

LAKE MINTERWOOD BEACH CLUB
PO Box 311, Vaughn, WA 98394
2021 ANNUAL MEMBERSHIP MEETING MINUTES
APRIL 17, 2021 3:00 PM AT THE LMBC PARK PAVILION

1. The LMBC 2021 ANNUAL MEETING was called to order by President Alanna Hartzell at 3:03pm. She welcomed members present to the meeting. Her introduction included the following: *“This meeting will be quite a bit different from prior meetings so I would like to take a minute to explain. We will have no slide or power point presentations today, just us talking and describing what we have done the past two years. Our planned meeting in 2020 was postponed multiple times and finally cancelled due to the governor’s proclamation regarding COVID-19. For new neighbors who have not attended a meeting, we follow Robert’s Rules of Order, as required by LMBC Bylaws. This means the meeting is well structured and organized so items do not get lost or forgotten. There will be ample time for questions and comments. If your question concerns a specific topic listed on the agenda, please ask it during that presentation. General nonspecific comments and remarks will be welcomed at the scheduled time slot, number 7 on the agenda.”*

Trustees in attendance: Alanna Hartzell, Gail Howe-Jennings, Gary Krancus, Judy Scott, and Katie Wilkinson.
Trustees absent were Don Thomson, John Baxter and Adam Lamecker.

A quorum was met by members present in person and by proxies.

2. The last Annual Meeting was held April 27, 2019. Members were notified in June 2020 by Postcards regarding status of the 2020 Annual Meeting. The minutes have been available on the lakeminterwoodbeachclub.org website waiting for membership approval. Gail Howe-Jennings **moved that the minutes of the 2019 Annual Meeting previously approved by the board of trustees be accepted as published and not read at this meeting.** Bill Wilkinson seconded. Passed
3. President Alanna Hartzell introduced all of the LMBC Board of Trustees present and informed the membership of those running for Board positions. Those to be elected for the two years remaining of the 2020 elective positions were: Don Thomson and Judith Scott expiring 2023. Those to be elected for the three-year 2021 positions were Alanna Hartzell, John Baxter, Gary Krancus expiring 2024.

Due to one vacant position on the Board, additional nominations from the floor for Trustees were open. Les Hall had expressed interest in filling the position. **Gary Krancus moved that Les Hall be nominated and elected to the vacant position.** Judy Scott seconded. Passed.

4. Gary Krancus presented the **Proposed 2021-2022 Lake Minterwood Beach Club Budget.** The previous 2020-2021 Budget was a repetition of the 2019-2020 Budget due to no 2020 Annual Meeting being held. The Budget information and comments were mailed to membership in early April prior to this meeting. The following is a summary of our financial status for the 2020-2021 fiscal year as of April 15, 2021. There are no significant issues to report.

Balance Sheet

Total Assets are \$168,639 which is \$12,190 or 8.0% better than last year at this time. Our bank account balance is \$161,724 which is 9.0% more than last year at this time.

Profit & Loss

Total income was \$76,546 compared to \$75,858 last year. Total expenses for the fiscal year to date are \$11,420 or 38% higher than last fiscal year. This increase is due to expenditures curtailed last year at this time due to Covid plus \$1,942 was spent this year for a major repair to the lake pavilion and \$4,950 for lake treatments on 6/22/20 but billed to FY 20-21

Actuals vs. Budget

We are 79.2% through the fiscal year. We have received 106% of our budgeted income for the year and our total expenses are 57% of the total budgeted amount.

Check Details

This report includes all checks written during the March 16 - April 17, 2021 time period. Most checks written were for normal expenses. The two major expenditures were \$550 to sheetrock a storage room of the beach house for document storage and \$6,544 for Property & Liability insurance.

A/R Aging Summary

Total owed as of the date of the last report was \$22,684 which is \$6,457 less than last year due to more aggressive collection of delinquent dues and penalties.

INCOME: Dues will remain at \$270 for each lot and, if all members pay, dues income will be \$71,820. Actual income from last two fiscal years exceeded this amount due to the recovery of \$5,000 delinquent dues. Other income is expected to be \$300 lower than last year due to less interest being earned on delinquent dues. Net Income is projected to be a profit of \$990 which will go into capital reserves.

