5,899
RWCU Money Market Account*	12,45	12,455 \$12,489		\$12,521 \$12,553	12,584
Operating Reserves 9,182	9,182	7,686	5,934	590	158
Capital Improvement Reserves 3,273	3,273	\$4,803	\$6,588	\$6,588 \$11,963 12,426	12,426
RWCU Savings (Capital Improvement Reserves)	148	8 \$148	\$148	\$148	148
RWCU Cerificate of Deposit	78,088	\$79,044	\$80,012	\$81,002	81,896
Total Cash	108,53	108,534 145,101 119,200 115,563	119,200	115,563	100,528

Fund Allocations (See Notes 1, 2 & 3 below)

\$100,528	\$115,563	\$119,200	\$145,101	\$108,534	Total Cash
12,574	\$6,736 \$12,111	\$6,736	\$4,951	\$3,421	Capital Improvement (Capital Improvement Reserves + Saving
\$87,953	\$103,452	\$112,464	\$105,113 \$140,149 \$112,464 \$103,452	\$105,113	Operations (Checking + Cash+ Operating Reserves + CD)
Qr	Qr	2nd Qtr	End of Q1	Balance	
End of 4th	End of End of 3rd End of 4th	End of		Beginning	

Fund Allocations Notes:

1. Interest for the Money Market Account and CD is split between Operating Reserves and Capital Improvement. (50/50)

All Indition Pees are added to Capital Improvements fund.
All Protect Costs are subtracted from Capital Improvement for

 All Project Costs are subtracted from Capital Improvement funds (Capital Improvement funds adjusted for first 3 quarter's project expenses with 3rd quarter report).

5/3/24 5/10/24 5/14/24

Denali Asphalt Denali Asphalt

Denali Asphalt

\$15,550 \$17,550 \$8,500 Significant Transactions & Transfers (> \$5,000 or 5% of Total Assets)

Bank Account Reconciliation

End of Q1 End of Q2 End of Q3 End of Q4

po1,020.20				AMERICAL PROPERTY OF A
481 804 20				IRIC Devictor Balance
\$81,896.20				IBIC Register Balance
\$81,896.20	\$81,001.54	\$80,011.51	\$79,044.12	RWCU Certificate of Deposit RWCU Statement Balance \$79,044.12
\$148.37	\$148.33	\$148.28	\$148.22	Ada Deposits in 1 ransit IBIC Register Balance
				Less Outstanding Checks
\$148.37	\$148.33	\$148.28	\$148.22	RWCU Savings Account RWCU Statement Balance
\$12,584.20	\$12,552.69	\$12,521.26	\$12,489.23	Add Deposits in Transit IBIC Register Balance
				Less Outstanding Checks
\$12,584.20	\$12,552.69	\$12,521.26	\$12,489.23	RWCU Money Market Account RWCU Statement Balance \$12,489.23
\$5,898.90	\$21,860.42	\$26,518.98	\$53,419.01	IBIC Register Balance
				Less Outstanding Checks Add Denosits in Transit
96'968'95	\$21,860.42	\$26,518.98	\$53,419.01	RWCU Checking Account RWCU Statement Balance
,			,	

