

LAKE MINTERWOOD BEACH CLUB
P.O. Box 311, Vaughn, WA 98394

2017 Annual Meeting Minutes

Key Center Fire Station Saturday, April 8, 2017 7:00 p.m.

1. **Call to order** President Robyn McGilvrey called the annual meeting of the Lake Minterwood Beach Club membership to order at 6:57 pm. Robyn asked other current trustees present Rita Cornella, John Baxter, Barbara Temple-Thurston, David Dowling, Robin Harvey, Ellie Klauminzer, Judy Scott, and Chris Hogeberg to introduce themselves and state their current roles on the Board of Trustees. A quorum was met by members present in person or by submitted ballots. The annual meeting adjourned at 8:42 pm.

2. **Reading and approval of Minutes of the last LMBC Annual Meeting held April 16, 2016.**
These mailed to members in June 2016 and posted on-line at 4LMBC.org. Bob DeLaney moved that minutes of the 2016 Annual Meeting previously approved by the board of trustees be accepted as published and not read at this meeting. Ellie Klauminzer seconded. Passed unanimously.

3. **Introduction of members running for election to the Board of Trustees.**

LMBC members Rita Cornella and Chris Hogeberg expressed their interest in continuing to serve the Lake Minterwood community as a trustee. Don Thomson introduced himself and expressed his willingness to serve. Further information about the candidates had been mailed to members in early April, 2017.

4. **Financial report and presentation of budget proposed for FY 2017-2018 (Aug.1, 2017 - July 31, 2018)**

The trustees presented a financial report covering the last completed fiscal year (Aug. 1, 2015 thru July 31, 2016), the current fiscal year (Aug. 1, 2015 through Feb 28, 2016), and the proposed budget for Aug. 1, 2016 thru July 2017. This budget information and comments thereon were mailed to members in early April, 2017 prior to the meeting. Additional comments follow.

LMBC's operating budget is based on dues. The operating budget is conservative in that it does not include any additional income that might be received from property transfer fees, ACC fines, interest, etc. as there is no certainty any such funds will be received. If all 268 lots paid their \$240 current dues, yearly income would be **\$64,320.00**, the budgeted amount. However, in FY 2015-16, only **\$63,497.02** was actually received. **For the coming 2017-18 fiscal year, the proposed budgeted income is \$64,320.00, while the proposed expense budget is \$69,193.00. Anticipated extra expenses are due to deferred dam maintenance, as well as increased fees for bookkeeping, utilities, legal matters, garbage, property and liability insurance. Dues remain the same at \$240 /lot/year.**

LMBC's current financial status as of MARCH 31, 2017 is shown below.

<u>ASSETS</u>	
<u>CHECKING</u>	\$ 1695.89
<u>SAVINGS</u>	
RESERVES SAVINGS	\$43,488.66
RESERVES SAVINGS IN MONEY MARKET	\$27,638.04
OPERATING FUNDS FOR FY 2015-2016 IN MONEY MARKET	\$37,294.56
NEW HOMES CONSTRUCTION SURETY BONDS	\$4000.00
MONEY MARKET SAVINGS FOR FY 2017-2018	\$78.86
TOTAL SAVINGS	<u>\$108,500.12</u> <u>\$ 108,500.12</u>

<u>SAVINGS + CHECKING</u>	\$ 110,196.01
ACCOUNTS RECEIVABLE	\$ 32,506.01
<u>TOTAL ASSETS</u>	\$142,702.02
<u>LIABILITIES</u>	
CONSTRUCTION BONDS	\$ 4000.00

Remaining funds for the current year are \$38,990.45 (\$37,294.56 in LMBC's money market account at US Bank and \$1695.89 in our checking account). Throughout the year, funds from the current FY money market account are transferred into the checking account as needed to pay expenses. LMBC's reserves currently total \$71,126.70 comprised of \$43,488.66 in a certificate of deposit with Union Bank and \$27,638.04 in LMBC's US Bank money market account. In today's economy, interest rates on money market accounts and CDs are low.

When a new home is built in Lake Minterwood, the builder posts a \$1000 construction bond with the LMBC to ensure the project is completed as approved by LMBC's Architectural Control Committee. The LMBC earns interest on these construction bonds. Upon satisfactory completion, the bond is refunded to the owner. Thus these bonds are also listed as a liability on the chart below.

The amount in accounts receivable is owed by LMBC members for back dues, interest, lien charges, or ACC charges, and dissimilar to prior years. Liens have been placed on properties owing more than one year's back dues.

FINANCIAL HIGHLIGHTS

ACCOUNTANT REVIEW OF LMBC FY 2015-2016

"The financial reports are fairly presented for the fiscal year in conformity with standard accounting procedures."

