

**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes



Date: July 26, 2023 at 5:31 pm.

Board Members Present: Maureen Allen, Sylvia Banzon, James Byrne, Scott Horsfall and Don Huibregtse.

Absent: Peter Nash, Clint Fretz (arrived around 8:30 pm for Executive Session)

Others Present: Mary Helton, Pamela Buck, Steve Abels, John Dacy, Jerry Cloyd, Rodger DeBritz, Michael Pearce, Becky Anderson, John Indorf, Bruce Martin and Debbie Leslie.

TOPIC	DISCUSSION/VOTE	ACTION ITEM
<p><b>Approve Previous Minutes</b></p>	<p><b>June Board Meeting Minutes</b>  <b>Motion:</b> Sylvia motioned to accept June meeting minutes as written.  <b>Second:</b> Maureen  <b>Aye:</b> Maureen, Sylvia, James, Scott and Don  <b>Oppose:</b> None  <b>Abstain:</b> None</p> <p><b>Annual Community Meeting Minutes</b>  <b>Motion:</b> Don motioned to accept meeting minutes as written.  <b>Second:</b> Maureen  <b>Aye:</b> Maureen, Sylvia, James, Scott and Don  <b>Oppose:</b> None  <b>Abstain:</b> James</p> <p><b>Special Meeting Minutes (Email Vote)</b>  <b>Discussion:</b> Board members are not ready to approve the minutes. Postponed to email and vote electronically.  <b>Motion:</b> James motioned to accept meeting minutes as written.  <b>Second:</b> Maureen  <b>Aye:</b> Maureen, Sylvia, James, Clint, Scott. Don and Peter  <b>Oppose:</b> None  <b>Abstain:</b> None</p>	<p>Office Staff will send the minutes and motion to approve minutes via email.</p>
<p><b>Board Members Resignation</b></p>	<p>The following board members resigned their positions since the last Board meeting.</p> <ul style="list-style-type: none"> <li>- Dave Engman</li> <li>- Diane Clevenger</li> </ul> <p><b>Hearing Committee Appointment (Email Vote)</b>  <b>Motion:</b> Don motioned to accept resignation letters.</p>	

**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

	<p><b>Second:</b> Maureen  <b>Aye:</b> Sylvia, James, Scott, Don and Peter  <b>Oppose:</b> None  <b>Abstain:</b> Maureen</p>	
<b>Board Members Appointment</b>	<p><b>Call out to members-</b> James Byrne          We have two open Board positions and want to let the public know that this is an opportunity to work towards enhancing our community.</p>	Office Staff to send a call out to members for volunteers.
<b>PUBLIC COMMENTS/ COMPLAINTS</b>		
	<p><b>Concern:</b> Homeowner sent email to the office complaining of weeds in a neighbor's empty lot. The weeds are as tall as five feet.</p> <p><b>LLVCC response:</b> Because the empty lot was prepared for construction; the neighbor has the obligation to maintain the lot. The neighbor was contacted, and weeds were sprayed with weed killer. Removal of weeds is scheduled and completed.</p> <p><b>Point of clarification:</b> If a lot is in its natural state, the lot owners do not have an obligation to maintain a lot.</p>	
	<p><b>Concern:</b> Neighbor's dog peeing and pooping in my yard at all hours of day and night and activating our security lights at night.</p> <p><b>LLVCC response:</b> Spoke with homeowner and asked them to keep his dog in his yard or on a leash.</p>	
	<p><b>Concern:</b> Neighbors have stacks of construction materials that have been sitting in the yard for months with no movement. Can they please clean up the yard?</p> <p><b>LLVCC response:</b> Please note homeowners moving into a newly constructed home have up to one year to complete their landscaping after construction are completed.</p>	
	<p><b>Concern:</b> Neighbors have a tree that is overgrown from their yard to mine, which drops all sorts of petals and branches. There is a line of ferns and other plants along the property line that are unkept and are overgrown in the yard.</p> <p><b>LLVCC response:</b> Homeowners should have a conversation about this type of issue with their</p>	