EXPENSES: Total expenses are expected to be \$73,450, a rise of \$13 over current fiscal year.

Administrative Expenses - The cost of our accounting software increased by \$140 over last year but we expect to spend \$250 less on postage as we increase the use of social media and email.

Utility Expenses - We expect a decrease of \$500 in the cost of street lighting as they convert to more energy efficient light fixtures.

Legal Expenses - We expect to pay \$300 less in Pierce County filing fees as concerted efforts are being made to get members to pay their dues on time and therefore fewer liens are being filed.

Maintenance Expenses - The total amount is expected to decrease by \$1,550. We over budgeted by \$700 in previous years for Beach/Park/Tract maintenance and \$1,500 for pump maintenance. There are 4 trout plants scheduled for next year and lake treatment expenses are going up by \$450.

Other Expenses - There was a significant increase in the cost of our property and liability insurance and property taxes so the total is \$2,403 higher than last year's budget.

Discussion entailed concerning the Goodwill line-item expense regarding the trash cleanup along the Key Peninsula Highway. Simon Josowitz moved that we discontinue paying Greater Gig Harbor Foundation \$500 for trash cleanup. Yvonne Josowitz seconded. Motion failed. The Board was requested to find out what we get for our contribution and report at the next Annual meeting. The GGHF EnviroCorps is dedicated to the development and fulfillment of opportunities to help maintain parks, trails, roads, and other public lands – keeping them safe, pleasant, and litter free.

5. Call for Ballots was postponed until after the Committee Reports
6. Presentation of past year's highlights including the following Committees:

Property Management Report by Adam Lamecker read by Alanna Hartzell:

“Adam Lamacker has held this position for the past year. His responsibilities include the following: 1) Maintenance of Beach House and Pavilion 2) Winterization and seasonal usage, reopening in spring. 3) Schedule garbage pickup, year-round at north end and seasonal at the park. 4) Identify and repair major and minor problems that arise.

The following improvements have been made since the last annual meeting:

- a. The pavilion roof structure was repaired and the framing strengthened to handle snow loads and teenagers.*
- b. The floating dock was resurfaced*
- c. The Minterwood Beach sign at the North end was replaced.*
- d. The benches at the North end have been rebuilt.*
- e. Larger signs with better visibility to warn of toxic algae were made.*
- f. BBQ grills were removed or replaced.”*

It was also brought to the members attention that the Park Pavilion is available for renting at no charge. Facilities Usage forms are available on the website. In 2020 there were 10 reservations and in 2019 there had been 20. There has already been one this year 2021.

Lake Management and Well Monitoring by Don Thomson read by Gail Howe-Jennings:

“During the late Spring and throughout the Summer you may have seen me parked alongside our well at the south end of the lake. Monthly I take measurements of the well. I collect data on the well flow, and the depth to the groundwater -both with

the well on and with the well off. These measurements, along with a couple of calculations, allow the LMBC Board to track the production and efficiency of the well. Any degradation in well production and efficiency allows the Board to determine when cleaning and rehab are necessary. January 2020 rehab was in progress doing back-flushing maintenance at a cost of approximately \$2,500 which resulted in more consistent water flow in to the lake.

During recreation months (May through October) I also take monthly samples (\$55 testing fecal coliform) of the lake water and send them to a water quality laboratory under contract with the LMBC. These samples are monitored for bacterial contamination. Other than heavy loading during the Fourth of July, the results are pretty much background levels. The July numbers have always been below any health limits as well.

It is also my responsibility to determine if the lake needs treatment for algae and plant growth. This was treated June 2019 and June 2020. Starting the end of July 2019 until early September we had a serious case of Toxic Algae Bloom. Signage was posted at both ends of the lake and on sandwich board signs at the main park entrance helping to keep the community up to date on the lake status usage. The toxic algae was monitored by the Pierce County Health Department. Fortunately, all their testing was not a cost factor for us. Blue-green algae occur naturally and can produce toxins. However, growth can be discouraged by: reducing fertilizer use; maintaining your septic system; picking up after your pets; planting native plants between your yard and the water to reduce runoff and prevent erosion.

