

Irish Beach Improvement Club

*A Not-For-Profit Community
Service Organization*



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Manchester, California 95459
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Parks, Recreation & Private Gated Beach Access

Membership Policy Compilation

Compiled 1/27/18

Membership, Dues & Initiation Fee Policy (r6)
Revised January 27, 2018

The purpose of this Policy is to set standards regarding IBIC membership including initiation and dues requirements. The IBIC Board of Directors will update this policy as required to reflect annual dues and initiation fee adjustments (increases/decreases).

Definitions:

Private Membership

Those members who own property in Irish Beach for their personal use and do not rent the property to others or otherwise derive income from their property dependent on IBIC Membership.

Business Membership

Those members who derive income dependent on IBIC membership from the use of their property. Such sources of income include but are not restricted to, weekend rental and long-term permanent rental of their home(s). This does not include those members who do home businesses, such as arts or crafts for sale that do not depend on or relate to IBIC Membership.

Member in Good Standing

IBIC members must continue to be a "member in good standing" to be eligible to enjoy all the privileges of IBIC membership. That includes:

- Continued ownership of property within the Irish Beach Water District
- Payment of all current IBIC dues and assessments
- Compliance with applicable IBIC Policies
- Maintenance of their qualifying property in accordance with County of Mendocino requirements, Architectural Design Committee Design Guidelines, and the Irish Beach Subdivision CC&Rs

Notes:

- One membership is **not effective** for two properties. Separate memberships are required for each property a member wants to have **Beach Road access or other IBIC privileges**.
- Members who rent their homes out **but do not grant the renter(s) Beach Road access or other IBIC privileges**, are considered Private Members, not Business Members

Dues & Initiation Fees:

1. The Irish Beach Improvement Club Initiation Fee and dues for the 2018-2019 membership year are:
 - Initiation Fee \$450
 - \$300 for Private Membership
 - \$450 for Business Memberships.
2. IBIC Membership year is from April 1 through March 31.

3. The billing/payment schedule is:

- January IBIC Board Meeting - IBIC Board of Directors determines annual membership dues –
- February 1 – Transmittal of the Dues Billing to Members
- April 1 - Dues due date
 - 10% late payment penalty applies after April 1
- May 1 - Dues are considered delinquent
 - Loss of eligibility to vote at annual meeting (dues must be paid 1 week prior to the annual meeting for members to be eligible to vote on items before the general membership)
- May 31 - If dues are not paid, membership is terminated
 - Beach Gate Passes are deactivated
- June 30 – Initiation fee forfeited and new initiation fee required to reactivate membership.

4. Membership dues are prorated for the number of months remaining in the membership year from the date a new member joins IBIC beginning 2 months after the start of the Membership year (May 31). The policy to prorate dues only applies to eligible property owners who have never been an IBIC member previously.

5. Dues may be adjusted annually as required for inflation and operational and maintenance expenses as determined by the Board of Directors. Dues increases are limited to a maximum of 20% greater than the previous year. Dues increases greater than 20% in any one year require the majority vote of the IBIC membership.

6. Initiation fees are normally reserved for Capital Improvements as determined by the Board of Directors. Initiation fees are adjusted annually as required for inflation and a prorated share of capital improvements performed in the previous year as determined by the Board of Directors. Since Capital Improvements benefit all eligible properties, both IBIC Members and non-members, and IBIC Members have already contributed to Capital Improvements and non-members have not, it is fair to include a prorated portion of the added value of Capital Improvements in the initiation fee for those properties who have yet to join IBIC. Proration shall be determined based on the total percentage of eligible properties who are not yet IBIC Members.

General Policies:

1. Eligibility for IBIC membership is the ownership of a property within the Irish Beach Water District. Only one membership may be granted for each property owned by a person or persons.
2. Initiation fees and dues for the remaining part of the member year are required when an eligible property owner initially applies for membership. Initiation fees are required to reinstate memberships when a membership has lapsed or has been terminated for any reason.

3. Applications for IBIC Membership must be approved by a member of the IBIC Board of Directors prior to acceptance.
4. Renters (weekend or full time) of Business Member properties are considered guests of members and may use IBIC facilities and Beach Access. It is incumbent on the Business Member to provide a Beach Road gate card to the guest. IBIC will not issue Beach Road Gate access cards directly to a renter unless directed so by the member at the member's expense in accordance with the gate pass policy.
5. A member who fails to keep their IBIC Membership in Good Standing is considered delinquent and, as applicable, they may be subject to loss of membership privileges, late fees, and termination as reflected above. The Board of Directors will review all such cases at regular Board meetings. Membership termination for any other reason than failure to pay IBIC Membership dues requires IBIC Board of Directors approval.