**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

	<p>neighbors. The concerned homeowner has the right to trim or cut any tree branches or plants that are overgrown into their yard.</p>	
	<p><b>Concern:</b> The board should operate in the best interest of the majority of the property owners in all actions, including budgetary. Concerns about budget items that do not apply to all property owners.</p> <p><b>LLVCC Response:</b> All budgetary items included in the budget are expenses for conducting business, maintaining the common areas, and paying taxes. Community Events sponsored by the HOA are open to all homeowners for participation. It has been a tradition in our community to sponsor these events. The amount used in the budget for these events is very minimal and it only constitutes 1% of our budgeted expenses. It is at the community discretion if they want to decide not to sponsor these events and eliminate the line item from the Budget. If this is the community's desire, please bring forward a motion for a vote at the Budget meeting.</p>	
	<p><b>Concern:</b> Is there a system in place to follow-up with resident complaints/covenant violation allegations?</p> <p><b>LLVCC Response:</b> The office has made every effort to keep up with the complaints and ensure residents get solutions to their problems. We are using the agenda and minutes as a repository of the complaints to share with all homeowners.</p>	
	<p><b>Concern:</b> Is there a patrol activity tracking system or a log for all interactions of our paid patrol personnel?</p> <p><b>LLVCC Response:</b> Currently we do not have this in place. This is not a requirement, but it can be considered a best practice. Starting in August we will start tracking interactions.</p>	
	<p><b>Concern:</b> The Board is conducting business/votes via email versus during a regularly scheduled or special meeting. I believe this is in violation of RCW 64.90.445</p> <p><b>LLVCC Response:</b> This is true. Board members meet once a month and the office staff are faced with issues every day. In the past homeowners and office staff had to wait until the next meeting for answers. This is not an efficient way to conduct business. When an issue</p>	

**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

	<p>requires a prompt answer, an email is sent with the motion and a vote is required from the Board members. Currently, all emails are saved which includes a motion and the Board members votes. We will ensure all these items will be added to the minutes going forward. For past votes, emails will be printed and added to the minute's binder. Thank you to the homeowner for bringing this forward.</p> <p>Section 2 (k) Instead of meeting, the board may act by unanimous consent as documented in a record by all its members. Actions taken by unanimous consent must be kept as a record of the association with the meeting minutes. After the transition meeting, the board may act by unanimous consent only to undertake ministerial actions, actions subject to ratification by the unit owners, or to implement actions previously taken at a meeting of the board.</p>	
	<p><b>Concern:</b> Swings hung to the correct (safe) height. This request was made long ago and still not completed.</p> <p><b>LLVCC Response:</b> Swings were hung recently and are meeting the height requirements. This item took a long time to be addressed as it was part of the Safety Committee work which was halted a few months ago when the Committee Chair resigned. Since there was a plan to do an overhaul of the playground area it was decided to wait until after this to hang the swings. It is our goal to respond to concerns as soon as possible. Some may take a little longer than we would like. We apologize for the inconvenience.</p>	
	<p><b>Concern:</b> Horseshoe area in the playground needs to be addressed. It was not with the recent cleaning of the playground.</p> <p><b>LLVCC Response:</b> We realized this was not included in the work recently done at the playground. We have requested bids for this work.</p>	
	<p><b>Concern:</b> Stairs to the playground are dangerous. Please consider taking them out and create a path instead or repairing them so they are safe for adults and children.</p> <p><b>LLVCC Response:</b> We have requested bids for this work.</p>	

**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

	<p><b>Concern:</b> The arguing by Board members at every single meeting makes for a very uncomfortable situation and is especially embarrassing when there are others in the community present at the meetings. Someone should have stepped up to have these issues worked out in private. Please try to get this point across to these Board members. No one wants to be in a hostile environment--and that is what they make it.</p> <p><b>LLVCC Response:</b> The Board wants to apologize for any discomfort these disagreements may have caused to the public present. The Board will make efforts to ensure this will not happen again. When there is a disagreement, the items will be tabled, and a working meeting will be scheduled to hash out the issues. The resolved issues will be brought forward to the Board meeting for a vote.</p>	
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**LETTERS TO THE BOARD**

<p><b>Concern about Hog Wire Fence and Cutting of Trees at 220 E. Village View</b></p>	<p><b>Concerns:</b> I am concerned about the HOG WIRE fence on the corner of Lakeshore drive and Village View Dr, (Kilmer property 220 E Mountain View Dr.). I would like to know who signed off on the clear cut of trees (supposed to leave 70 % of trees and a arborist letter if needed), but especially the fence. CC and Rs, and Resolution #26 ACC, 7a: a plan for property must be esthetically adapted to the area and nearby property (this is all of us in LL V not just those within a few hundred feet). Cedar fences and split rail fences have been the norm in LL V and an occasion plastic fence should not have slipped in. There are no Hog Wire fences in LL V and this one must be removed. They can add a cedar fence by extending their posts. However, on Lakeshore, Lakeland Way, Old Ranch Road, etc. you don't find fences butting up to the road shoulder. Take a careful look!</p> <p>Poll the community of why they came to LLV. You will find it was the ambiance, beauty and a nice place to live. We chose the village because it was not Trails End Lake, Toonerville, Collins Lake, Tahuya, etc. Red metal roofs, garages, and sheds on the front lawn effect all of us., We will never be McCormick Woods, but still want to keep the intent of our neighborhood to look nice, blending in with nature where people want to live.</p> <p>Driving by the wire fence, seeing an above ground pool, kids running around naked, and stuff all over the clear cut is not what people want to see. Lakeshore Drive is a main road and should look nice. This is a neighborhood</p>	
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**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