	2024 Budget	Q1	Q2	Q3	Q4	YTD	To Go	Notes
Summary								
Total Income	S100,845 Badget Total Badget	<u>\$61,147</u>	<u>\$31,814</u>	<u>\$11,666</u>	\$1,132	\$105,759	(\$4,914)	
Total Expenses	\$132,181 \$137,714	\$24,581	\$57,714	<u>\$15,303</u>	\$16,168	\$113,766	<u>\$23,949</u>	See Note 2
Income	2024 Budget	Q1	Q2	Q3	Q4	2024 YTD	To Go	Notes
Membership Income								
Prince Marsharshire (art 161)	0.00.000	400000		40.500				\$380 Dues
Private Memberships (est 161)	\$60,040	\$37,706	\$18,713	\$3,509	\$86	\$60,015	\$25	
Business Memberships (est 42)	\$25,800	\$16,200	\$8,900	\$220	\$0	\$25,320	\$480	\$600 Dues
Initiation Fees (est 2)	\$2,070	\$1,035	\$1,035	\$4,865	\$0	\$6,935	(\$4,865)	\$1,035
Transfer Fees (est 5)	\$3,750	\$1,000	\$250	\$0	\$0	\$1,250	\$2,500	\$750
Total Membership Income	\$91,660	\$55,941	<u>\$28,898</u>	\$8,594	\$86	<u>\$93,519</u>	(\$1,859)	
Architectual Design Committee								
Permit Fees	\$800	\$400	\$100	\$100	\$100	\$700	\$100	
Total Permit Fees	\$800	\$400	\$100	\$100	\$100	\$700	\$100	
Miscellaneous Income								
Gate Pass Fees	\$500	\$110	\$202	\$245	\$20	\$577	(\$77)	
Logo Store (Sales)	\$2,800	\$105	\$13	\$1,324	\$0	\$1,442	\$1,358	
Interest	\$4,885	\$990	\$999	\$1,022	\$926	\$3,937	\$948	
Other		\$0	\$0	\$0		\$0	\$0	
Total Miscellaneous Income	\$8,185	\$1,205	\$1.214	\$2,591	\$946	\$5,956	\$2,229	
Contributions (Beyond Dues-Unbudgeted)								See Notes 1, 2, 3, & 4
General Contributions		\$1,496	\$837	\$331	\$0	\$2,663		ay 117 04 4
Beach Parking Lot Restoration Contributions		\$1,110	\$615	\$50	\$0	\$1,775		
Highway 1 (Mowing) Contributions		\$1,110	\$015	\$0	\$0	\$0,775		See Note 5
Pavilion (Pizza Oven) Contributions		50	\$0	\$0	\$0	50		
Pomo Lake Restoration Contributions		\$260	\$100	\$0	\$0	\$360		
Beach Road Contributions		\$200	\$100	\$0	\$0	\$735		<u> </u>
Social Committee Contributions		\$/30	\$0	\$0	\$0	\$/30		<u> </u>
Gertrude's Garden	\$200	50	\$0	\$0	\$0	\$50		
Total Contributions Income	\$200	\$3,601	\$1,602	\$381	\$0	\$5,583		
TOTAL INCOME	\$100,845	<u>\$61,147</u>	<u>\$31,814</u>	<u>\$11,666</u>	<u>\$1,132</u>	\$105,759	(\$4,914)	

Notes:

1. Contributions are not budgeted income, however they are reported under Miscellaneous Income.

2. Contributions are added to the expenses budget approved by the BOD in January. This results in a Total Budget available to spend.

3. Expenses "To Go" shows the remaining balance for the Total Budget category that includes contributions. General contributions beyond dues are included in Contingency Expenses.

 Contributions to normal IBIC budget responsibilities are not carried over year-to-year. Multi-year projects and associated contributions are tracked in Project Reporting.

5. Contributions for activities outside IBIC's responsibilities (e.g., Highway 1 maintenance) are accumulated year-over-year. Accumilated unspent contributions carried over from the previous year for non-IBIC responsibilities are shown in the "Approved Budget" Column of Expenses for the current year. Likewise if there are accumilated expenses from previous year(s) greater than funded by contributions they are shown in the "Approved Budget" column of Expenses as a negative for the current year (Expenditures for non-IBIC responsibilities are restricted to funds contributed for that purpose and normally cannot be drawn from IBIC dues or other IBIC income).