When the Board of Directors votes to terminate a membership, the member shall be provided a written notice of termination stating the reason for termination and a 90 day grace period to correct the causes for termination. Terminated members will be requested to return any IBIC property such as beach gate passes. Regardless if returned or not, beach gate passes assigned to terminated memberships will be deactivated. A terminated member who qualifies for membership may re-apply as a new member and be granted membership with the payment of an initiation fee and dues and correction of existing causes of termination. Proration of dues is not available for eligible property owners who fail to keep their membership current.

6. Members may request that their membership be placed on a leave of absence at any time. No IBIC dues are required for members on a leave of absence. Beach Road gate passes must be returned when a member requests a membership leave of absence. If not returned all such cards will be deactivated (reactivation fee applies). When a member desires to reactivate their membership, their Beach Gate cards will be returned and full membership privileges reinstated upon notification of IBIC and payment of current dues. Proration of dues is available to members who have been granted a leave of absence.
7. From time to time the IBIC Board of Directors may conduct membership drives and for a limited period of time waive or modify any provision of this policy.
8. Copies of this policy and any other policies that impact membership shall be provided to all new members and annually to all members concurrently with membership dues notices. Payment of dues signifies the IBIC Member's agreement to all membership policies.

IBIC Membership Transfer Policy (r1)
Approved January 27, 2018

Qualification for IBIC Membership

Irish Beach Improvement Club (IBIC) is a Not-for-Profit Mutual Benefit Corporation located in Manchester, California and primarily within the Irish Beach Subdivision. IBIC is supported solely by member dues. While IBIC is not a Home Owner's Association (HOA) and membership is voluntary, it performs many of the same functions as an HOA. IBIC has approximately 7 acres of park, picnic, lake and recreational property within the Irish Beach subdivision as well as a private gated beach access road. These facilities are for the sole use of the IBIC membership. Property owners within the Irish Beach Subdivision and the Irish Beach Water District may become members of IBIC after paying an initiation fee and appropriate dues. Irish Beach property owners who become IBIC members must continue to be a "member in good standing" to enjoy all the privileges of IBIC membership. That includes:

- Continued ownership of Property within the Irish Beach Water District
- Payment of all current IBIC dues and assessments

- Compliance with applicable IBIC Policies
- Maintenance of their qualifying property in accordance with County of Mendocino requirements, Architectural Design Committee Guidelines and the Irish Beach Subdivision CC&Rs (see note).

IBIC Membership Transfers

1. IBIC memberships are linked to a qualifying property. IBIC memberships are automatically transferred, at no cost, to successor family members if the property is transferred to a family member by the IBIC member or to an estate or a member's heirs upon the member's death.
2. IBIC memberships are terminated when IBIC member's sell their qualifying Irish Beach property.
3. IBIC memberships in good standing are allowed to be transferred by a former owner, their heirs or estates to a successor owner upon sale of their qualifying Irish Beach property. Such transfers must be requested in writing by the former owner within 30 days of the close of escrow of their qualifying Irish Beach property. All transfers must be approved by a member of the IBIC Board of Directors.
4. All the benefits of dues, initiation fees and assessments actually paid for the membership year will be transferred to the new owner as well as the Beach Road gate passes held by the former owner.
5. Beach Road Gate Passes must be accounted for at transfer. There will be no fees for transfer of Beach Road Gate passes, however, unaccounted gate passes will be considered lost and deactivated in accordance the IBIC Beach Gate Pass Policy. Fees for new gate passes will be as required for lost gate passes.
6. A Transfer fee of \$100 is required to be paid.
7. If former owners do not request transfer to new owners, new owners may join IBIC in accordance with the current Membership Application, Dues, and Initiation Fee Policy.

Ref:

1. Article II, Section IV, Irish Beach Improvement Club Bylaws (7/22/2006)
2. Membership Dues, and Initiation Fee Policy r6 (1/27/18)
3. Beach Gate Pass Policy r1 (4/22/17)

Note: Properties within the Irish Beach subdivision are subject to the Irish Beach Architectural Design Committee (www.irishbeachadc.com, IrishBeachADC@gmail.com, or (707)353-0453) for copies of applicable CC&Rs and assistance with the architectural design guidelines

IBIC Parks and Beach Use Policy
Effective 10/22/2016

Background:

IBIC is a Private Non Profit Club. Our facilities are paid for and for the exclusive use of our members, their guests, and friends. Use of IBIC's Beach Road access and Park Areas are the main reason we support IBIC with our dues and participation. As a side benefit, IBIC Beach Access and Parks increase the desirability and value of our homes and property.

We are insured for normal use by members. There are limits to what we can do and not do and maintain our insurance. We collect dues from members to pay for the maintenance and upkeep needed for normal use by members. Again there are limits to what normal use we fund out of our membership dues.