	<p>issue to keep property values up.</p> <p>Custom houses were the norm for years, we only had Thick Butt Shake roofs or tile roofs, but we did finally allow 40 plus composition roofs, because they still had texture, resistant to sparks landing on them and you couldn't buy thick butt shakes any longer. Years ago, one board member cost the community a reroof because he gave an okay on his own to a wood product that didn't fit in. It was a new inferior product that would last about five years and almost looked like plywood. He was open to a lawsuit and left the board.</p> <p><b>LLVCC Response:</b> Cutting of tress was done with an arborist certification. The hog wire fence is not in violation of the covenants for this type of fence for this division. For eyesores issues please submit a complaint.</p> <p><b>Discussion:</b> Tradition has been cedar fences and we want to maintain the characteristics of the neighborhood. This is throughout the covenants and bylaws. The tradition is to keep your property natural and this home is not following the tradition. The house is a completed eyesore.</p> <p>The Board should be able to have a conversation with these neighbors.</p> <p>Question: Should the whole neighborhood make complaints on this?</p> <p>Response: Yes. The neighborhood has the right to change the covenants if that is what they would like to do, however that won't change the issue at hand unless the homeowner is willing to listen their neighbors.</p> <p>The culvert issue is a Mason County issue and the Board doesn't have anything to do this.</p> <p><b>Motion:</b> James motioned to table this item until covenants violations are stated it.</p> <p><b>Second:</b> Don</p> <p><b>Ayes:</b> Maureen, Sylvia, James, Scott and Don</p> <p><b>Oppose:</b> None</p> <p><b>Abstain:</b> None</p>	
<p><b>Port-A-Potty at the Lakeland Boat Launch</b></p>	<p><b>Concerns:</b> I am taking issue with the people of the Board who decided to NOT provide a port-a-potty at our Lakeland boat launch area.</p>	

## LAKELAND VILLAGE COMMUNITY CLUB

### Board Meeting Minutes

For the past 5 years we have been putting in our canoe at the launch site and prior to setting out have availed ourselves of the "facility." Apparently the Board people seem to think that everyone who boats on the lake will venture to the other end of the lake every time while out if the "need" arises -- not so! Not only is it inconvenient to not have the "potty" at the launch, it is also unsanitary and not healthy. Sure, males can use the bushes (which they do), but females can't "stand" this decision. The restrooms at the gazebo side of the lake have always been open in addition to having the sani-buck at the other end of the lake. And, for people who like to walk/jog/run around the lake, having a place to go at either end has always been a convenience and a necessity for some.

Seriously, is it that much extra money to have a sani-buck at the site from about mid-June to September? Didn't we just enact an increase in the annual dues this year? Can't you people allocate the funds to cover this!

If, however, it really is too exorbitant to have this sanitary toilet there, perhaps the Board can at least supply a 5-gallon bucket with a cover. Oh, perhaps this too is too much to ask.

**LLVCC Response:** The decision about not having a Port-a-Potty was not based on money. This line item was on the approved budget. We responded to concerns from neighboring homeowners that it wasn't used as we intended. The Port-a-Potty according to the information provided was used by delivery drivers most of the time. The Board felt at the time that it was prudent to save the money budgeted for this item if the community was not using it.

**Discussion:** Location of the Port-a Potty. It was decided to place on the right side at the entrance of the boat launch.

