

LAKE MINTERWOOD BEACH CLUB
MINUTES FOR BOARD OF TRUSTEES MEETING
June 21, 2021 1:00 PM PARK PAVILION

The meeting was called to order at 1:02 by President Alanna Hartzell. Other Board members present were Gail Howe-Jennings, Adam Lamecker, Don Thomson, Katie Wilkinson, Judy Scott, and Les Hall. Absent was Gary Krancus and John Baxter. 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and suspensions, by the Washington State Legislature until the termination of the COVID-19 State of Emergency or until rescinded, whichever occurs first.*"

Adam **moved to approve the May 24, 2021 Board Meeting Minutes**. Judy seconded. Passed.

Financial Reports: Alanna presented Gary Krancus's report:
August 1, 2020 - June 19, 2021 Financial Report

This report is a summary of our financial status for the 2020-2021 fiscal year as of June 19, 2021. There are no significant issues to report

Balance Sheet

Total Assets are \$158,552 which is 10.0% better than last year at this time. Our bank account balance is \$151,664 which is 11.0% more than last year at this time.

Profit & Loss

Total income was \$77,682 which is 1.0% less than last year. Total expenses for the fiscal year to date are \$52,864 or 16.0% higher than last year. Hence, our net Income which is down 24%.

Actuals vs. Budget

We are 81.2% through the fiscal year. We have received 104.5% of our budgeted income for the year and our total expenses are only 72.4% of the total budgeted amount.

Check Details

This report includes all checks written during the May 24 - June 19, 2021 time period. All checks written were for normal expenses.

A/R Aging Summary

Total owed as of the date of the last report was \$22,385, the same as last month. A letter was sent out to all members on the list about interest on their accounts will start when the Governor lifts the ban and they should take advantage of this to reduce the amount they owe. As a result, two members have committed to paying off their balance via a payment plan.

Also discussed a pay rate increase for our Independent Contractor Bookkeeper, Felice Capone. Don **moved to increase the rate of pay ... effective August 1, 2021**. Adam seconded. Passed.

Alanna will negotiate the increase and request there be a performance review prior to any further increase before the preliminary budget presented for the 2022 Annual meeting.

Gail will follow up with Gary regarding Property Taxes reimbursement to Baxter.

Correspondence Report: Gail Howe-Jennings reported: The Annual Report was completed June 2nd for year ending July 31st. Emails were sent out to all members on record regarding the Kid's Fishing Derby. About 11 came back as undeliverable. Received a letter from Pierce County regarding yellow flag iris noxious weed on the lots the HOA own on Rolland Lake. Don will follow up with Doug Dorling, our biologist, regarding spraying them.

Committee Reports:

a. Architectural Control: Gary Krancus

Approved ACC Applications

Minterwood Dr

Replace a skylight. Approved by Gary Krancus and Gail Howe-Jennings on 3/23/2021.

149th Ave

Remove several trees, repair neighbor's fence that was damaged and install trees for privacy.

Approved by Alanna Hartzell and Gail Howe-Jennings on 3/30/2021.

Minterwood Dr

Replace existing roof. Approved by Gary Krancus and Gail Howe-Jennings on 4/17/2021.

113th St (B3 L4) / Feldman

Repair existing parking pad and add a new one up on the street. Approved by Alanna Hartzell and Adam Lamecker on 4/23/2021.

Minterwood Dr

Repair and replace roof. Approved by Gary Krancus and Gail Howe-Jennings on 4/13/2021.

148th Ave

Build 6 ft fence to contain dog in back yard. Approved by Alanna Hartzell and Gary Krancus on 5/14/2021.

Minterwood Dr

Remove 2 dead cherry trees. Approved by Alanna Hartzell and Gary Krancus on 5/14/2021.

149th Ave

Repair and replace roof. Approved by Gary Krancus and Alanna Hartzell on 6/4/2021.

Minterwood Dr

Remove 3 trees along street and install 4 ft fence in front of house. Approved by Gail Howe-Jennings and Gary Krancus on 6/6/2021.

Gary sent a postcard to a property owner regarding cutting down trees and the need to get ACC permission beforehand quoting the guidelines from the By-Laws.

Discussion regarding setting a date to walk the neighborhood to identify ACC violations and then emailing property owners who are not in compliance. Gail will ask Rita for the property management of several rental properties.

b. Lake Management: Don Thomson reported –

Filamentous algae treatment instead of pondweed treatment to be done week of the 21st by Doug Dorling of Northwest Aquatic Eco-Systems.

Don will contact John Baxter to have fish stocking done week of June 28th before 4th of July.

Alanna has been in email communication with the botanist from the Heritage Plant Program to get clarification on whether Lake Minterwood needs to do a survey for chainfern which is a sensitive plant. So far it appears we may not be required to have the lake surveyed. Alanna should know by the end of the week. Don had received 2 quotes. One for \$7,400 and another for \$2,250. Les **moved that if we are forced to do the survey pending the outcome of Alanna's correspondence, we approve the \$2,250 scope of work.** Adam seconded. Passed.

It was postponed until next meeting regarding Don checking on "golf" course type methods of lake maintenance information and Gary investigating alternative systems for monitoring rainfall.

c. Property Management:

Adam had the old bid for the painting of picnic tables, and benches updated. The price was increased to \$1600. Instead, Adam will set a time for a work party date after the 4th of July. As many board members as possible will volunteer time and equipment. Adam and Les will purchase supplies.

Adam recommends Oct 1st we put the park dumpster on vacation hold and start a 35-gallon smaller tote like the one at the north end of the lake for the winter. Then start again the dumpster container June 1st. The board was in consensus. The yearly pricing will balance out.

Adam was able to locate the beach house septic tank for an inspection by Hemley's in accordance with Pierce County Health Department requirement. We passed the inspection and now have a large rock on location of the tank.

Adam will ask our park maintenance person, Carlos, to move some gravel over to fill in under the children swings as some parents have complained.

- d. Security:** Alanna Hartzell reported our two deputies are able to come at different times and she is pleased with their activities.
- e. Social, Welcoming, Social Media** – Alanna reported the June 19th Kid's Fishing Derby was a success with 16 kids catching 9 fish. A poster was placed at the entrance to the park and a mass emailing was sent June 15th. Adult fishing to be considered for next year if it can be on the State's Free Fishing weekend in June.
- f. Welcoming Report** – Alanna reported two new residences were contacted.

Old Business: Alanna reported the storage location in the beach house is waiting for shelving.

New Business: Gail reported the Annual Dues Invoices were mailed out June 15th. The Community Picnic was set for Saturday, August 14th.

The **Master Calendar** will have recommended new dumpster schedule added.

Les **moved to adjourn at 2:40**. Seconded by Adam. Passed.

Next meeting: July 19, 2021 at 1:00 at the Park Pavilion

Submitted by Gail Howe-Jennings/Alanna Hartzell

APPROVED 7/19/2021

PREVIOUS ITEMS FOR FOLLOW UP
Following up with County on potholes
Complete synopsis of lake management notebooks-pending
Investigate daily lake level records and mole maintenance
Recruit new Trustees-pending
Date to be determined, Don to demonstrate how do Well Monitoring Procedures
Arborist for LMBC properties. Asbra as well.