Definition:

- *Event:* "Any activity of an athletic or sport, or entertainment nature of "limited duration" that you manage, operate, or sponsor including, but not limited to, a carnival, circus, concert, contest, demonstration, exhibition, fair, game, match, parade, race, rodeo, show stunting activity, or theatrical performance." Ref : Nautilus Insurance Company, Commercial General Liability, Endorsement, Exclusion

Discussion:

So what does this mean? It means that IBIC is not insured for events, as defined above, and must get a special insurance rider for anything included in that exclusion. It would be safe to say that anything that we charge an entry fee for and/or is open to the general public would be defined as an event and require additional insurance coverage.

All normal use of IBIC facilities are not events by this definition and would be normally covered by our insurance. Typical activities that IBIC is covered for include, but are not limited to: Picnics, birthday parties, weddings, hiking, walking, BBQs, and similar type of recreational activities by or sponsored by members of IBIC. These activities are what the Parks and Beach Road are for. In other words, our annual IBIC Member picnic is not an event by this definition. If we want to have a sing along or music in the park and hire musicians for the enjoyment of members, it is not an event under this definition.

Policy:

1. Any size gatherings of members are not restricted and no user fees are required.
2. All gatherings within, or on, IBIC facilities must be sponsored by a member. Casual use by renters is allowed, as renters are considered friends or guests of members. Any large gatherings by friends or guests of members must be sponsored by a member and follow these guidelines.
3. If a member desires to have a private gathering that other members are restricted from, such gatherings require prior IBIC Board approval.
4. Usage by IBIC members for large gatherings of over 50 people at which most attendees are not IBIC members are permitted, but the sponsoring member will be required to make a refundable deposit to cover any damages, and may be required to pay a usage fee to cover the additional costs of cleanup, garbage collection, port-a-potty servicing, etc.. Such usage fees will be set by the IBIC Board of Directors. Proof of insurance naming IBIC as Additional Insured may also be required depending on the circumstances.
5. *Events*, as defined above, or activities which require an entry fee for attendance, are prohibited in IBIC facilities. Such events may be allowed if specifically approved by the IBIC Board of Directors and accompanied by an agreement for such usage which includes applicable fees, proof of insurance naming IBIC as Additional Insured, and other terms and conditions. All expenses are to be borne by the requestor.

Beach Gate Pass Policy
Revised January 28, 2017

Allowed Gate Passes

- Members
 - 1st Gate Pass Free with Membership
 - 2nd Gate Pass \$15 – one time charge
 - 3rd Gate Pass \$50 – one time charge
- First Responders – Free Gate Passes as requested for Beach Road access:
 - Mendocino County Sheriff
 - California Highway Patrol
 - Redwood Coast Fire District
 - Coast Life Ambulance
 - Cal Fire
- Irish Beach Water District and utility services (PG&E, Garbage pickup, etc)
Free Gate Passes as requested for Beach Road access.
- Free Gate Passes as requested for family member access to their home or property located on the Beach Road. This applies to property owners who own a home (or property) located on the Beach Road and Beach Road use is required to access their property.

All other requests for Beach Gate Passes require approval of the IBIC Board of Directors.

Gate Pass Deactivation

- Gate passes not accounted for in the bi-annual inventory / audit shall be deactivated 6 months from the date of the mailed request of gate pass verification.
- Gate Passes shall be deactivated upon lapse of IBIC membership for any reason (eg: non-payment of dues).
- Gate Passes shall be deactivated within 30 days of eligible property sale unless the new owner has become an IBIC member and the gate pass has been assigned to the new owner by IBIC.
- Reactivation fee \$15 – Charged for gate passes deactivated for cause.

Bi-Annual Audit

- A Gate Pass inventory / audit will be conducted once every two years, such audits will consist of requesting IBIC members to verify and report the gate pass identification numbers in their possession for comparison to IBIC records. Such audits will be conducted in conjunction with the annual Membership dues billing and require members to submit their gate key numbers with their payment.
- Gate passes not accounted for in the bi-annual inventory / audit shall be deactivated 6 months from the date of the mailed request of gate pass verification.

Replacement Gate Passes

- Replacement of user / member card
 - \$15 for a damaged card with the return of the old card, one per year limit.
 - \$50 with the return of the old card for any additional cards replaced per year
 - Replaced cards will be deactivated at the gate
- Lost card
\$50 one time charge and the old (lost) card will be deactivated at the gate.
- Replacement of a card not returned is treated as a lost card.

Not Retroactive

- Limits to the number of gate passes stated above are not retroactive to already issued gate passes to members in good standing. Members with more than the limit of 3 gate passes issued prior to this policy may keep those passes. However, IBIC will not replace lost or defective gate passes over the 3 pass limits outlined above without IBIC Board Approval.

IBIC Member Privacy Policy.
Effective 4/22/2017

It is the policy of the Irish Beach Improvement Club (IBIC) to protect all member personal information. Membership personal information is for IBIC's use only and conforms to California Law regarding nonprofit mutual benefit corporations. IBIC will not share member personal information with non-members for any reason without express written consent of the member.