**Motion:** James motion to place back the Honey Bucket for not to exceed \$800.00.

**Second:** Scott

**Ayes:** Maureen, Sylvia, James, Scott and Don

**Oppose:** None

**Abstain:** None

### OPEN DISCUSSION

#### Resignation of Board Members

**Question:** We have lost three Board members in the past 6 months; do you know why this has occurred?

**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

	<p><b>Response:</b> Every Board member has stated their personal reasons for leaving the Board. We are taking any recommendations given to improve our team and our work.</p>	
<p><b>Opinion about the concern express above</b></p>	<p>I am really in favor of the money we spent in the youth and would like to see more activities like this being sponsored by the HOA.</p> <p>I would like to see an increase of maintenance of tennis and basketball court.</p> <p>Both courts need painting and maintenance. Tennis courts are not ours, but we should be maintaining it.</p> <p>\$3000.00 to paint both courts.</p> <p>Fire department to come and power wash the courts.</p>	<p>Office staff to check on the liability coverage from our insurance for having volunteers.</p>
<p><b>People’s behavior at the Beach</b></p>	<p><b>Concern:</b> Neighbor was confronted by a drunken homeowner and his dog was on his yard. His son was trying to fight him. The beach authority staff confronted the guy and called Patrol, but Patrol never show up.</p> <p><b>Response:</b> If Patrol is not answering to your request, and you feel threaten, please call 911. We will find out why Patrol was not able to response at the time.</p> <p><b>Concern:</b> A day ago, another Beach Authority staff was watching the park, and five males were cursing and carrying on. The staff member approached them about keeping it down and the type of language used is not allowed on the premises. The five males challenged the staff member’s authority. The staff member called the police at the non-emergency line and the police called back later after the incident.</p> <p><b>Response:</b> Please call Patrol for help and if they do not answer and you feel threatened, please call 911. We will find out why Patrol was not able to response at the time.</p> <p><b>Question:</b> What are rules and regulations about smoking marijuana in the gazebo area? This is a private beach owned by the HOA, not a public space.</p> <p><b>Response:</b> We are not sure how to respond to this at this time. This will require research on our part.</p>	<p>Board to research answer on this.</p>



## LAKELAND VILLAGE COMMUNITY CLUB

### Board Meeting Minutes

<p><b>Patrol hours</b></p>	<p><b>Concern:</b> Can we increase patrol runs after 6 pm in the summer while still light out late?</p> <p><b>Response:</b> This will increase payroll for about 5 hours per week. We will check to see if our budget allows for the increase for the summer months.</p>	<p>Treasurer to determine if this is possible in the current budget.</p>
<p><b>Minutes</b></p>	<p><b>Concern:</b> Can you post a draft of the minutes on the website prior to approval?</p> <p><b>Response:</b> The office staff is very busy as it is. Usually minutes are not ready until a week prior to the Board meeting. At this time, it sounds like a good idea but it is not feasible.</p>	
<p><b>OFFICER REPORTS</b></p>		
<p><b>President</b></p>	<p><b>President's Report-</b> James Byrne</p> <ul style="list-style-type: none"> <li>- First, I would like to apologize for the agenda and the community notice at the last special meeting. With the items that needed to be discussed, this meeting should have been a board working session instead of a special meeting with the community. I have taken this as a learning lesson for special meetings and will try to communicate better in the future.</li> <li>- Second, I would like to apologize to the community for the behavior exhibited by the Board members at this meeting. Emotions ran high at the meeting, and it may have been perceived as confrontational. We want you to know that this Board is composed of very passionate and capable individuals that care intensely about this community.</li> <li>- Third, we are looking for board members, and community involvement on committees. We currently have a safety &amp; security committee (Clint is our chair), a lake management committee (Peter is our chair). Committees are something I have been pushing for with more involvement in the operations of the community to be able to shorten and more strategically focus our board meetings, as well as to listen to more community input based on the committee meetings as they happen. Please let us know if you are interested in joining a committee or the board. You can get in touch with any board member, or you can get in touch with our office staff.</li> </ul>	