"No evidence of missing, misappropriated, or mishandled funds."

"Examination did not disclose any significant weakness in record keeping procedures."

OTHER FINANCIAL SAFEGUARDS

Two signatures are required on each LMBC check.

Trustees review all expenditures at each monthly meeting.

OTHER FINANCIAL MATTERS

- **Book keeping cost increased.** Greater workload caused by dues payment plans and property transactions has meant increased compensation at a more competitive rate for our bookkeeper.
- **Continued payment plan options.** Members can avoid liens by setting up payment plans to spread out dues payments. Several members are doing this. It does cause more work for our bookkeeper.
- **PayPal option available on LMBC website.** Members can pay charges with debit or credit cards thru PayPal and several have.
- **LMBC MASTERCARDS** continue to be used for LMBC purchases. These are useful for larger purchases. Formerly, trustees had to pay out of their own pockets and wait to be reimbursed.

5. Call for Ballots and Vote Results President Robyn McGilvrey called for ballots. Secretary Rita Cornella advised that from the ballot/proxy votes already in hand. It was obvious that Rita Cornella, Chris Hogeberg and Don Thomson had been elected as trustees and that the proposed budget was approved. LMBC members Linda DeLoughery and Shareen Desimone would count and certify the ballots following the year's review.. **The certified results were: LMBC members Rita Cornella, Chris Hogeberg and Don Thomson were unanimously elected trustees to serve 3-year terms ending in April 2020. LMBC's operating budget for FY 2017-2018 was unanimously approved.**

6. Review of the past year The trustees gave a power-point presentation of highlights of the past year, each speaking to their particular areas of responsibility. The word charts are condensed and included herein.

ADMINISTRATIVE HIGHLIGHTS

- Newsletters are placed on-line at LMBC's website, 4LMBC.org
- Members are notified by postcards when new newsletters are posted
- LMBC'S Website maintained by Rita Cornella. Thanks, Rita!!
- Website has:
 - LMBC Documents: Covenants, Bylaws, Community Rules and Fishing Rules
 - LMBC Board Meeting Highlights are posted monthly
 - Newsletters and flyers
 - LMBC Forms: ACC Form, Reserve Facilities Form
 - Neighborhood Walking Map
 - PAYPAL facility for paying dues
 - Nuisance Animal Affidavits, Pierce County Responds Information

ARCHITECTURAL CONTROL COMMITTEE HIGHLIGHTS

In CY 2016, the ACC received 35 requests for approval of projects ranging from new home construction, to fencing, tree removal, re-roofing and shed building. The vast majority of those requests were approved within one or two days or less!. Those taking longer generally involve new construction or time needed to arrange a meeting with the property owner. Lake Minterwood has few remaining buildable lots. Any fines for ACC infractions must be approved by the board of trustees, not just the ACC.

- RECEIVED 2016/2017 35
- RECEIVED IN CY 2015 28
- RECEIVED IN CY 2014: 29
- RECEIVED IN CY 2013: 28
- RECEIVED IN CY 2012: 31
- RECEIVED IN CY 2011: 3
- RECEIVED IN CY 2010: 29

SECURITY HIGHLIGHTS

- Ongoing coordination with Sheriffs regarding vandalism, vehicles parked long-term, speeding, drugs. 2015-2016 FY Security shows over budget due to extra security on 4th July holiday.
- Victims and witnesses must try to get license plate numbers and report incidents to 911 or sheriff as soon as possible.
- LMBC provides monthly update notices to sheriffs of vacant properties, seasonally occupied properties
- Continued tow away arrangements with Town and Country Towing 253/ 858-3255
- Minterwood vehicle permits have been implemented. Members get two passes per household to place in their car windows when parked at the beach, dam, or other Minterwood property. This will help identify poaching, etc.
- FOR EMERGENCIES: DIAL 911 FOR NON-EMERGENCIES: SHERIFF, 798-4721, OPTION 1

WELCOMING AND GOODWILL HIGHLIGHTS:

- Sponsored EnviroCorps to pickup litter along Key Peninsula Highway adjacent to Lake Minterwood PO. We were not billed for FY2014/15 until FY2015/216, so this budget reflects an increased payment.
- New owners and renters were welcomed. They were given LMBC information and candy.
- Cards were sent to members on appropriate occasions.
- Thanks to Ann Delaney and Judy Scott for their diligence!

FACILITIES HIGHLIGHTS:

- Contracted with Gary Cornella for grounds-keeping services for 2017.
- Cleaned and serviced the beach house bathrooms weekly.
- Continued nightly lockup of beach house.
- Winterization and seasonal usage.
- Continued all-year weekly trash pickup at the dam.
- Sand added to beach in May 2016.
- New doggie pickup stations have proven to be popular and useful.
- Kudos to Gary Cornella for the amazing job he has done maintaining and improving our grounds!

