

Protocol board meeting BMHOA 2024-12-08

Meeting Date:

2024-12-08

Time:

Swedish: 10:00 – 11:30

Thai: 16:00 – 17:30

Location:

Teams

Attendees:

Suzanne Lundström (SL), Chair,
Ola Andreasson (OA), Vice Chair,
Maria “Mia” Lind (ML), Secretary,
Janet Bolinder (JB),

House 124/00 +46702996505

House 124/23 +46702469303

House 123/23 +46762095152

House 125/13 +46707811401

(Thai no +66871272395)

House 124/01 +46706590680

Jörgen Hedlund (JH),

1. Approval of Agenda

The agenda was approved.

2. Previous Minutes

The previous minutes were approved via email.

3. Maintenance and Operations

Pool 1 and Freshwater Pumps - Step 1

Feedback from the Supervisor indicates that the work is proceeding as planned, with the hope that the pool and water pumps will be operational by December 25. Som 1 has done an excellent job negotiating with suppliers in favor of BMCL. Daily discussions are ongoing to try to bring forward the set deadline.

Step 2, relocating the service space to a separate building above ground, will take place in 2025, meaning the work will be handed over to the next board.

Insurance: The Supervisor, in consultation with the board, is investigating the possibility of insuring the electronics, pumps, and Pool 1.

Attachment 1: Summary from the Supervisor about ongoing work.

The board has been contacted by a homeowner who suggested that Pool 1 should be operational earlier than the planned timeline. However, after consulting with the Supervisor and handyman, it was concluded that an earlier launch is not feasible. This decision is based on the fact that water quality cannot currently be guaranteed, which could pose a health risk for swimmers. Therefore, the board will follow the original plan for Pool 1's operation.

Drainage

BMCL faces three main drainage-related challenges:

- **Area outside the main entrance:** The landowner has not implemented the expected measures for proper stormwater management, and there are deficiencies in the work

done. Additionally, a previous ditch/pond has been filled in and reduced in size, making water collection more difficult and increasing the risk of flooding.

- **Ditch outside Seebreeze:** A new landowner has filled BMCL's outlet with soil, resulting in the lack of a functional drainage system. Immediate action is required.
- **Internal drainage problems:** BMCL's internal system is being mapped to identify bottlenecks and issues. The board plans to send out a survey to gather information from homeowners about their experiences with stormwater and sewage.

To address the issues at the main entrance, the board, in consultation with the Supervisor, has developed a two-step plan:

- **Step 1:** Document the affected areas with photographs and contact the landowner via letter, demanding immediate action to prevent serious consequences during the rainy season.
- **Step 2:** If no response or action is taken within four weeks, the board will contact the municipality and arrange a meeting with Tessaban to clarify the scope of the issue and seek support.

Meanwhile, the board and the drainage reference group continue to work on a long-term plan to ensure more effective drainage. The possibility of connecting to a larger drainage system is also being explored, with contacts at Tessaban identified.

Waste Room

The board assigns SL and OA to review and implement measures to install a roof over the waste room and determine which waste sorting bins should be placed there. A meeting with Mr. Keng is scheduled for December 9 to obtain an offer and timeline. If the offer is around 85,000 Baht, SL and OA will be authorized to begin the work. The group will also review and provide information on waste sorting and handling. The project will be funded by the BMHOA association.

4. Finance

The Treasurer continues working on reviewing the invoice handling and invoice format in consultation with the supervisor and accounting firm. The current structure is linked to a larger Excel spreadsheet with several significant documents, requiring further coordination between all units. The work will continue into 2025 with the goal of clarifying invoices and improving the information provided regarding the services homeowners request from the Handyman.

5. Communication

Voting

The annual mailing and operational plan were sent out on November 15, in accordance with the bylaws, and are also available on the website under the voting section.

On December 7, the voting link was sent to homeowners, and the voting will be open until December 19 as per the bylaws.

Newsletter #7 included supplementary and corrective information regarding roles, responsibilities, the nomination committee, and auditors.

Annual Meeting 6/1

A plan and thoughts for the meeting are in place. ML and SL will collaborate and discuss the setup with the new chairman.