		24 Budg e Notes 2 &								
Expenses	A pproved Budget	Contributions	Total Budget	Q1	Q2	Q3	Q4	YTD	To Go (See Note 3)	Notes
General Operations Expenses										
Waste Services	\$2,500		\$2,500	\$275	\$583	\$584	\$390	\$1,832	\$668	
IBWD Water	\$1,250		\$1,250	\$2	\$2	\$488	\$54	\$546	\$704	
PG&E	\$225		\$225	\$54	\$2	\$50	\$26	\$132	\$93	Beach Road disconnected
Septic Service	\$2,500		\$2,500	\$560	\$640	\$640	\$480	\$2,320	\$180	
Telephone	\$850		\$850	\$137	\$476	\$78	\$74	\$765	\$85	
Total General Operations Expenses	\$7,325	<u>so</u>	\$7,325	\$1,028	\$1,703	\$1,841	<u>\$1,023</u>	\$5,595	<u>\$1,730</u>	
Office/Admin Expenses										
PO Box & Postage	\$300		\$300	\$247	\$8	\$22	\$9	\$286	\$14	
Office Supplies	\$1,000		\$1,000	\$246	\$1,203	\$0	\$72	\$1,521	(\$521)	Website Domain
Web Site, Cloud Storage, & Email	\$200		\$200	\$149	\$9	\$9	\$9	\$176	\$24	Paid for two
Community Center Rentals	\$70		\$70	\$70	\$0	\$0	\$0	\$70	\$0	
Total Office/Admin Expenses	\$1,570	<u>\$0</u>	\$1,570	\$712	1,220	<u>\$31</u>	<u>\$90</u>	\$2,053	(\$483)	
Labor										
Administrative Assistant & Bookeeper	\$32,760		\$32,760	\$7,818	\$6,639	\$6,366	\$6,385	\$27,208	\$5,552	Includes 5% Side Leave
Caretaker	\$13,614		\$13,614	\$3,137	\$3,077	\$4,037	\$3,913	\$14,165	(\$551)	
Total Labor Expenses	\$46,374	<u>\$0</u>	\$46,374	\$10,955	\$9,717	\$10,403	\$10,298	\$41,373	\$5,001	
Professional Services										
Accounting & Payroll Processing	\$550		\$550	\$444	\$24	\$24	\$24	\$516	\$34	
Legal	\$0		\$0	\$0				\$0	\$0	
RCU Banking Fees	\$0		\$0		\$3				(\$3)	
Total Professional Services Expenses Taxes & Government Filing Fees and	<u>\$550</u>		<u>\$550</u>	\$444	<u>\$27</u>	<u>\$24</u>	<u>\$24</u>	<u>\$519</u>	<u>\$31</u>	
Licenses Property Taxes	\$875		\$875	\$0	\$0	\$0		\$0	\$875	
Charitable Trust Tax	\$75		\$75	\$500	\$0	\$0	\$50	\$550		Penalty 2021
Federal Taxes	\$0		\$0	\$4,945	(\$5,014)	\$0	\$10	(\$59)		Penalty 2021 & 2022
Corporate Filing Fee	\$0		\$0	\$0	\$0	\$25	\$0	\$25	(\$25)	
Payroll Tax	\$6,492		\$6,492	\$1,015	\$954	\$887	\$1,162	\$4,018	\$2,474	
SWRCB Water License Annual Fee	\$300		\$300	\$0	\$0	\$0	\$350	\$350	(\$50)	
Sales Tax	\$225		\$225	\$85	\$0	\$0	\$0	\$85	\$140	2023
Total Taxes & Government Fee Expenses	<u>\$7,967</u>	<u>\$0</u>	<u>\$7,967</u>	\$6,546	(\$4,061)	<u>\$912</u>	<u>\$1,572</u>	<u>\$4,969</u>	<u>\$2,998</u>	
Insurance										
General Liability & Property	\$2,880		\$2,880	\$0	\$0	\$0	\$2,631	\$2,631	\$249	2023/24 Renewal
Workers Comp	\$1,550		\$1,550	\$1,521	\$0	(\$144)	\$0	\$1,377	\$173	Dividend Refund
Officers & Directors	\$1,500		\$1,500	\$0	\$1,312	\$0	\$0	\$1,312	\$188	
Total Insurance Expenses	\$5,930	<u>\$0</u>	\$5,930	\$1,521	\$1,312	(\$144)	\$2,631	\$5,320	<u>\$610</u>	