LAKE MANAGEMENT HIGHLIGHTS:

A thorough discussion on the state of the lake was led by Robin Harvey. NOTE: Members must keep their septics up to code and regularly checked to ensure good water quality in the lake.

Lake Committee Responsibilities:

WEED CONTROL AND LAKE MAPPING

FISH STOCKING (3 times a year)

Stocked 3 times in 2016: May, July, and August.

LMBC is permitted by WA State Dept. of Fish and Wildlife to stock fish 3 times this year:

- \$2000 worth before Kids Fishing Derby on May 20
- \$1000 worth in July
- 1000 later into summer
- \$4,000 per year provides ~1000 rainbow trout (some BIG ones).
- WSDFW requires: fishing license & adherence to WA State fishing regulations.
- The LMBC Board doesn't have manpower to enforce these rules.

REGULARLY MONITOR:

- Water Quality —Continued contract with Northwest Aquatic Ecosystems into CY 2017
Treated lake for Algae, cattails, and major bloom of 'thin-leaf' pond weeds in

July

Monitored and treated for toxic algae (warnings posted for a few days)
Tested water quality for E-Coli bacteria and fireworks

Test results were as shown in the table below.

Location	Date	Counts per 100 mls
SWIMMING AREA	5-2016	good
SWIMMING AREA	7-06-2016	160
SWIMMING AREA	8-25-2016	30

WASHINGTON STATE REQUIREMENT FOR SWIMMING BEACHES < 200
PIERCE COUNTY RATING STANDARDS FOR E-COLI
QUALITY FRESH WATER STANDARDS:

AA Extraordinary < 50
B Good < 200

A Excellent < 100
C Fair < 400 (Level for Concern)

- Weather station
- Dam integrity
- Status of Pump and Well
- Status of water supply system
- LMBC2 Lake Weather Station
- Water Loss Mitigation Projects – follow up on earlier seepage studies
 - newer estimates of transpiration (Douglas Fir)
 - alternative water sources (reroute flood drain)

• **LAKE MINTERWOOD PUMP AND WELL STATUS:**

History over 1985 – 2017 shows:

- Well capacity is declining
- Pumps last 5 years or less
- Iron bacteria present
- Aquifer level is as good as it has been
- Need to backflush soon
- Well to be treated in April
- Forecast for the 2017 lake season:
 - Present pump/well flow rate of 162 gallons/minute is marginal
 - Expect lake level to be about the same as in 2016

2016 LMBC-SPONSORED COMMUNITY EVENTS:

- ANNUAL KIDS FISHING DERBY-, 2016
“KIDS ONLY” Derby due to state fishing license requirements
- COMMUNITY-WIDE GARAGE SALE JULY 2016. Had good participation
ANNUAL COMMUNITY PICNIC – August 2016

2017 UPCOMING LMBC-SPONSORED COMMUNITY EVENTS:

- **Youth Fishing Derby.** Saturday, May 20th, 2017 from 9-11am. Ages 14 & under. VOLUNTEERS NEEDED !!
- **Community-wide Garage Sale.** Fri/Sat/Sun, July 14,15,16, 2017

- **Community Picnic and Games** Saturday, August 05 2017

7. **Thanks and appreciation** On behalf of the community, the board of trustees expressed thanks to the following LMBC members for their service to the Lake Minterwood community:

ANNE DeLANEY & JUDY SCOTT for regular trash pickup along Minterwood streets.

Regrettably, people discard trash along streets in Lake Minterwood. Nearly every week, Anne and Judy pick up trash and recyclables and dispose of them properly. Judy also keeps up the flowers at the Lake Minterwood sign at the entrance to Lake Minterwood.

GARY CORNELLA for all his volunteer hours cleaning and maintaining our Minterwood property and facilities.

RANDY VINT AND JUDY SCOTT for their service on the board of trustees.

WORK PARTY VOLUNTEERS -- More generally, the board thanks members who helped clean up the park areas and beach, who showed up to help with the fishing derby, the community garage/yard sale, and the community picnic, served on committees, etc., -- helping with things large and small to make our community a great place to live. THANKS ONE AND ALL !!!

8. **Next Events:** These were noted just above. Regular meetings of the board of trustees are held on the **third Wednesday** of the month at the library. The next regularly scheduled meeting of the board of trustees is April 19 , 2017 at 7:00 pm at the Key Center Library. All members are welcome to attend.

Respectfully submitted:

**Barbara Temple-Thurston
Recording Secretary
Lake Minterwood Beach Club**