**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

<p><b>Vice President</b></p>	<p><b>VP Report-</b> Peter Nash</p> <ul style="list-style-type: none"><li>- Glad to see some progress being made from my concerns on the operation of the board first brought forward in April. I understand many processes were inherited and it often takes time to notice problems. Residents are no longer being fined without board approval or the opportunity for a hearing as state law requires. Operations of the ACC are being addressed and while I respect the concept of a common sense approach, we must ensure we follow our bylaws and state law.</li><li>- I had expressed concern about the number of ACC members required and was provided a reasonable evidence based response and therefore this point is not an issue and I consider it resolved.</li></ul>	
<p><b>Treasurer</b></p>	<p><b>Treasurer's Report-</b> Sylvia Banzon</p> <ul style="list-style-type: none"><li>= See attached reports.</li></ul> <p><b>Budget 2023-2024</b> Total Revenue: 94.8% Total Expenses: 24.5%</p> <p><b>Open Purchase Orders March- June 2023</b></p> <ul style="list-style-type: none"><li>- <b>PO #2</b> Speed Sign (Not budgeted) - Total spent \$1867.86. Allocated to Maintenance. <b>Paid and closed.</b></li><li>- <b>PO#4</b> Web Training for Mary (\$85) Allocated to Contracted Services (Website Host). Waiting for billing.</li><li>- <b>PO #9</b> Networking Computers (\$3713 reserve budget) - Total spent in equipment \$1291.19. The cost for networking and application updates is \$1078.23; we budgeted for \$1000. We are over budget on this by \$78.13. We save money on equipment upgrades to compensate for the technical services. <b>Paid and closed.</b></li><li>- <b>PO #14</b> Cleaning Basketball and Tennis Courts (\$17,000 Maintenance Budgeted) - \$283.92. <b>Paid and closed.</b></li><li>- <b>PO #15 Insurance-</b> Includes Liability, Umbrella, Board Members and Auto policies. For a total of \$23,282. The budgeted amount was \$24,208. The policies are within budget; three policies were paid. Waiting for billing on the umbrella policy.</li><li>- <b>PO #16 Reserve Study-</b> (\$3200 budgeted) - Total spent \$3200. Bill received. Scheduled for</li></ul>	

**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

	<p>payment.</p> <p>-</p> <p><b>Property Lien Letters-</b> Sylvia Banzon Email was sent to attorney to start collections and/or lien process on five properties. Uncollected dues totaling \$6050. <b>Motion:</b> James motioned to approve the attorney letters as written and include cost into the homeowner's accounts. <b>Second:</b> Don <b>Aye:</b> Maureen, Sylvia, James, Scott and Don <b>Oppose:</b> None <b>Abstain:</b> None</p> <p><b>Covenant Revisions Cost-</b> Sylvia Banzon We have had two residents that have requested covenant changes. Both residents collected the required signatures needed for changing covenants in their divisions; the office staff made the changes to the covenants. Should the requesting residents pay the recording fees for the requested covenant change?</p> <p><b>Discussion:</b> The covenant's change only benefits the one homeowner and the division that is affected by it. We should not use funds from the HOA to pay for the re-recording of the covenant.</p> <p><b>Motion:</b> Sylvia motioned for homeowners to pay for recording of the new covenants <b>Second:</b> James <b>Aye:</b> Maureen, Sylvia, James, Scott and Don <b>Oppose:</b> None <b>Abstain:</b> None</p> <p><b>Tax Return 2022-</b> Sylvia Banzon <b>Discussion:</b> We received our tax return and after reviewing it, we have found an error. We have communicated with the accountant on the error and they are revising it. We should receive revised copy by next week.</p> <p><b>FYE Report for 22-23-</b> Sylvia Banzon <b>Discussion:</b> We received our Fiscal Year-End Report and there are a few numbers that differ from the report posted in the newsletter. We will be sending a correction to the community. As a summary, on the revenue side the number for lien collections was incorrect increasing our revenue to \$322,907 (over budget- 123%); on the expense side the number for taxes paid and depreciation differ from the stated</p>	<p>Office staff will send letters to the homeowners asking for the recording fees.</p> <p>Office staff will send our tax return when ready.</p> <p>Office Staff will send correction of FYE reports via mass email.</p>
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**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

	<p>numbers in the newsletter. The total expenses for FY 22-23 were \$ 252,671 (over budget 106.8%).</p> <p><b>Switching Checking Account to KCU-</b> Sylvia Banzon STP enclosed. Opening two new checking accounts at KCU that provides dividends with options for AutoPay, ACH transactions, AutoBooks (billing and invoicing) and Deposit Capture for fast and electronic deposits. The new services will allow homeowners to use autopay, or electronic withdrawal for making their payments at a reduced convenience fee of 1%. It will continue the use of credit card option at the same convenience fee of 3.49%. The second checking account will be used for employee’s debit cards transaction only.</p> <p><b>Motion:</b> Sylvia motioned to open an Elite Checking account at KCU with the current signers (James Byrne, Sylvia Banzon, and Don Huibregtse) for LLVCC operations. <b>Second:</b> James <b>Aye:</b> Maureen, Sylvia, James, Scott and Don <b>Oppose:</b> None <b>Abstain:</b> None</p> <p><b>Motion:</b> Sylvia motioned to open a Standard Business Checking account at KCU for debit cards transactions for the following employees: Mary Helton, Sylvia Banzon, and Don Huibregtse) with a maximum of \$5,000 per card for LLVCC operations. <b>Second:</b> James <b>Aye:</b> Maureen, Sylvia, James, Scott and Don <b>Oppose:</b> None <b>Abstain:</b> None</p> <p><b>Motion:</b> Sylvia motioned to add ACH services for electronic payments and direct deposit. <b>Second:</b> James <b>Aye:</b> Maureen, Sylvia, James, Scott and Don <b>Oppose:</b> None <b>Abstain:</b> None</p> <p><b>Motion:</b> Sylvia motioned to add Capture deposit service to automate deposits. <b>Second:</b> James <b>Aye:</b> Maureen, Sylvia, James, Scott and Don <b>Oppose:</b> None <b>Abstain:</b> None</p> <p><b>Opening CD with KCU- Sylvia Banzon</b></p>	<p>Treasurer and office staff will work on switching accounts.</p>
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**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