		24 Budg								
		e Notes 2 &								
Expenses	A pproved Budget	Contribution	Total Budget	Q1	Q2	Q3	Q4	YID	To Go (See Note 3)	Notes
Social										
Logo Store	\$2,500		\$2,500	\$1,909	(\$2)	\$430	\$0	\$2,337	\$163	Logo store expenses will be allowed to increase beyond budget to replenish supplies if Logo Store sales exhaust inventory.
Social Committee	\$2,280		\$2,280	\$64	\$909	\$1,481	\$0	\$2,454	(\$174)	
Recognition & Awards	\$300		\$300	\$0	\$39	\$0	\$0	\$39	\$261	
Total Social Expenses	\$5,080	<u>\$0</u>	\$5,080	\$1,973	<u>\$946</u>	<u>\$1,911</u>	<u>\$0</u>	<u>\$4,830</u>	\$250	
Maintenance Expenses										
Beach Road, Parking Lot & Gate	\$4,500		\$4,500	\$1,185	\$2,740	\$0	\$77	\$4,002	\$498	
Pomo Lake & Gazebo Parks	\$3,000		\$3,000	\$217	\$325	\$324	\$453	\$1,319	\$1,681	
Highway 1 (mowing)	\$2,885		\$2,885	\$0	\$0	\$0	\$0	\$0	\$2,885	
Total Maintenance Expenses	\$10,385	<u>so</u>	<u>\$10,385</u>	\$1,402	\$3,066	\$324	\$530	\$5,322	\$5,063	
Capital Improvement Project Expenses										See Note 4 & See Project Cost Reporting
Pomo Lake Restoration	\$15,000	\$360	\$15,360	\$0	\$0	\$0	\$0	\$0	\$15,360	On Hold
Beach Road Restoration Project	\$32,000	\$735	\$32,735	\$0	\$43,786	\$0	\$0	\$43,786	(\$11,051)	
Beach Parking Lot Restoration Phase 2	\$0	\$1,775	\$1,775	\$0	\$0	\$0	\$0	\$0	\$1,775	
Total Project Expenses	\$47,000	\$2,870	<u>\$49,870</u>	<u>50</u>	\$43,786	<u>50</u>	<u>so</u>	\$43,786	\$6,084	
Contingency		\$2,663	\$2,663	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>		<u>\$0</u>	\$2,663	
TOTALS	\$132,181	\$5,533	\$137,714	\$24,581	\$57,714	\$15,303	\$16,168	\$113,766	\$23,949	

Project Cost Reporting

	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total	Notes
Pomo Lake Shed Project	Project (Complete									
Expenses (Capital Improvement)	\$6,219	\$3,291	\$3,443							\$12,953	
Contributions							-				
			To l	Date - Net Pro	ject Cost ->					\$12,953	
Pomo Lake Foot Bridge Project	Project (Complete			1		-				
Expenses (Capital Improvement)		\$1,034	1,632			1				\$2,666	
Contributions		\$565	\$2,100							\$2,665	
			To l	Date - Net Pro	ject Cost ->					<u>\$1</u>	
Pavillion (Pizza Oven) Project	Project (Complete									
Expenses (Capital Improvement)			\$11,930	\$389						\$12,319	
Contributions		\$1,300	\$3,210	\$415	1					\$4,925	
	-		Tol	Date - Net Pro	iect Cost ->					\$7.394	
Pomo Lake Park Sprinkler Project	Project (Complete					1				
Expenses (Capital Improvement)		1		\$5,038	1		1			\$5,038	
Contributions				\$0	[<u>\$0</u>	
			Tol	Date - Net Pro	iert Cost ->					\$5.038	
Duck House	Project (Complete					-				
Expenses (Capital Improvement)	Duck Ho	use was bu	ilt and inst	alled as an	Eagle Scout	t Project.					
Contributions	All expe	nses coverei	l by Donati	ons to the S	Scouts.						
			Date - Net Pro							\$0	
Pomo Lake Restoration	Project (On hold un	til after Bea	ch Parking	Lot Restor	ation Com	pleted.				
Expenses (Capital Improvement)			\$1,500	\$0		\$0	\$0	\$0		\$1,500	
Contributions			\$490	\$45		\$100	\$235	\$450	\$360	\$870	
			<u>To l</u>	Date - Net Pro	ject Cost ->					<u>\$630</u>	
Beach Parking Lot Restoration Pha-	se 2	l									
Expenses (Capital Improvement)			\$24,911	\$17,419	\$34,833	\$7,226	\$1,543	\$0	\$0	\$85,931	
Contributions	(\$3,570	\$10,325	5.690	\$2,962	\$3,570	\$721	\$1,775		
1	1	1	Tol	Date - Net Pro	ject Cost -> !	1	1	1		\$57,318	
				Date - Net Pro	······································	1	D				
Beach Road Restoration Project						1		\$117,852	\$43,786	\$161,638	
Contributions								\$2,285	\$735	\$3,020	
1			<u>To l</u>	Date - Net Pro	ject Cost ->	Ī				\$158,618	
		2017	2018	2019	2020	2021	2022	2023	2024		
Total Yearly Project Expenses		\$4,325	\$43,416	\$22,846	\$34,833	\$7,226	\$1,543		\$43,786		
Total Yearly Project Donations Net Yearly Project Cost		\$1,865 \$2,460	\$9,370 \$34,046	\$10,785 \$12,061	\$5,690 \$29,143	\$3,062 \$4,164	\$3,805 -\$2,263	\$3,456 \$114,396	\$2,870 \$40,916		
Net rearry Project Cost		\$4,400	\$39,090	\$12,061	\$29,143	\$4,104	-94,203	\$119,390	\$90,910		

Architectural Design Committee

2024 – 2025 Architectural Design Committee Annual Report

As has become the norm, new construction activity was very quiet this last year.

