

**MINUTES**  
**LAKE MINTERWOOD BEACH CLUB BOARD OF TRUSTEES MEETING**  
**October 16, 2023 5:00 PM at Key Center Library**

The meeting was called to order at 5:02pm by Chairman Alanna Hartzell. Present were Gail Howe-Jennings, Adam Lamecker, Katie Wilkinson, Gary Krancus, and Roger Roth (5:11 arrived) Mike Gofman, Joe Feldman and Mark Wood were absent. Guests: none.

1. Adam "*moved to approve the September 18, 2023 Board Meeting Minutes.*" Katie seconded. Passed.
2. Financial Reports: Treasurer Adam Lamecker reported:

- a. **Aug 1, 2023 – 15 Oct, 2023 Financial Report**

- Balance Sheet

- Total assets are \$207,877 which is 11.0% more than last year. Net income is \$62,242, 88% more than last year at this time.

- Profit & Loss

- Total income was \$67,007 which is \$73 less than last year at this time.

- Check Details

- This report is for September 18, 2023 – October 15, 2023. All expenses are normal for this time of year.

- A/R Aging Summary

- Total currently owed is \$24,014 compared to \$27,745 from last month.

- b. Adam is pursuing getting for the attorney several requested items to set up our account for our highest arrears account.
      - c. Two other high arrears accounts have contacted Adam regarding Payment Plans.
      - d. At the November meeting Adam is to present any new accounts for approval for placing liens.
  3. Correspondence/Secretary Report: Two property owners responded with thank you for the Board sending out the September Newsletter. The Board gave permission for the Secretary to purchase a new HP Color LaserJet MFP M283cdw Printer for \$424.70 from Costco due to the 8yr HP InkJet Printer's printhead parts no longer available.
  4. Committee Reports:
    - a. **Architectural Control:** Alanna Hartzell – reported approval for:  
(1) two trees. (2) two new roofs and gutters (3) two new painting (4) One metal roof extension variance (5) one new 6' fence (6) one shed still denied and reported to Pierce County (7) continued inspection of shoreline construction denied and mitigation required for erosion control.
    - b. **Lake Management:** Don Thomson – Report attached
      - i. The fecal coliform reading collected August 22, 2023 results at 3 per 100mls.

- ii. October 14<sup>th</sup> Well measured: Flow 174.9 gallons per minute; Drawdowns 46.17 feet; Specific Capacity 4.6 gallons per minute per foot drawdown.
- iii. Last sample of season collected September 19, 2023
- iv. Lake responsibilities were verified as follows: Adam (lake treatment and trout stocking) Joe (water sample and well's running & maintenance) Don will meet with both Joe and Mike to learn the well's monitoring procedures.
- v. Don reported the well was shut off for the season on October 14<sup>th</sup>.
- c. **Property Management:** Property Manager – Mike Gofman
  - i. Clubhouse molding completed except for painting.
  - ii. The locks codes were changed October 1<sup>st</sup> but reported gate lock is sticking.
  - iii. Mike is following up on wasps' nest above clubhouse door.
  - iv. Alanna will check on turning off the park sprinklers for the season.
  - v. October 31<sup>st</sup> is the last mowing for the season by Carlos (he starts May 1<sup>st</sup>)
- d. **Community Events** – Alanna reported - none
- e. **Welcoming Report** –Katie delivered packets to Robson.
- 5. Old Business – none
- 6. New Business
  - a. Since the park driveway needs blown-off, Katie will check on her blower.
- 7. Master Calendar -- October Trash Containers updated to Remove Dumpster
- 8. Adam moved to adjourn at 5:50. Katie seconded. Passed.

**Next meeting will be Monday, November 20<sup>th</sup> at 5:00pm, Library Key Center**

Submitted by Gail Howe-Jennings

**Approved 11/20/2023**

#### PREVIOUS ITEMS FOR FOLLOW UP

Current needs from the Capital Reserves Report are to replace the playground wood chips.  
 Next year in 2024 more discussion on revamping the beach parking lot.  
 Complete synopsis of lake management notebooks-pending  
 Don to demonstrate how to do Well Monitoring Procedures with Joe and Mike  
 Apply for lake maintenance grants and fish stocking grants (due by February 1<sup>st</sup>) per Alanna