

MINUTES
LAKE MINTERWOOD BEACH CLUB BOARD OF TRUSTEES MEETING
March 18, 2024 5:00 PM – Library Key Center

The meeting was called to order at 5:00pm by Chairman Alanna Hartzell. Present were Gail Howe-Jennings, Adam Lamecker, Katie Wilkinson, Joe Feldman, and Mark Wood. Mike Gofman, Roger Roth and Gary Krancus were absent. Guest was Bambi Wood.

1. Mark *"Moved to approve the February 26, 2024 Board Meeting Minutes."* Katie seconded. Passed
2. Financial Reports: Treasurer Adam Lamecker reported
 - a. **Aug 1, 2023 – Mar 17, 2024 Financial Report**

Balance Sheet
Capital Reserves: \$77,483
Checking: \$74,622
Operating Reserves: \$5,065
Total assets are \$203,6222 which is 17.0% more than last year. Net income is \$57,987, 204% more than last year at this time.
Profit & Loss
Total income is \$77,043 and Total expenses are \$19,056 so far this year.
Check Details
This report is for January February 25, 2024 – 17 March 2024. All expenses are normal for this time of year.
A/R Aging Summary
Total currently owed is \$19,356 compared to \$19,500 from last month.
 - b. Adam *"Moved to approve the FY 2024-25 Operating Budget and Disclosure about Reserve Studies for the budget ratification process."* Gail seconded. Passed
 - c. Adam is following up regarding Update on Yearly Audit
3. Correspondence/Secretary – Gail handed out Board Notebooks stating the Job Descriptions would be inserted later. It was reported the 2023-24 legislature repeals RCW 64.38 Homewners Assoc and replaces it with RCW 64.90 effective January 1, 2028. A new General Agenda for monthly meetings has been posted on the website. Both the D&O Insurance Policy and Property/Liability Insurance Policy have been received for payment.
4. Committee Reports:
 - a. **Architectural Control:** Alanna Hartzell report
 - i. Postcard requested to be sent regarding complaint on tent being used as a carport.
 - ii. The following were approved: 106th new fence and a tree removal; two Minterwood new roofs
 - b. **Lake/Wells Management:** Joe Feldman (Trout Planting: Adam Lamecker)
 - i. Contract finalized with NW Aquatic Management.
 - ii. Mike's video of the Well procedure will be put on a thumb drive and archived
 - iii. April 15th the well/pump will be turned on and monthly testing begun.
 - c. Property Management: Mike Gofman
 - i. Playground chips installed and a picture will be posted (\$706 for chips \$660 for spreading)
 - ii. Rocks at dam installed.

- iii. Adam reported the groundskeeper contract has been extended for another year at the same price.
 - d. Community Events – Alanna Hartzell
 - i. The permit for the Fishing Derby on June 8, 2024 has been sent in.
 - ii. The community Clean-up Day at 11:00 in the park is scheduled for April 27th.
 - e. Welcoming Report – Katie Wilkinson delivered Welcome Packets to Cosand and Gunn. Pending is Yekkar.
5. Old Business
- a. Board Job Descriptions will be formatted and then distributed.
 - b. Some possible new board members were suggested to fill vacancies.
6. New Business
- a. Mark *"Moved to set the Annual meeting, per our governing documents, for Saturday April 20th at 3:00 at the Fire Station in Key Center"*. Katie seconded. Passed
 - b. Adam *"Moved to Approve Annual meeting Packets for the Invitation, Agenda, Ballot/Proxy, 2024-25 Operating Budget and Disclosure Supplement."* Katie seconded. Passed
 - c. Mark Wood to prepare the PowerPoint and other Board members to prepare reports.
 - d. The Bookkeepers computer owned by LMBC is 6 years old and not reliable anymore. Mark *"moved to allow the Bookkeeper to purchase a new computer, not to exceed \$600 plus tax."* Katie seconded. Passed.
7. Review Master Calendar Items: Adam will follow-up on the contract with Nisqually Fish Farm
8. Joe *"Moved to adjourn at 6:36"* Mark seconded. Passed.

Next meeting will be April 15, 2024 at 5:00pm, Library Key Center

Submitted by Gail Howe-Jennings

APPROVED 04/15/2024

PREVIOUS ITEMS FOR FOLLOW UP

Next year in 2024 more discussion on revamping the beach parking lot.

Complete synopsis of lake management notebooks-pending

Collection Policy suggested changes per Condominium Law attorney to be revamped before June dues invoices mailed to include in envelop.

Review amendment for meeting notification timelines

FYI "In October 2014, the trustees hired consulting arborist, Tom Brobst, to advise the board regarding trees on Lake MInterwood common property as well as the health of trees generally within the community. Trees have grown substantially since Lake MInterwood was platted some 50 years ago, and some have become hazardous to homes. The trustees learned to recognize some signs of disease in trees. Tom recommended that LMBC remove several trees in the common area and willows and alders by the east side of the lake by the dam. These trees were taken down the week prior to the annual meeting."