Construction on 1 home that was approved in prior years continues on Irish Beach Drive.

In 2024, 3 homes were approved: one on Sea Cypress, one on Noyo Way and one on north Navarro, with the latter one not planned to be built at the current time.

There has been a steady inquiry into building in Irish Beach via the Irish Beach ADC website (IrishBeachADC.com), but follow up with the individuals indicates that cost of construction usually ends their interest.

While new construction remains subdued, remodeling and maintenance of existing homes has been busy. Just this last year alone there were 28 Exterior mods reviewed and approved, an increase of 10 over the prior year period:

new garage/studio approved
new roofs
repaintings
residings/new windows
new or replacement decks &/or hot tubs
replacement storage shed

The committee remains staffed at 3, with another qualified person expressing interest in joining the

ADC in the upcoming year.

The ADC committee consists of the following members:

- RJ Dlal
- Tom Redenbach
- Peter Thorne

Pomo Lake Park

Current Status:

Over the last several years only minor improvements have been made to the character of the Park. Yearly maintenance of the furniture, cleaning and adding preservatives and the Pizza area. Removal of diseased and aging trees, grass cutting and fertilizing. Pomo Lake has largely been ignored. To comply with FEMA standards the vegetation on the earthen dam, mainly Coyote Brush (Baccharis piullaris) was cut back and piled at the base for burning in April. The Lake Bridge spillway and downstream creek vegetation, mainly Cattails, (Typha), needs to be removed, eroding measures should be put in place west of the Forest View Bridge. From the Lake Bridge to the Forest View Bridge Jesse and I, mainly Jesse, have reduced the vegetation and increased the water flow of the creek. The Lake Spillway stream needs to be reengineered to promote the proper flow of water during the rainy season. The coffer dam is nearly full of sediment blocking all but two of three culverts and reducing their diameters from half to one quarter. The sediment is being deposited at the Lakeside outflow, it's Dead Pool, north of the bridge.

Short Term Goals:

Maintain a healthy lawn, maintain steam and refurbish the picnic tables, the two bridges and benches and refurbish them with a preservative.

Long Term Goals:

Maintain the Park in a pristine condition for the Irish Beach Improvement Club Members and Guests. Add a structure or canvas cover that would join the two sheds and cover the contents within.

Gazebo Park

Current Status:

Most of the dying trees and some of the dangerous trees have been removed. The original Gazebo is in need of repair or replacement. The furniture has been removed, and the vegetation is mowed to reduce the fire hazard.

Short Term Goals:

Perform routine maintenance.

Long Term Goals:

Hire out to remove any hazardous trees, remove or repair the gazebo and add some picnic tables. Explore the idea of building a bridge connecting Pomo Lake Circle to the park to allow access from that parking area to the park.

Pomo Lake

Current Status:

Pomo Lake needs a significant amount of maintenance and rehabilitation. Rehabilitation is defined as a set of interventions designed to optimize functioning and interaction with their environment. The Geotechnical / Civil Engineering firm of LACO was consulted in April 2018 and their recommendations were in part addressed. In 2018 Parlin Fork Conservation Camp, a Department of Forestry and Fire Protection, was contracted to assist Volunteers to address the recommendations from LACO. The west face of the dam was brought into FEMA standards. The spillway was cleared of most of the vegetation restricting the proper outflow of the lake. But due to monetary restraints and a change in priorities other recommendations had to be delayed. Seven years have passed and many of those conditions must be addressed again. Pomo Lake had an estimated volume of 5 acre feet. A spillway is situated on the south side of the lake approximately 125 feet east of the dam embankment crest centerline. On the Northeast side a Buffer Dam, built in the 1970's, is in need of maintenance. Upstream has been filled in by sediment and vegetation and largely restricting the flow of water through the culverts. Sediment has built up in both the intake area and near the mouth of the Outflow stream. The Lake itself has not been fully drained and dredged since the 1980's.