	<p>STP enclosed.</p> <p><b>Discussion:</b> Opened a new CD account at KCU with Money Market Savings money or New money from Kitsap Bank. Currently the money market is earning 0.9% interest; CD offers 4.85% or 5.25% (with new money). The CD's length is 6 months to ensure accessibility if needed.</p> <p><b>Motion:</b> Sylvia motioned to open a CD account at KCU with new money for \$10,000.</p> <p><b>Second:</b> James</p> <p><b>Aye:</b> Maureen, Sylvia, James, Scott and Don</p> <p><b>Oppose:</b> None</p> <p><b>Abstain:</b> None</p>	<p>Treasurer will open CD account.</p>
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**OPERATIONS**

<b>Office</b>	<p><b>Olympic Tax Contract-</b> James Byrne</p> <ul style="list-style-type: none"> <li>- Meeting with Olympic Tax</li> <li>- Replacing accounting firm?</li> </ul> <p><b>Discussion:</b> We are having some challenges with our current accounting firm; they are late on making entries into our books, late on financial statements and tax return. We think it is time to look for a replacement.</p> <p><b>Motion:</b> James motioned to give authority to Treasurer to find a replacement and bring back to the Board.</p> <p><b>Second:</b> Don</p> <p><b>Aye:</b> Maureen, Sylvia, James, Scott and Don</p> <p><b>Oppose:</b> None</p> <p><b>Abstain:</b> None</p> <p><b>Mass Mailing Authorization-</b> Mary Helton</p> <ul style="list-style-type: none"> <li>- Golf Scramble- September 9, 2023, benefiting The Humane Society Mason County</li> </ul> <p><b>Discussion:</b> We are opposed to do this since this opens the door for other requests and we have limited office staff.</p> <p><b>Motion:</b> Don motioned to not approve emailing for this event.</p> <p><b>Second:</b> Scott</p> <p><b>Aye:</b> Maureen, Sylvia, James, Scott and Don</p> <p><b>Oppose:</b> None</p> <p><b>Abstain:</b> None</p>	<p>Office staff will work on getting quotes for accounting services.</p>
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**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

<p><b>Maintenance</b></p>	<p><b>Playground Clean up Update-</b> Don Huibregtse Playgrounds were cleaned up and they looked great for the summer. We are working on the restoration of the horseshoe pits.</p> <p><b>Painting Restrooms Quote-</b> Mary Helton We have a quote to paint the restroom for \$500.</p> <p><b>Motion:</b> James motioned to approve quote. <b>Second:</b> Don <b>Aye:</b> Maureen, Sylvia, James, Scott and Don <b>Oppose:</b> None <b>Abstain:</b> None</p>	<p>Office staff to research horseshoe set cost and coordinate the restoration of the area.</p> <p>Office staff will communicate approval.</p>
<p><b>Patrol/Compliance</b></p>	<p><b>New Patrol Back up Member-</b> Don Huibregtse</p> <ul style="list-style-type: none"> <li>- Jason- Current Beach Authority employee will be serving as back up for our Patrol employees.</li> <li>- He has been added to our auto policy.</li> </ul>	
<p><b>Beach Authority</b></p>	<p><b>Employee Resignation-</b> James Byrne</p> <ul style="list-style-type: none"> <li>- Cortley- Beach Authority employee extended his resignation.</li> </ul>	
<p align="center"><b>COMMITTEES/WORKGROUPS</b></p>		
<p><b>Architectural Control (ACC)</b></p>	<p><b>Chairman’s Report-</b> James Byrne</p> <p><b>ACC Logs Approval-</b> Don Huibregtse <b>Motion:</b> James motioned to approve ACC logs. <b>Second:</b> Mo <b>Aye:</b> Maureen, Sylvia, James, Scott and Don <b>Oppose:</b> None <b>Abstain:</b> None</p> <p><b>Replanting Plan for 220 Village View -</b> James Byrne <b>Discussion:</b> Tabled to executive session</p> <p>We can recommend an arborist but cannot require a homeowner to use the recommended arborist.</p>	<p>Office staff to add arborist to the list of recommended services.</p>
<p><b>Lake Management</b></p>	<p><b>Chairman’s Report-</b> Peter Nash <b>Email Discussion:</b> There is significant growth of curly leaf pondweed in the mid south area of the lake and canal. It's unfortunate to have to do this again, however the plants are already quite mature and will spread, causing more and larger treatments in the near future. The best thing we can do is get to it now before it gets worse.</p>	

