

MINUTES
LAKE MINTERWOOD BEACH CLUB BOARD OF TRUSTEES MEETING
November 20, 2023 5:00 PM at Key Center Library

The meeting was called to order at 5:01pm by Chairman Alanna Hartzell. Present were Gail Howe-Jennings, Adam Lamecker, Katie Wilkinson, Mike Gofman, Joe Feldman and Mark Wood. Gary Krancus and Roger Roth were absent. Guests: Bambi Wood

1. Adam *"moved to approve the October 16, 2023 Board Meeting Minutes."* Katie seconded. Passed.
2. Financial Reports: Treasurer Adam Lamecker reported:

a. Aug 1, 2023 – 19 Nov, 2023 Financial Report

Balance Sheet

Capital Reserves: \$96,887 Checking: \$80,105 Operating Reserves: \$5,064
Total assets are \$208,154 which is 10.0% more than last year. Net income is \$62,519, 84% more than last year at this time.

Profit & Loss

Total income was \$72,131 which is 4% less than last year at this time.

Check Details

This report is for October 16, 2023 – November 19, 2023. All expenses are normal for this time of year. Includes expense for a new printer and property taxes.

A/R Aging Summary

Total currently owed is \$19,650 compared to \$24,014 from last month.

- b. Executive Session motion made at 5:06 by Adam, seconded by Mark to discuss arrears property owners. Returned back into open session at 5:24, motion made by Adam, seconded by Katie with no action taken.
- c. Adam made the motion to lien 4 delinquent accounts if not paid by December 1, 2023. Mark seconded. Passed.
- d. Adam made the motion to send 2 delinquent-lien accounts to the attorney for collections. Katie seconded. Passed.
- e. Adam reported one other account has filed bankruptcy and is required to pay.
3. Correspondence/Secretary Report: An email from Robin Harvey explained the locations of Dept of Ecology Wells in the park grassy areas; Gail attended the Secretary of State webinar regarding new laws in effect July 2023. She will send the webinar replay link to all Board members. RCW64.90.525 allows automatic annual budget ratification unless a majority of the property owners specifically vote against the budget.
Gail will gather information to make Board member Binders for each designated term position to be returned when vacancies occur. Katie will assist printing.

4. Committee Reports:

a. Architectural Control: Alanna Hartzell – reported approval for:

- (1) tree removal (2) exterior painting (3) trees removal encroaching drain field (4) concrete block wall fence (5) 6ft cedar fence.
- (6) one shed still denied until moved 4ft as reported by Pierce County.
- b. **Lake/Wells Management:** Joe Feldman **Treatment & Trout:** Adam Lamecker
 - i. The last seasonal fecal coliform reading collected 9/19/2023 tested less than 1.6 per 100mls. Copy given to Joe.
 - ii. Lake responsibilities were verified as follows: Adam (lake treatment and trout stocking) Joe (water sample and well's running & maintenance) Stilling pending for Don to meet with Joe and Mike to learn the well's monitoring procedures.
- c. **Property Management:** Mike Gofman
 - i. Clubhouse molding completed painting.
 - ii. Mike will follow-up on blowing off the park driveway before winter snow. Thanks Mark for use of non-electric leaf blower.
 - iii. Mike reported the Lake house has been winterized and code changed so that folks can't use it. Also, Mike put away three trash cans, there's one left by the lake house and the green one by the north entrance
- d. **Community Events** – Alanna reported - none
- e. **Welcoming Report** –Katie has packet for new owners Isenhart.
- 5. Old Business –
 - a. Attorney contract was signed by Treasurer Adam Lamecker
- 6. New Business
 - a. SoundCU current credit cards limits is \$1200 per the three cards and a total of \$4,000 overall limit. Felice requests Alanna's card be raised to \$2,000. Adam will talk to SoundCU regarding raising our overall credit limit to \$9,000 total.
- 7. Master Calendar --
- 8. Gail moved to adjourn at 6:34. Adam seconded. Passed.

Next meeting will be Monday, January 22, 2024 at 5:00pm, Library Key Center

Submitted by Gail Howe-Jennings

APPROVED 01/22/2024

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 1st) per Alanna