I am no limnologist, which is the study of the biological, chemical, and physical features of fresh water lakes, so I rely heavily on our neighbors' observations by passing on any concerns to me. Based on what problem we may be having, the lake is treated annually for submergent and emergent plant growth, as well as shoreline plants. Over the past five years the lake has continued to be at a consistent water level due to seasonal rainfall and use of our recreational water rights permit.

John Baxter arranges our Fish Stocking of the lake. Next planting will be April 29th at 10:00. Three to four orders have been placed each for the past two years. The Annual Fish Stocking Permit was granted to us last February 2021."

Security Matters by Alanna Hartzell

"We worked with Pierce County Roads Dept to install two speed limit 25 mph signs on 113th St at the North end. We also purchased and installed with volunteer help the Neighborhood Entry 25 mph sign on Minterwood Dr., just after 105th.

As always, if you see something, say something. Call 911 if warranted. Call the non-emergency # 253-798-4721 and report it BEFORE you post about it on FB."

We now have two deputies working 12-16 hours per month at \$55 per hour. Their deputy hours are different so their security control varies considerable for us. They have given several speeding tickets and one warrant arrest."

Architectural Control committee Summary Report presented by Gary Krancus

He reviewed the responsibilities of the committee which are:

tree removals for trees greater than 3",
painting,
sheds size and boundary setbacks (3' side and rear, 25' front)
fences taller than 4'
new roofs
decks
new home construction
Infractions are handled by the full board.

Discussion entailed regarding Ken Johnson's concern about standing water on his lot; he was told to discuss with nearby neighbors.

Administrative Matters by Gail Howe-Jennings

- a. In March 2020 the Key Center Library closed due to COVID. Board meetings were either postponed, held in the Park Pavilion, or held via Zoom.
- b. The postponement of the 2020 Annual Meeting was first notified on the community FaceBook and then Members were notified by mailed postcards in June 2020
- c. Newsletters were mailed out for November 2019 and for September 2020 100 mailed with 180 emailed. They are located on the lakeminterwoodbeachclub.org website
- d. The website was significantly updated in January 2021
 1. LMBC Documents: Covenants, Bylaws, Amendments, Community Rules and Fishing Rules
 2. LMBC Board Meeting minutes are posted monthly and Annual Meeting minutes are posted
 3. Newsletters are available for viewing

4. LMBC Forms: ACC Form, Reserve Facilities Form
 5. Neighborhood Walking Map and Key Central Forest Map
 6. Contact information available
- e. In November 2020 Administrator Secretary Board Member Rita Cornella resigned due to moving and Gail Howe-Jennings was elected by the Board to fill her position.
- f. In March 2021 a New Ballot/Proxy box was purchased for the Park entrance gate. Thank you to all who utilized it for the first time.

Call for Ballots and Vote Results: President Hartzell called for ballots. The certified results were:

- Proposed LMBC budget was approved (46 yes, 4 no)
 - Board of Trustee elections: Alanna Hartzell (48) John Baxter (45) Gary Krancus (45) Judy Scott (41) Don Thomson (41) Results were tallied by Felice Capone and Marilyn Hammerbacher who reported there was a total of 52 ballots received.
7. **Remarks by members who have requested to speak.** No one signed up previously, however, resident Darrell Miller commented on the number of potholes. Alanna Hartzell said she would check with the county road department to see if there is a schedule for maintenance.
8. **Remarks by members of the Board of Trustees.** Nothing further added to the meeting.
9. **Thanks, and appreciation.** Alanna Hartzell again gave her gratitude for all those attending.
10. **Announcement of upcoming events.** No dates set except
- a. April/May: Community Cleanup date not yet set
 - b. June: Fishing Derby for children age 14 and under
 - c. July: Lake Minterwood Community Garage Sale
 - d. August: Lake Minterwood Community Picnic
11. **Adjournment.** Gail Howe-Jennings moved to adjourn at 4:13. Willow Grace seconded. Passed

Submitted by Gail Howe-Jennings/Alanna Hartzell

APPROVED 04/23/2022