

**LAKE MINTERWOOD BEACH CLUB
BOARD OF TRUSTEES MEETING MINUTES
FEB 17, 2021 1:00 PM Via ZOOM**

The meeting of the LMBC Board of Trustees was called to order by President Alanna Hartzell at 2:05pm via Zoom.

Others in attendance: Gail Howe-Jennings, Adam Lamecker, Gary Krancus, and Whitney Reidy.

There were no guests.

Announcement re: On 01.19.2021 Governor Inslee issued Proclamation 20.51.11 to have no termination date. *"Proclamations 20-51 [Community Associations Meetings and Late Fees], et seq., are amended to recognize the extension of statutory waivers and suspensions, by the Washington State Legislature until the termination of the COVID-19 State of Emergency or until rescinded, whichever occurs first."*

1. Approval of minutes January 22, 2021 Board Meeting
Gail Howe-Jennings motioned and Whitney Reidy seconded. Passed
2. Financial Reports: Treasurer Gary Krancus –

August 1, 2020 - February 15, 2021 Financial Report

This report is a summary of our financial status for the 2020-2021 fiscal year as of February 15, 2021. There are no significant issues to report

Balance Sheet

Total Assets are \$180,308 which is \$15,477 or 9.0% better than last year at this time. Our bank account balance is \$173,443 which is 10.0% more than last year at this time.

Profit & Loss

Total income was \$74,291 compared to \$74,458 last year. Total expenses for the fiscal year to date are \$6,216 or 29.0% higher than last fiscal year. The reasons for this increase were included in last month's Financial Report.

Actuals vs. Budget

We are 50.0% through the fiscal year. We have received 100% of our budgeted income for the year and our total expenses are only 37.9% of the total budgeted amount.

Check Details

This report includes all checks written during the January 20 - February 1, 2021 time period. Most checks written were for normal expenses. \$200 was spent for website maintenance.

A/R Aging Summary

Total owed as of the date of this report was \$24,716 which is \$1,530 better the beginning of the current fiscal year and \$5,788 better than last year at this time.

3. Correspondence Report:

- a. Gail Howe-Jennings received a flash drive from Rita Cornella (former LMBC Secretary) which provided needed forms and information from past meetings.
- b. Pierce County Taxes will be approximately \$40 higher and Liberty Mutual property and liability insurance will be approximately \$100 higher

4. Committee Reports:

a. Architectural Control: Gary Krancus report

- i. Gail Howe-Jennings presented a Policy Resolution to formally permit the ACC of LMBC to allow alternative roofing materials originally recorded as adopted in the minutes October 18, 2017. Whitney Reidy moved that this document be accepted, and Gail Howe-Jennings seconded. Trustees in Attendance approved. Gail Howe-Jennings will sign the document and make it a permanent record.
- ii. A homeowner would like to install a 24'X36' metal garage pole building structure on his property. The Board had dialog about the construction of the concrete foundation and needs clarity regarding the "slab foundation" and if "structural footings" will be used. Alanna Hartzell will get additional information from the homeowner. Gail Howe-Jennings motioned to accept the building plan if the foundation is installed correctly with structural footings and the homeowner uses T1-11 siding, painted to match the adjacent house. Whitney Reidy seconded the motion. Passed
- iii. A homeowner appears to have cut down several trees on 113th without getting a HOA Permit. Alanna has attempted to contact him several times. If he doesn't respond, the Board will a send a letter stating potential fines.

b. Lake Management:

- i. Don Thomson will be emailing Gail Howe-Jennings a report on the Doug Dorling Lake Treatment contract and an update on HOBOLink regarding Robin Harvey
- ii. Alanna will call John regarding the Status of Fish Stocking application for up to 5000 trout for the year

c. Property Management: Adam Lamecker

- i. The Board would like to re-hire Carlos Alonzo for maintenance. Gail Howe-Jennings and Adam Lamecker will set up billing procedures at a later date.
- ii. Adam Lamecker will get bids for painting picnic tables, benches, and the clubhouse deck in the future. Alanna will also contact Katie Wilkinson for some possible bid prices. Adam Lamecker has asked to use Mole Traps at

the North end of the lake. Alanna Hartzell said that would be OK to protect the integrity of the dam.

- d. Security
 - i. Alanna Hartzell has emailed officer Brian Ward with a bulletin board notice soliciting help for Security Patrol. Alanna Hartzell will reach out to Brian Ward and confirm he has posted the information.
 - e. Social, Welcoming, Social Media – Alanna Hartzell
 - i. The web site is up and running
Alanna Hartzell has delivered several new homeowner packets
5. Old Business
- a. Pavilion corner repair – The repair was completed and will need to be painted at a later date.
 - b. Alanna Hartzell is still in need of someone to sheetrock the closet in the beach house.
 - c. Review Calendar Items: The Board needs to start preparing the Budget for the annual meeting. Gail Howe-Jennings said she will print and collate meeting materials to prepare to be mailed to Homeowners.
6. New Business
- a. The Board would like to hold the Annual Meeting April 17th and Gail Howe-Jennings is encouraging it be held at the Park Pavilion as the public buildings are not open yet for meetings. It would be held earlier in the day for weather concerns. A Preliminary Budget for 2021-22 needs to happen which Gary Krancus is working on.
 - b. There is also a need to recruit new Board Members. Alanna Hartzell will post on the community FaceBook.
 - c. Gary Krancus motioned that Katie Wilkinson become a new Board member upon her acceptance. Gail Howe-Jennings seconded. All attendees approved.
 - d. Whitney Reidy told the attendees that this would be her last Board Meeting. She previously sent an email to Alanna Hartzell on January 22, 2021.
7. Gail Howe-Jennings moved to adjourn the meeting at 3:19 and Whitney Reidy seconded the motion.

Next meeting tentatively set for March 17, 2021 time and place TBD

Submitted by Whitney Reidy

PREVIOUS ITEMS FOR FOLLOW UP

Complete synopsis of lake management notebooks-pending
Investigate daily lake level records and mole maintenance
Recruit new Trustees-pending

Storage location for HOA documents needs Sheetrocking and Painting

At a date to be determined, Don will demonstrate how to do the Well Monitoring Procedures

Annual Meeting date tentatively set for April 17, 2021 and Budget proposal

Proclamation 20-05 – 20-51.11 Community Associations Meetings and Late Fees
for review following Governors timelines.
Arborist for LMBC properties. Asbra as well.

APPROVED 3/17/2021