

**LAKE MINTERWOOD BEACH CLUB**  
**PO Box 311, Vaughn, WA 98394**  
**2022 ANNUAL MEMBERSHIP MEETING MINUTES**  
**APRIL 23, 2022 3:00 PM AT THE KEY CENTER FIRE HALL**

The LMBC 2022 ANNUAL MEETING was called to order by President Alanna Hartzell at 3:05pm. She welcomed members present at the meeting. Her introduction included the following: *"We are happy to be back here in the fire station where for many years prior to 2019 our annual meetings have been held. 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 non-specific comments and remarks will be welcomed at the scheduled time slot."*

1. Trustees in attendance introduced: Alanna Hartzell, Gail Howe-Jennings, Gary Krancus, Adam Lamecker, Judy Scott, and Katie Wilkinson. Les Miller arrived much later. Trustees absent were Don Thomson and John Baxter. A quorum (40) was met. Members present (21 signed in) and the total proxies/ballots received (65).
2. The last Annual Meeting was held April 17, 2021. Members were notified via email, that the minutes were available on the lakeminterwoodbeachclub.org website waiting for membership approval since May 2021. Gary Krancus **moved that the minutes of the 2021 Annual Meeting be accepted as published and not read at this meeting.** Adam Lamecker 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 three, three-year 2022 positions were Adam Lamecker, Gail Howe-Jennings, and Katie Wilkinson expiring 2025.

Due to one vacant position on the Board, having announced the resignation of John Baxter, **Gary Krancus moved that Mark Wood/Bambi Wood be nominated for the one position expiring 2024 and be elected to fill the vacancy.** Brian Hartzell seconded. Passed.

4. Gary Krancus presented the **Proposed 2022-2023 Lake Minterwood Beach Club Budget.** The Budget information and comments were mailed to all of the membership on April 8<sup>th</sup> prior to this meeting. Handouts were given out on the Budget Presentation including comparison year charts and the percentages for expense allocations. *Gary reported the greatest increase between the last two fiscal years is maintenance deterrence due to Covid-19 restrictions. The proposed budget includes only a slim net gain of \$490 as total expenses of \$81,510 are \$8,480 over current fiscal year budget. Voting for dues increase from \$270 to \$300/yr as an 11.1% increase would project an income of \$82,000.* Comments were on funds transferring to reserves and a comparison to other HOA's as we are among the lowest.

Treasurer, Adam Lamecker, summary reported our financial status for the 2021 to April 22, 2022 fiscal year.

- Balance Sheet Total assets are \$170,905 which is 2.5% improvement over last year. Large contributor of this was increase collection of past dues and fines.
- Profit & Loss Total income so far is \$74,313 which is 3.2% less than last year. Expenses for the fiscal year are \$50,033 which is 14.3% higher than last fiscal year. This increase in expenses is due from an increase in insurance and property taxes, administrative expenses, and security patrol.
- A/R Aging Summary Total owed in dues and fines total \$24,373.

Comments were: Need a line-item for creating a Capital Reserve Fund; Need to develop a Long-Term Replacement Plan; we aren't keeping up with inflation; scary that we have only \$100,000 for long-term expenses; inflation has more than doubled the cost of repairs over the last year.

5. Call for any pending Ballots was given to the tally committee to certify votes. (Willow Grace and Bambi Wood)
6. Presentation of past year's highlights including the following Committees:

**Property Management Report** - Adam Lamecker - *The following accomplishments have been made:*

- The sanding and pointing of all the benches, picnic table, and trash can holders. A second coat is required
- The addition of a small trash can at the south end of the lake near the water pump house.
- The turnout of 12 people for the Spring Clean-up. The more people willing to help the less we have to spend on yard maintenance.
- The passing of the septic tank inspection by Hemley's which was required by the County. A fake rock now marks the location of the tank.
- Moles were treated at the dam, but more action still needs to be taken.

