

LAKELAND VILLAGE COMMUNITY CLUB
Board Meeting Minutes
June 2022

Date: June 21, 2022

James Byrne, President called to order the regular meeting of the Board of Directors at 5:37pm.

Board Members Present: James Byrne, Cindy Ross, Peter Nash, Don Huibregtse, Sylvia Banzon, Madison Barnard

Others Present: Laurie Swetkovich

Absent: Jason Ilarraza

May Board Meeting minutes

Motion: Maureen (Mo) Allen moved to approve minutes as written.

Second: Sylvia Banzon

Aye: 6 (Sylvia, Peter, Don, Cindy, Madison, Mo)

Opposed: 0

Abstained: 1 (James)

Officer Reports

Treasurer's Report

Financial reports for June 2022:

Balance Sheet as of June 20, 2022

Checking	\$ 4,523.51
Savings	\$183,074.94
Cap Imp Reserve	\$ 63,008.12
Litigation	\$ 61,215.08
Money Market	\$ 91,786.14 (general funds)
Money Market Ck.	\$ 5.00
Accounts Receivable	\$ 32,254.28
Prepaid Insurance	\$ 3,321.00
Undeposited Funds	\$ 320.00
Total	\$439,508.07

Statement of Activities (Accrual method) as of June 20, 2022

Total Expenses	\$ 47,645.74
Total Income	\$ 239,755.69
Net Ordinary Income	\$ 192,109.95
Net Income	\$ 192,109.95

Three households are two years in arrears on their annual dues. Liens will be placed on the properties with the county if payment has not been received within 30 days from the next billing.

Motion: Don Huibregtse moved to place a lien on the three properties that have two years' past due annual assessments.

Second: Mo Allen

Aye: 6 (Mo, Don, Sylvia, Cindy, Peter, Madison)

Opposed: 0

Abstained: 1 (James)

President's Report

James Byrne thanked Laurie for her eight years of service. James let the Board know that Les Dennis has resigned from the Board for health reasons.

Vice-President's Report

N/A

Public Comments

N/A

Committee Member Reports

Maintenance

Laurie Swetkovich reported that maintenance is suggesting that restrooms by the playground/beach area be closed for the winter, with doors covered with plywood and painted the same color as the restroom. The Board decided this is acceptable to help alleviate vandalism during the winter months when the restrooms are rarely used by community members.

Compliance/Patrol

Don Huibregtse reported that the majority of members are complying with covenants. There are currently only about five homes where propane tanks and/or garbage cans are visible from the road.

Architectural Control (ACC)

Don Huibregtse reported that in June there have been about one dozen project permits submitted. Permits are being reviewed and approved as quickly as possible, usually within a few days.

A member requested to paint the exterior of their house a bold yellow color. The sample color swatch was provided to the Board, and it was determined that the color is too bold and is not considered an earth tone.

Motion: Peter Nash moved to disapprove the requested paint color.

Second: Mo Allen

Aye: 6 (Mo, Don, Sylvia, Cindy, Peter, Madison)

Opposed: 0

Abstained: 1 (James)

Lake Management

Peter Nash reported:

- The county will be contacted again about the sewer pump.
- Second noxious weed treatment will occur this Thursday.
- Fish plant will be in October 2022. There are plenty of fish currently in the lake, and the fish seem to be larger than in past years.

Recreation

Cindy Ross reported that Jason Ilarraza has contacted 2Magaritas restaurant and they will be providing food for the community picnic.

Hearing Committee

Hearing took place June 21, 2022, about barking dogs. Committee suggested that a bark collar must be worn by the dog when owners are not at home.

Motion: Don Huibregtse moved to accept the committee's suggestion, and that the dog must wear a bark collar when the owners are not at home.