On March 21st, 2025, I met with Angela Liebenberg, the Senior Environmental Scientist Supervisor and Jennifer Garrison, Senior Environmental Scientist Specialist for the State of California specifically Mendocino County at Pomo lake. We toured Pomo Lake and discussed the current vegetation problem, mainly azolla, mosquito fern. We discussed what conditions caused Pomo Lake to deteriorate into its present condition and what needs to be corrected to bring it back to its original state. We discussed various methods from mechanical to herbicides. They agreed that most all the problems would be solved and improved by repeating what had been done in the early 1980's. Draining the lake, removing the sediment built up, and correcting the downstream flow.

Short-Term Goals:

Following the recommendation of the *Pomo Lake Study*, written by Tina Fabula in October 2010, and the *Basis & Assumptions Used for the Maintenance Plan and Cost Estimates* written on April 14, 2015. IBIC should prioritize bringing the Lake up to FEMA standards. Following the 2017 Annual Report to the Membership IBIC should start with the most critical needs first. Because of the estimated cost of a total restoration project, it should be broken into several parts with the most critical need first. Susan Wills LACO Department Manager Civil Engineering was contacted several years ago and gave a rough estimate as to what the total cost of restoring Pomo Lake to its once pristine condition. IBIC should recontact her and ask for an estimate of what needs to be done to redesign the outflow to the Forest View. LACO Senior Engineer J. Erich Rauber, PE, GE, has been on site and is familiar with projects of this nature and could be hired to reengineer the slope of outgoing stream to facilitate the volume of water leaving the lake. The erosion west of the stream bridge could be addressed at this time. The next phase would be to address the inflow

at the eastern side of the lake by removing the buildup of material upstream of the cofferdam and repairing the culverts. Phase three would be to drain the lake and dredge the accumulation of sediment the has occurred over the last 50 plus years. Purchase another bench from Parlin Fork Conservation Camp to be placed along the dam, west of the lake.

Long Term Goals:

We are currently revisiting our long-term goals for Pomo Lake Park with a renewed commitment to both community involvement and environmental stewardship. As we begin the process of redeveloping a comprehensive plan for Pomo Lake, we are actively seeking input from the members of our community to ensure that the future vision reflects the needs and desires of the membership.

At the same time, we recognize our responsibility to maintain and enhance the natural beauty and ecological health of the park and lake. Your voice is essential as we shape a plan that honors both the recreational and environmental value of this cherished community resource.

Beach Road & Parking Lot

Beach Road Repairs & Enhancements:

In 2024, the retaining wall on Beach Road was redesigned and repaired, and the upper road was fully repaved. All necessary repairs along Beach Road have now been completed, and Redwoods have been planted in designated areas to help with erosion control.

Gate System Upgrade:

The gate armature was replaced, and a new card reader was installed. While there were some initial growing pains with the new system, the upgrade has ultimately provided a more seamless and reliable entry process.

Beach Access Maintenance:

The beach trail continues to be regularly maintained and cleared after each storm to ensure our community retains access to the beautiful Irish Beach.

Social Committee

The Social Committee was very active in 2024!

IBIC sponsored three events in 2024, including an Adult Egg Hunt, 4th of July Pizza Party, and the Annual Picnic. All events generated great attendance, especially the Annual Picnic, which was the most attended IBIC event since 2018, with 91 members. IBIC also invested in catering equipment to better serve our members.

Another great event organized by Irish Beach residents was the Trick or Trunk, which is getting more popular every year, with an estimated 110 guests. While not an IBIC event, it was a wonderful community gathering, and IBIC supports community engagement that brings all residents and others together.

The IBIC Board would like to thank all the volunteers who have donated their time to help during all social gatherings. They make up our Board, our Architectural Design Committee, our LOGO store, and everyone who helps with social functions.

Consequently, if IBIC members do not volunteer, then IBIC does not exist

Membership, Website & Logo Store

Membership

At the end of 2024, IBIC's membership consisted of 158 private members and 42 business members. *As of April 18, 2025, IBIC has 133 private, and 39 business paid memberships. This data will be updated for the May 4 meeting.*

Website

It allows members to pay dues online and to make purchases from our LOGO Store as well as providing general information. Our website has been operated by Director John McGehee.

LOGO Store

In 2024, the LOGO Store generated a total of \$1441.00 which was up by 26% from 2023.

The IBIC Board would like to thank Vera-Lee Kaiser for taking the lead in handling and replenishing the LOGO Store.

CC&Rs

The Irish Beach Improvement Club – A Shared Vision for Our Community

The Irish Beach Improvement Club is a unique organization, and our Codes, Covenants, and Restrictions (CC&Rs) were created as part of the original vision for the Irish Beach subdivision—to help preserve the natural beauty of our surroundings and protect the scenic views we all value.