Contacting the Board - Accessibility

- Homeowners are encouraged to contact the board via the "Contact the Board" function on the website, rather than contacting individual board members directly.
- The board clarifies that day-to-day operations and communication with homeowners are handled through the office, Supervisor Som 1, and Customer Service Som 2. This applies to ongoing projects, operational and renovation works as well.
- The board is responsible for regularly publishing newsletters, updating the website with relevant documents (such as minutes from board meetings), sending annual mailings/operational reports, organizing digital homeowner meetings via Teams, conducting votes, and following the timeline in the bylaws.

6. Miscellaneous

Sanuk

- The vote regarding a new contract with Sanuk has been completed, and the outcome shows a majority in favor of signing a new three-year contract. The agreement will now be signed by the BMCL CEO, and the Supervisor is responsible for implementing this.
- Previous exceptions for certain houses remain. In the case of a change in ownership, these exceptions will no longer apply to the new homeowner. No new exceptions will be granted.

Pest Control

For the common area, the area has contracted PT Pestcontrol at the same price as in 2024. Several houses in BMR have been affected by termites over the years. It is highly beneficial for all houses to undergo termite treatment, and the board strongly recommends that all homeowners proceed with pest control.

Two suppliers to choose from: Home Bug and PT Pest Control are reliable pest control providers. It is up to each homeowner to choose a supplier. The suppliers use different methods for pest control.

The Supervisor is currently negotiating the best price and will soon release new information for 2025, which will also be posted on the website under additional services.

Cleaning Services

The Supervisor has been tasked with negotiating prices for 2025 and reviewing the routines and handling of laundry services.

Additional Services

Once all prices are negotiated, the additional services for 2025 will be updated on the website. This task will be reviewed and implemented by the new board.

Nomination Committee 2025

The Nomination Committee for 2025 includes two new candidates: Tommy Lundström and B-O Larsson, who are included in the voting.

Building Permits

123/9 – A building permit application was made, which the board denies. On November 25, the board received new information regarding BMCL's drainage situation, which is highly strained. The board will not approve new septic tanks or new inflows that would burden BMCL's drainage system. The area has a significant need to secure both internal and external drainage. Work is ongoing and will continue to be a priority in 2025.

Color Choice

All houses painted in a color different from what is stated in the "Regulations for Approval of Building Permit Applications" must be restored to an approved color.

The following colors can be used regardless of house type:

- Jotun Sand 8112 – e.g., Praisawan
- Jotun Yellow 1123 – e.g., Amarin
- Jotun White 000 – e.g., Amarin, Benjaron

The documentation is available both in Swedish and English on the website, and it is the homeowner's responsibility to obtain information and approval from the board before taking any action. The board is currently in discussion with two houses that have painted their houses in unapproved colors.

Staff

SL has a meeting scheduled for next week. The board identified in 2024 that the previous supervisor made an independent decision to give all staff 17 days off during holidays, which was not discussed with the board. By law, staff are entitled to a minimum of 13 days off for Thai holidays. The goal is for the staff to have 13–15 days off starting in 2025, instead of the current 17 days. A salary review will also take place, with the aim of linking salary to performance.

Work on the organizational review is ongoing. The importance of clarifying roles, responsibilities, and routines for 2025 is emphasized, as well as ensuring that the BMCL office better meets homeowners' needs. The importance of communication between homeowners and the BMCL office needs to be prioritized, along with teamwork within BMCL and a cross-functional work approach.

Security Guards' Uniforms, High Season

New, more formal security uniforms have been ordered and approved by the security staff, and they are expected to be delivered around December 22.

Closing, Handover

SL thanked all board members for their work during the past year and for the good teamwork. After the restructuring in March, the board has not been at full capacity, which has presented challenges and increased the workload for the existing members. Despite this, the collaboration has been successful and educational, with everyone contributing with good attendance and willingness to work. The board members, in turn, thanked SL for her efforts. A handover will take place between all outgoing and incoming board members. The importance of continuing to develop a learning organization is emphasized in this work. OA and JH have indicated they can participate in a handover meeting to facilitate the process.