Second: Mo Allen

Aye: 6 (Mo, Don, Sylvia, Cindy, Peter, Madison)

Opposed: 0

Abstained: 1 (James)

Old Business

On June 2, 2022, an electronic vote was completed to hire Sylvia Banzon as a part-time Office Coordinator. The Board's intent is to hire a part-time Office Coordinator to handle the LLVCC clerical work when the current Office Manager leaves employment. Ms. Banzon is learning the duties of the position while the current Office Manager is still employed and will help train an Office Coordinator once hired. Ms. Banzon is not interested in a permanent position.

Motion: Cindy Ross motioned to hire Sylvia Banzon at \$20 an hour to learn the duties of an Office Coordinator. Sylvia will work up to 25 hours a week.

Second: Peter Nash

Aye: 6 (Mo, Madison Peter, Cindy, Don, James)

Opposed: 0

Abstained: 1 (Sylvia)

Audit Update

Cindy Ross reported that audit is being worked on by Clarke Whitney, CPA, Inc. They are testing records to select targeted records for further review.

Olympic Tax

James Byrne spoke with Johnnie at Olympic Tax. They agreed to begin doing our accounts payable and receivable for approximately \$3,000 per year. LLVCC would furnish them with our checks. The checks that they will prepare will be available for pick-up at their Belfair office. Olympic Tax will host LLVCC's Quick Books, and LLVCC will have a back-up copy. Olympic Tax will also update member records (addresses, phone numbers, etc.).

Motion: Cindy Ross motioned to engage Olympic Tax to complete A/P and A/R beginning July 1, 2022.

Second: Peter Nash

Aye: 6 (Mo, Madison Peter, Cindy, Sylvia, Don)

Opposed: 0

Abstained: 1 (James)

Office Position

One application was received. Tina Coberly was interviewed on June 20, 2022, by Mo Allen, James Byrne, and Cindy Ross.

Motion: Cindy Ross moved to offer Tina Coberly the position of Office Coordinator at \$18 an hour, 25 hours a week with a 90 day probationary period. Working hours will be the hours stated on the job description.

Second: Mo Allen

Aye: 5 (Maureen, Madison Peter, Cindy, Don)

Opposed: 0

Abstained: 2 (James, Sylvia)

New Business

Office Manager Resignation

Laurie Swetkovich provided her written resignation via email on June 14, 2022, her intention is to work through June 30, 2022. The Board wishes Laurie all the best in her future endeavors and is grateful for her 8+ years of service.

Beaver Work Initiation

Peter Nash spoke with the Department of Agriculture who handles capturing beavers. In talking with them, they strongly recommend getting rid of the beavers as they multiply quickly and will destroy shoreline vegetation. LLVCC needs to destroy the beaver shelters. LLVCC is signing the work agreement to remove the beavers.

Response to Craig Chase

Letter signed by the Board President was sent to Mr. Chase today.

Ground Authority Hours

Sharie Martin has agreed to work 7 days a week 1:00pm to 5:00pm as weather permits.

Upcoming Meetings

Board of Directors Meeting – July 27, 2022, at 5:30pm

LLVCC Community Meeting – tonight, June 21, 2022, at 7:00pm

Upcoming Events

Garage Sale, August 6, 2022, beginning at 8:00am

Community Picnic, August 21, 2022, 4:00pm to 6:00pm

Public Relations

Mo Allen will lead Public Relations for LLVCC.

Executive Section

Motion: Peter Nash motioned to enter into Executive Session at 6:37pm.

Second: Mo Allen

Aye: 6 (Don, Peter, Cindy, Sylvia, Mo, Madison)

Opposed: 0

Abstained: 1 (James)

Return to regular at 6:38pm – there were no items for discussion.

Meeting Adjournment

Meeting Adjournment: 6:40pm

Motion: Mo Allen motioned to adjourn the meeting.

Second: Madison Barnard

Aye: 6 (Don, Peter, Cindy, Sylvia, Mo, Madison)

Opposed: 0

Abstained: 1 (James)

Respectfully submitted,

Cindy Ross

Cindy Ross, Treasurer/Secretary