

LAKE MINTERWOOD BEACH CLUB
MINUTES FOR BOARD OF TRUSTEES MEETING
May 15, 2023 5:00 PM at KEY CENTER LIBRARY

The meeting was called to order at 5:10pm by Chairman Alanna Hartzell. Present were Mark Wood, Gail Howe-Jennings, Gary Krancus, and Don Thomson. Adam Lamecker, Katie Wilkinson, and Roger Roth had excused absence. Guests were Bambi Wood, Ashley Siva and Michaelina Tenney.

Guest included Ashley Siva regarding the Community Garden. She was reporting back the budget was \$8,000 to \$13,000. They are asking for donations and inquiring about grants. Gary and Alanna will investigate whether legally LMBC can accommodate for the name and the checking account usage since we are already a non-profit registered with the State.

Guest Michaelina Tenney attending expressing her interest in leading up a volunteer community Lake Research Committee. Alanna will put on the community FaceBook interest in volunteering and will send her several previous reports by Robin Harvey on Lake History and Dredging information.

1. Mark *"moved to approve the April 17, 2023 Board Meeting Minutes."* Don seconded. Passed. The election of officers and committee assignments were attached to these minutes for publication.
2. Gary *"moved to approve the April 15, 2023 unofficial Annual Membership Meeting Minutes for publishing on the website."* Don seconded. Passed
3. Financial Reports: Treasurer Adam Lamecker reported:

a. Aug 1, 2022 – May 14, 2023 Financial Report

Balance Sheet

Total assets are \$159,708 which is 8.0% less than last year. This is due to the reserve expenses that were made this year. Net income is \$21,519 less than last year at this time.

Profit & Loss

Total income was \$86,997 which is \$8,918 more than last year. Dues collected to date are \$3,263 less than last year. Expenses for the current fiscal year to date were \$30,436 higher than last fiscal year at this time due to the special projects that were completed.

Check Details

This report is for 17 Apr 2023 – 14 May 14, 2023. Most checks written were for normal expenses.

A/R Aging Summary

Total currently owed is \$18,5471 compared to \$16,917 from last month.

- b. The dates on the written report for completed Audit for FY20-21 and FY21-22 was corrected.

- c. Alanna contacted RCI Collections for some questions before the final acceptance. It is pending for her to receive answers back.
 - d. The Association Reserves Capital Reserve Study will be followed up by Gary regarding some questions and answers.
- 4. Correspondence/Secretary Report: Gail reported the 2023 Lake Treatment schedule was email to lake front property owners except for 8 which were snail mailed. More Parking Permit tags were received from www.smartsign.com. (The value tags will be preferred in the future)
- 5. Committee Reports:
 - a. **Architectural Control:** Alanna Hartzell -- reported one new roof and two new fence permits were approved and one park usage for-profit was denied.
 - b. **Lake Management:** Don Thomson –
 - i. The next lake stocking will be the first week of June.
 - ii. Alanna reported the Fishing Derby permits were received and she will investigate grants for fish stocking due by February 1st for next year.
 - iii. Lake monthly testing report at 2 for the first one of the season.
 - iv. Aquatic Treatment schedule posted on the beach house. Gail will add to the Master Calendar for April to check for 7-day notice for future lake treatments.
 - c. **Property Management:** Mark Wood –
 - i. Mark will follow up on getting inside molding to complete the clubhouse door installation. Alanna posted instructions on how to use the new combination lock.
 - ii. Community clean-up was held on April 29th. Don did an excellent job blowing debris off the park driveway. Others cut pompous grass, raked leaves, picked up tree branches. It was reported there is again an accumulation of junk/garbage at the Key Central Forest entrance and cul-da-sac at 113th. Volunteers are always welcome to pick up garbage in our neighborhood. Gail will add to the Master calendar to have a Fall community clean-up.
 - iii. The Landscape Contract for Carlos was increased to \$1,100 plus \$86.90 (7.9% tax added) (Total=\$1186.90 per month) and an additional \$150.00 each time as needed to maintain the highway entrance. Approved by Board members.
 - iv. Mark will pursue with Gary the pressure washing of the swim float.
 - d. **Community Events/Security** – Alanna reminded June 10th is the Fishing Derby.
 - e. **Welcoming Report** –Katie delivered one packet to Hartman/Yangas.
- 6. Old Business –
 - a. The committee for By-laws, CC&R's and Rules & Regulations meets next on June 4th.
 - b. Gail reported the new image produced aluminum sign was installed a couple weeks ago.

- c. Gail reported the new 14"x7' new Lake Minterwood aluminum sign has arrived and will be assembled on treated lumber and 4x4 posts. Alanna will get the sign, lumber from Gail, and any additional materials for installing. (lag screws and cement etc)
- 7. New Business –
 - a. Don "moved to approve a Resolution for the Rules and Regulations Collection Policy". Mark seconded. Passed. The policy adds a late fee (\$15) and raises the administrators fee (\$25 from \$10) to our existing governing documents plus clarifying the timelines.
 - b. Mark "moved to approve a Resolution for the Rules and Regulations Transfer Fee Policy". Gary seconded. Passed. The policy raises the fee to \$100 from its original \$50.
 - c. Mark "moved to approve the June 15th annual invoices mailing content notes". Gary seconded. Passed. Gail will relay the information to the Bookkeeper.
 - d. Don "moved to accept Les Hall's verbal resignation as a board member effective May 15th, 2023". Mark seconded. Passed. Mark has already received Les's keys and paperwork.
- 8. Master Calendar reviewed. Additions will be made.
- 9. Gary moved we adjourn at 6:56. Mark seconded. Passed.

Next meeting not yet scheduled as Alanna will investigate a better time and location.

APPROVED 06/28/2023

Submitted by Gail Howe-Jennings

PREVIOUS ITEMS FOR FOLLOW UP

Current needs from the Capital Reserves Report are to replace the playground wood chips. Mark to talk to Carlos. Next year in 2024 more discussion on revamping the beach parking lot.

grants for fish stocking due by February 1st

Don will investigate lake level, precipitation, and evaporation criteria for a recommended new weather station for us to purchase.

Recruit new Trustees-pending

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 and fish stocking grants