*We need rocks barriers at the dam to keep vehicles off of the grass area which will protect the integrity of the dam. The clubhouse building and deck are in need of painting. Volunteers are always needed for commitments to assist on projects.*

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

- The lake is 20 acres for use of our members including fishing, swimming, kayaking and non-motorized boating. We stock Rainbow Trout two or three times a year. It is monitored monthly from May through September for bacterial contamination.
- The Well was drilled and installed in the early 1980's. The lake is supplemented and replenished from May through October in order to maintain the lake level. We monitor the flow and water levels. The well was last treated in January of 2020.
- It is our responsibility to determine if the lake needs treatment for algae and plant growth. The Environmental Health Surface Water Program can place restriction on the use of the lake if required. Fortunately, there were no restrictions this past year.
- Algae Blooms can be avoided by maintaining your septic system, cleaning up after your pets, avoiding chemical fertilizers on the lakeshore of properties
- Yellow Flag Iris has begun to establish itself along lakeshore properties. The weed is difficult to remove but must be removed so as to not cover the entire shoreline as an invasive weed. Previously the Board has sent emails to lakefront property owners to take action to clear the shoreline if seen.
- The Board investigated the Chain-fern report from the Department of Ecology for our aquatic weed control permit for the presence of this endangered native plant which was written on our application. This would have required a survey costing several thousand of dollars repeated every five years. Fortunately, our efforts proved to the DOE of the non-existence of this plant on our shoreline.

*A comment was made for thanking all of the volunteers who assisted in picking up the hundreds of dead fish after the June heatwave bomb hit our lake by making it too warm thus lowering the oxygen level for fish survival.*

#### **Architectural Control committee Summary Report - Alanna Hartzell**

*A review of the responsibilities of the committee was made which includes: tree removals for trees greater than 3"; fences taller than 4'; exterior painting and new roofs; decks; sheds; bulkheads; docks etc. Since last years annual meeting, 22 applications for permits were received. Mostly for trees, painting, and fences. 21 were approved and 1 denied. In 3 instances, landlords were contacted concerning conditions of their rental properties. Infractions are handled by the full board.*

#### **Security Matters - Alanna Hartzell**

*We have two Pierce County deputies working 12 hours per month at \$55 per hour. They have ticketed speeders, driving without a license or insurance, made felony arrests, tagged vehicles in no parking zones, and had removed stolen cars left on Minterwood property.*

*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 the community FB."*

*Comment made was in support of seeing the deputies out there.*

#### **Goodwill – Alanna Hartzell**

*The Greater Gig Harbor Foundation plays a role in Washington's Adopt a Road litter control program. During 2020 to July 2021 the litter program was prohibited by Pierce County. 21 bags were picked up July 23, 2021 from both sides of Key Pen Hwy from 142nd to Minterwood Dr, about 1 mile. 13 bags on November 10, 2021. 10 bags on March 16, 2022.*

#### **Social Community Events – Alanna Hartzell**

*Three annual community events were sponsored including the long-standing tradition of the Kid's Fishing Derby for kids 14 and under. The Community Yard Sale and the Pot luck Community Picnic with the HOA providing hamburgers, hotdogs, chips and pop.*

#### **Administrative Matters - Gail Howe-Jennings**

- *Board meetings have regularly been held in the Park Pavilion, or held via Zoom over the last two years. We have had to follow the Governors Covid19 Proclamation restrictions. It wasn't until last August that the community association meetings and late fees Proclamation was rescinded specifically regarding charging interest to those accounts in arrears.*
- *Your board has also followed the latest amendments to the Pierce County Shoreline Master Program which could have affected restrictions for new dock construction along portions of residential shoreline; Clarifying fencing allowances within buffer and setback areas; and amendments regarding Development Regulations for Critical Areas. FYI every property owner on the shoreline is under the umbrella of the Shoreline Master Program critical areas in Pierce County.*
- *The 2021 Annual Meeting was successfully held at the Park Pavilion last year, April 2021, and since May the unofficial minutes were posted on the website.*
- *Hard copy Newsletters were mailed out October 2021 to every property owner and email copies in February 2022. Hard copies were mailed for those with no emails. It is a considerable savings to be able to email. Newsletters are all posted on the Lake Minterwood website.*
- *The website has a tab for Latest News or Lake Status which changes periodically with announcements. Otherwise always posted is:*
  - *LMBC Documents: Covenants, Bylaws, Amendments, Community Rules and Fishing Rules*
  - *LMBC Board Meeting approved minutes are posted monthly and Annual Meeting minutes are posted*
  - *Several Newsletters are available for viewing*
  - *LMBC Forms: ACC Form, Reserve Facilities Form*
  - *Neighborhood Walking Map and Key Central Forest Map*
  - *Contact information available*
- *The Ballot/Proxy box at the Park entrance gate has been well utilized and saves a stamp.*
- *43 new property owners were welcomed into our community over the last two years.*

#### **Call for Ballots and Vote Results:** President Hartzell called for the certified results of the ballots.

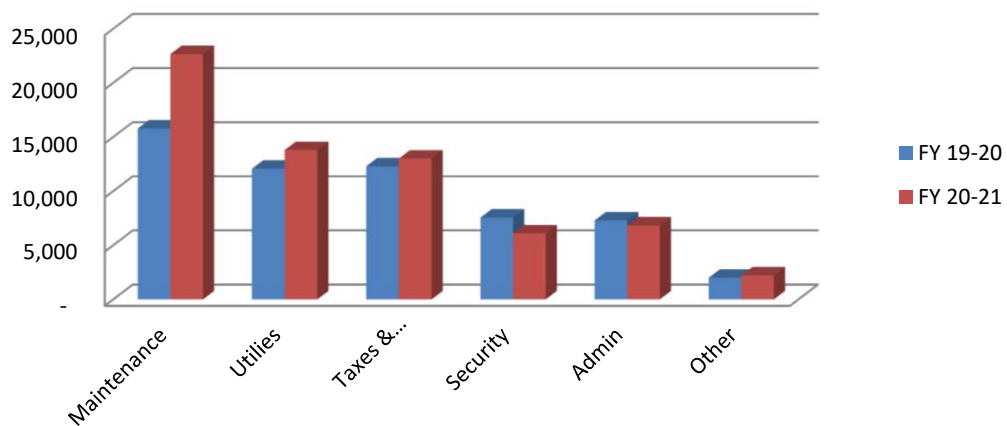
- Board of Trustee elections: Adam Lamecker 90%, Gail Howe-Jennings 84%, Katie Wilkinson 89%.
  - Proposed 2022-2023 dues increase from \$270 to \$300 annually. 74% yes
  - Proposed 2022-2023 Operating Budget. 74% yes
7. **Remarks by members who have requested to speak.** Brian Hartzell volunteered to make signs for the fishing dock stating the Fishing Rules. Glenn Dickey commented he was glad to be a new member of the community and is willing to participate where and whenever possible. Discussion on members willing to volunteer more for community projects. A list by Alanna already exists with names and projects.
8. **Remarks by members of the Board of Trustees.** Nothing further added to the meeting.
9. **Thanks, and appreciation.** *Alanna Hartzell thanked all the current and past board members who over the years have helped this neighborhood grow and develop into one of the best places to live on the Key Pen. She stated it is an honor to be able to serve this community.*
10. **Announcement of upcoming events.** No dates set except
- a. June 11, 2022 Fishing Derby for children age 14 and under and maybe an Adult Fishing Derby
  - b. July 15-17, 2022 Lake Minterwood Community Garage Sale
  - c. August 20, 2022 Lake Minterwood Community Picnic
11. **Adjournment.** Katie Wilkinson moved to adjourn at 4:57. Brian Hartzell seconded. Passed

Submitted by Gail Howe-Jennings

**APPROVED 04/15/2023**

	FY 19-20 Actual	FY 20-21 Actual	FY 19-21 Sum	FY 19-21 Percent
Expenses				
Maintenance	15,783	22,655	38,438	43.5%
Utilities	12,073	13,792	25,865	14.2%
Taxes & Insurance	12,303	13,011	25,314	5.8%
Security	7,560	6,090	13,650	-19.4%
Admin	7,290	6,833	14,123	-6.3%
Other	2,003	2,216	4,219	10.6%
Sum	54,428	62,381	116,809	14.6%
Total	56,431	64,597	121,028	14.5%

FY 2019-2020 Compared to FY 2020-2021



LMBC Actual Expenses  
FY 19-20 Plus FY 20-21