**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

	<p><b>Email Motion:</b> Peter motion to approve \$2150 expenditure per AquaTechnex quote to treat noxious weeds in the lake.  <b>Second:</b> James  <b>Ayes:</b> James, Peter, Sylvia, Don, Diane, Scott, and Clint  <b>No: None</b>  <b>Abstain:</b> Mo          - Weed treatment was set for July 14, 2023</p>	
	<p><b>Question:</b> Can we look into using a stronger Herbicide? One that will kill roots and it is more effective. Can we look into this?   <b>Response:</b> We will refer this question to the Lake Management Committee for their response.</p>	<p>Office staff to send concern to the Lake Management Committee.</p>
<p><b>Hearing</b></p>	<p><b>Chairman’s Report-</b> Scott Horsfall          Since Diane resigned we need another Board member to be appointed for this Committee.           James motioned to appoint Mo to the hearings committee- sent email vote.</p>	<p>Office staff to send motion via email for vote.</p>
<p><b>Safety</b></p>	<p><b>Sheriff Report-</b> Maureen Allen          DATE: July 6, 2023 and July 13, 2023</p> <ul style="list-style-type: none"> <li>• Mason County Fire had 250 acres burned. The YMCA housed 8 families. Two homes were saved from being consumed by fire. 14 fire districts assisted. Folks came from all over with trailers to remove and relocate animals to safety. Wal-Mart manager came to provide anything that workers might need. He supplied 19 pallets of water for the fighters and restocked fire houses. The Sheriff was extremely thankful for all who helped. He is convinced that Mason County is the best there is when trouble arrives. The cause of the fire is undetermined and is left to fire expert level.</li> <li>• On August 15<sup>th</sup> officers can now arrest for drug possession and house for 180 days. A notice will be sent out to the public at a later date. Shelton High School has been experiencing a rise in drug overdoses. An officer was exposed to drugs during an inspection and needed to be sent to the hospital. After losing many canines recently, the department will permanently limit service dogs to 2. A German Shorthair will be added instead of a Shepherd.</li> <li>• The Sheriff’s Department received 330 firework calls during the holiday time frame.</li> </ul>	

**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

	<ul style="list-style-type: none"> <li>• On August 13 at 12:00 p.m. there will be a Gay Rights Parade starting at Safeway and end at the Salmon Center. Traffic should not be blocked during the march. This parade is being supported by the Democratic Party.</li> <li>• Crime is at a 13 year high. Murders up 13%. There have been 6 break-ins using a vehicle to smash and enter. To date, Washington State has lost 445 officers for various reasons. There have been 47, 448 reported vehicles stolen throughout WA.</li> <li>• Officer assaults are up 43% since 2022. Interest in becoming an officer has elevated however after extensive background investigations which looked good, most applicants fail the polygraph process. No untrustworthy folks allowed!! Low wages for Mason County Officers are the real problem and elevate turnovers.</li> <li>• Mason County has 12 dispatchers with an average of 24,000 calls a month. The North Precinct will soon be closing. It is relocating to the old fire station located on Old Belfair Hwy by November.</li> <li>• The Charlie’s Vision Foundation for the MC Sheriff’s Office Mobile Command Vehicle was extensively discussed. Large companies are helping to donate funds, but local folks seem to be resisting. Any amount will be appreciated as it is felt that in events that can last for hours or much longer, a command and relief facility is very much needed, especially in rural areas.</li> <li>• An attendee asked about Nar Can. Sheriff explained that application lasts for only 30 minutes and when the individual revives, they will scare surrounding folks with their noisy inhaling process and usually become very aggressive. It was explained that there is a difference between a heart attack and an overdose individual. The usual visual differences are that a heart attack victim is usually flat on the ground and an overdose victim usually is found in what is called a fentanyl slump.</li> </ul>	
<p><b>Strategic Planning Work Group</b></p>	<p><b>Work Group Report-</b> Sylvia Banzon          We recently sent a survey to the community and received over 240 responses. The group is working on gathering and disseminating the data collected. A lot of the comments are not items that pertain to the HOA but we will make sure the comments are sent to the</p>	



