

LAKE MINTERWOOD BEACH CLUB
MINUTES FOR BOARD OF TRUSTEES MEETING
February 13, 2023 5:00 PM at KEY CENTER LIBRARY

The meeting was called to order at 5:17pm by Chairman Alanna Hartzell. Present were Katie Wilkinson, , Mark Wood. Gail Howe-Jennings, and Don Thomson. Absent was Les Hall, Gary Krancus, Adam Lamecker. Guests present: none

1. Gail "*Moved to approve the January 23, 2023 Board Meeting Minutes.*" Mark seconded. Passed
2. Financial Reports: Treasurer Adam Lamecker reported:

a. Aug 1, 2022 – Feb 12, 2023 Financial Report

This report is a summary of our financial status for the 2022 fiscal year through February 12, 2023. Overall, our financial results were good and our financial status is strong.

Balance Sheet

Total assets are \$175,185 which is 6.0% less than last year. This is due to the reserve expenses that were made this year. Net income is \$11,697 less than last year at this time.

Profit & Loss

Total income was \$80,059 which is \$7,186 more than last year. Assessments (dues) collected to date are \$4,674 less than last year. Expenses for the current fiscal year to date were \$27,149 higher than last fiscal year at this time due to the special projects that were completed.

Check Details

This report is for 22 Jan 2023– 12 Feb 2023. Most checks written were for normal expenses.

A/R Aging Summary

Total currently owed is \$21,843 compared to \$22,508 from last month.

Board suggests the Bookkeeper come to a future meeting (April) to discuss several procedures including Board policy on further developing the criteria for collections.

- b. Adam to get required written report for completed Audit from FY21-22.
 - c. Mark made the motion "*to hire RCI (Renton Collections Inc) for collections*". Katie seconded. Passed. Two accounts have been in arrears for several thousand dollars. Mark will contact RCI regarding their Collection Agreement.
 - d. Gary was to get Adam to issue for Association Reserves the 50% deposit of \$3,280 total.
 - e. Alanna will notify Adam that the Budget committee will meet March 5th to update the proposal for the Annual meeting.
 - f. Adam to followup on Late Fees suggestions. Gail has a sample.
3. Correspondence/Secretary Report: Gail reported none
 4. Committee Reports:
 - a. **Architectural Control:** Alanna Hartzell -- see report
 - i. Approved painting for one home and partial tree removal at another.
 - ii. 10305 Minterwood's attorney has hired a local resident contractor to clean up the property, then remodel for selling.
 - iii. Alanna will follow up on potential issue regarding tiny house on wheels.
 - iv. One postcard requested to be mailed for unsightly front, side and waterside yard.
 - b. **Lake Management:** Don Thomson –
 - i. Alanna is meeting Wednesday with Pape and Sons regarding Sluice Gates leak.

- ii. Don will apply for annual Trout Planting Permit.
 - c. **Property Management:** Adam Lamecker –
 - i. Clubhouse door project almost completed.
 - d. **Community Events/Security** – no report
 - e. **Welcoming Report** –Katie has one new resident Welcome packet pending delivery.
5. Old Business –
- a. Alanna has possible two regarding Board vacancy. Les will continue and Don requests to be relieved from the Board but will continue as Lake Management Committee Chair.
 - b. The committee for By-laws, CC&R's and Rules & Regulations review held one meeting on February 4th and is making good progress first on the CC&Rs. Their next meeting is scheduled for March 5th at 2:00.
6. New Business –
- a. Don made the motion *"to set the Annual meeting on, Saturday, April 15th per our Bylaws"*. Mark seconded. Passed. Gail will reserve the Key Center Fire Station for 3:00 meeting. The window for notifying members via mail is Sunday, March 26th to March 31st per our governing documents and the state's RCW's. Gail requests Annual meeting packets be ready by Friday, March 17th.
 - b. March 13th is the next Board Meeting.
 - c. April 22nd is the Community Spring Cleanup, June 10th Fishing Derby, July 14-16 Community Yard Sale. August 19th Community Picnic.
7. Master Calendar is on target.
8. Mark moved we adjourn at 6:25. Don seconded. Passed.

Next meeting is March 13, 2023 at 5:00 Key Center Library Mtg Room

Submitted by Gail Howe-Jennings

APPROVED 3/13/2023

PREVIOUS ITEMS FOR FOLLOW UP

March Agenda review membership packets for printing and stuffing and mailing
 April meeting invite Bookkeeper – April meeting either 2nd Monday or 3rd Monday?
 Katie still pursuing sources for entrance sign lumber for planks
 Recruit new Trustees-pending
 Spring clean-up project list for 105th Lake Minterwood sign gold letters maintenance
 March Agenda to review additional maintenance at front entrance from highway
 Don to update on a new method to create a data base to measure lake water level
 Complete synopsis of lake management notebooks-pending
 Date to be determined, Don to demonstrate how to do Well Monitoring Procedures
 Apply for lake maintenance grants