These CC&Rs represent a shared agreement among neighbors—a commitment to being mindful of how our choices impact one another. While they help ensure that many homes enjoy beautiful ocean views, they also encourage us to be thoughtful about maintaining those views for our neighbors.

We understand that sometimes a homeowner might have their own perspective or plans, and those ideas might not always align with the CC&Rs. Rather than seeing this as conflict, we see it as an opportunity for communication and collaboration.

Our goal is to foster a positive, respectful environment where issues can be resolved without conflict. Of course, if other approaches don't work, the Club does have tools it can use to encourage resolution, such as changes to "Good Standing" status and temporary suspension of privileges like beach gate access. But ideally, we never need to go that far.

Let's continue building a community where we all support one another—and work together to protect the things that make Irish Beach so special.

Year In Review

As we reflect on 2024, the past year has been one of meaningful progress and renewed community engagement. We finalized the significant work along Beach Road and continued to maintain and improve the valuable assets of IBIC.

On the governance front, a comprehensive review and successful revision of the organization's bylaws marked a key milestone. These updates reflect our evolving needs and position us for stronger governance going forward.

Two new committees were also formed to address specific areas of interest. The newly established Finance Committee now provides oversight and support for budgeting, reserve planning, and financial transparency. Meanwhile, the Short-Term Rental (STR) Relations Committee was created to foster communication and develop thoughtful policies related to STR activity in our community.

Several policy updates were also enacted in 2024. The Beach Gate Pass Policy was revised to ensure more effective and secure access to community areas, while the Membership Dues and Initiation Fee Policy was updated to provide clarity and long-term financial sustainability.

Finally, the community came together for a variety of events throughout the year. These gatherings were well attended and widely enjoyed, reinforcing the sense of connection and shared stewardship that defines our neighborhood. From infrastructure improvements to community building, 2024 was a strong year for our organization— and we look forward to continuing that momentum in the year ahead.

Thank you,

IBIC Board of Directors

IBIC Board Member Conduct Policy Proposed 3/6/2025

Purpose:

This policy establishes expectations for the professional and ethical conduct of board members in meetings, email communications, and interactions with the membership. The goal is to promote respect, transparency, and accountability in all organizational affairs.

General Conduct Expectations

- 1. Board members shall act in the best interests of the organization and its mission, upholding fiduciary duties of care, loyalty, and obedience.
- 2. Conduct shall always be professional, respectful, and consistent with the values of the organization.
- 3. Confidentiality of board discussions and sensitive matters must be maintained at all times.
- 4. Conflicts of interest must be disclosed, and board members shall recuse themselves when appropriate.

Conduct During Meetings

- 1. Board members shall come prepared, having reviewed necessary materials in advance.
- 2. Discussions should be focused, respectful, and constructive, avoiding personal attacks or disruptive behavior.
- 3. All board members shall be given a fair opportunity to speak, and dissenting opinions should be respected.
- 4. Decisions made by the board, even if not unanimous, must be supported publicly by all board members.
- 5. Disruptive or inappropriate behavior, including personal attacks or excessive interruptions, will not be tolerated.

Conduct in Email and Written Communications

- 1. Emails and written communications must be professional, clear, and concise.
- 2. Personal attacks, inflammatory language, or unprofessional discourse are strictly prohibited.
- 3. Board-related emails should be used for official business only, avoiding excessive or unnecessary correspondence.
- 4. Sensitive or confidential information should never be shared outside the board without proper authorization.
- 5. Board members should respond to emails in a timely and respectful manner.

Interactions with Membership

- 1. Board members shall engage with members in a respectful, transparent, and professional manner.
- 2. Personal opinions must be clearly distinguished from official board positions when speaking with members.
- 3. Concerns or complaints from members should be acknowledged and appropriately referred to the board or relevant committee.
- 4. Board members should avoid engaging in public disputes or social media conflicts regarding board matters.
- 5. Members should be encouraged to participate in organizational governance through appropriate channels.

Enforcement of This Policy

- 1. Violations of this policy may result in warnings, removal from meetings, or other disciplinary actions as outlined in the organization's bylaws.
- 2. Consistent violations may result in removal from the board, subject to due process and organizational rules.
- 3. The board may establish procedures to address conduct concerns in a fair and objective manner.