**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

	appropriate parties for feedback.	
<b>NEW BUSINESS</b>		
<b>Reserve Study</b>	<p><b>Report Discussion-</b> James Byrne  <b>Discussion:</b> Reserve Study was done on June 5<sup>th</sup>. The updated study includes a \$2000 increase per year for the reserve funds due to the increase of construction materials. The new study represents future capital improvement projects. We will see where we are at the end of the fiscal year and have a vote to add the extra \$2000 for this year or short this year and budget the extra money for the next fiscal year.</p> <p><b>Motion:</b> Scott motioned to accept the report as written.  <b>Second:</b> James  <b>Aye:</b> Maureen, Sylvia, James, Scott and Don  <b>Oppose:</b> None  <b>Abstain:</b> None</p>	Treasurer to make adjustments to reserve capital funds.
<b>Covenants Amendment</b>	<p><b>Information: Division 14 Covenants Amended per homeowner's request-</b> James Byrne  Revisions to the Covenants were made to include the following language: "A net or metal fence (such as chicken wire, barbed wire, hog fencing, chain link, etc.) will not be permitted on any lot without approval, nor shall any fence or other barrier (except hedges) be permitted on any lot unless constructed of wood or other products as approved by the Architectural Control Committee and painted and stained with earth or wood-toned colors in (a) hereof, except for protective netting for the safety of residents and their guests as may be required where such danger exits".</p> <ul style="list-style-type: none"> <li>- Signatures required to pass amendment was 67%. Signatures collected were 68%.</li> </ul>	Office staff to record covenant.
<b>Bylaws Amendment</b>	<p><b>Bylaws Amendments Discussion</b>  <b>Discussion:</b> We proposed the changes but we didn't get the votes or the quorum needed to pass amendments. It was suggested to break up the vote and have members vote for each amendment instead of all at once. There was a discussion as to when this should go back to the public for vote given we have a lot of owners that are only here in the summer. It was suggested to include food as part of the meeting or a drawing to attract member's vote and participation.</p> <p><b>Motion:</b> Sylvia motioned to have a Special Meeting in</p>	

**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

	<p>September for vote and a Town Meeting a couple of weeks prior for questions from the public.  <b>Second:</b> James  <b>Aye:</b> Maureen, Sylvia, James, Scott and Don  <b>Oppose:</b> None  <b>Abstain:</b> None</p>	
<b>Frequently Asked Question Draft</b>	<p><b>FAQs-</b> Scott Horsfall  <b>Discussion:</b> Scott presented his FAQs document. The FAQ's were reviewed by James, Peter and Sylvia and will be sent to the rest of the group for approval.</p> <p><b>Motion:</b> James motioned to approve as written  <b>Second:</b> Sylvia  <b>Aye:</b> Maureen, Sylvia, James, Scott  <b>Oppose:</b> None  <b>Abstain:</b> None</p>	Office sent email for approval and next steps.
<b>OLD BUSINESS</b>		
<b>Resolution 11</b>	<p><b>Protection of View Rights Revision-</b> James Byrne  <b>Discussion:</b> tabled for future</p>	
<b>ACC/board required compliance</b>	<ul style="list-style-type: none"> <li>- See Executive Session</li> </ul>	
<b>Resolution 26</b>	<p><b>ACC Committee-</b> Peter Nash</p> <ul style="list-style-type: none"> <li>- Proposed changes to drafted amendment.</li> <li>- Tabled to future meeting.</li> </ul>	
<b>Employee Background Checks</b>	<p><b>Research and Proposal-</b> Maureen Allen  <b>Discussion:</b> Not ready for discussion. Tabled to next meeting.</p>	
<b>Adjournment to Executive Session</b>		
<b>Adjournment to Executive Session</b>	<p>Adjourn to Executive Session at 7:43 pm. Motion by James  <b>Second:</b> Don  <b>Aye:</b> