

**Lake Minterwood Beach Club**  
Highlights of the Board of Trustees Meeting  
February 20, 2019  
6:00pm

**Meeting:** The regular meeting of the LMBC board of trustees was called to order by Vice-president Alanna Hartzell at 6:02 pm at Key Center Library. Others present were trustees Rita Cornella, John Baxter, Gary Krancus, and Barbara Temple-Thurston.

**Absent:** Don Thomson, Chris Hogeberg, and Jessie Tallent.

**Guests present:** None.

**Meeting Adjourned at 7:49pm.**

**Minutes:** Minutes of Lake Minterwood Beach Club's board meeting of January 16, 2019 were approved.

**Financial: Gary Krancus.**

Financial reports of Jan 15- Feb 18, 2019 accepted.

Balance Sheet: Total assets were better than last year while total Liabilities are \$1000 higher than last year.

Profit & Loss: Fiscal year-to-date income is \$1241 better than last year but expenses are more than last year due to repairs made in the park area. These repairs had been deferred from previous years.

Actuals vs. Budget: Total income is less than budgeted due to some unpaid dues. We appear to be on track for the year to date as payments continue to come in. This will be addressed later when we talk about the preliminary budget for 2019-2020.

Check Detail: Most checks written were for normal expenses. This month we placed liens on 3 properties and released liens on 2 properties.

A/R Aging Summary: Comparing this month's Customer Balance Summary with last month an additional \$974 of past dues were collected. The Treasurer also noted that he had personally spoken to LMBC residents who had not yet paid

their annual dues. All but two have now paid for 2018/19 or are current with an approved payment plan.

The Treasurer noted difficulty in printing a chart of accounts which would include account numbers within our accounting system. He will speak with bookkeeper about the need for a copy of all passwords in case of emergency.

**MOTION by Gary Krancus:** Secretary of the LMBC Board will hold a copy of all passwords and logins related to all financial matters and all other club matters. Unanimously approved.

Treasurer noted that liens' filing fee needs to be adjusted to actual cost.

**MOTION by Alanna Hartzell:** The bookkeeper will adjust the filing fee for liens to the actual cost. Unanimously approved.

Board reviewed and approved the draft of the Annual Budget presented.

### **Correspondence: Rita Cornella**

- a) Secretary Cornella noted receipt of 'thank you' letter from EnviroCorp.
- b) She noted that our landscaper has agreed to take on the weekly cleaning of the bathrooms for the summer season. He will start after our initial cleanup in early May.
- c) Secretary has secured the Key Center library for LMBC meetings for March and April, as well as Key Center Fire Station for our annual meeting April 27th, 2019.
- d) Secretary and Treasurer reported a letter was sent to one owner to verify that the board reviewed his case and found he is still liable for the fine the board previously imposed.

### **Committee Reports:**

- a) **Architectural Control: Gary Krancus.**

### Closed files:

- 1. Approval for tree removal of dangerous leaning tree (Thomas, 113th Str)
- 2. Approval to remove ten trees too close to the house (Dahl, 106th St. Ct.)

Pending:

3. Construction of 2000 sq ft. home with 672 sq ft. garage has begun (149th Ave).
4. Complaint received about commercial sign in front of house (Minterwood Drive).
5. New owners notified to remove carport frame (108th St. Ct.)
6. No action yet on carport and concrete slab on 148th street turned over to the County. County determined both were to be removed (148th Ave).

**B. Lake Management: Don Thomson.**

John indicated that the State permit for fish stocking has been completed.

**C. Property: Chris Hogeberg.**

Electrical Approval tag noted and the water has been shut off for the winter.

1. Purchase of basketball backboard and metal net delayed due to snow. John Baxter and Mike Gofman will install it.

**D. Security: Chris Hogeberg (interim)**

Board has revised its security position to be more of a Neighborhood Watch position. The appointed board member Jessie Tallent will organize her committee and report progress to the board.

**E. Social Media and events: Alanna Hartzell.**

1. Alanna noted that gifts for participants of the Christmas lights competition were handed out with great fanfare.
1. Alanna will update the FaceBook page to reflect upcoming activities like the Community Cleanup and Bonfire event.
2. Alanna is still seeking to install the Pierce County Wildlife and Wetlands signs she obtained. Mike Gofman will help Alanna hang the signs in the appropriate areas.

**F. Welcoming: Willow Grace.**

1. No welcoming visits this month.
2. Alanna will be joining Willow as part of the Welcoming Committee. There are three new families that currently need welcoming.
3. Door-hangers requested by Willow are now available for leaving messages for residents.

4. Alanna will place message on FB to remind residents to submit their email addresses to the board. Our goal is to have all alerts and newsletters sent via email in the near future in order to save considerable dollars on postage.

**Old Business:**

Master Calendar items:

- a) John will check contract with Fish Farm

Treasurer confirmed LMBC received letter stating the audit was completed with no financial irregularities noted The auditor stated the books conform to standard accounting practices and she found no evidence of missing, misappropriated or mishandling of funds.

**New Business:**

- a) Secretary will approach resident to fill a vacancy on LMBC board.

**Next meeting is March 21st 2019 at 6:00pm at Key Center Library.**

Respectfully submitted:  
Barbara Temple-Thurston,  
Recording Secretary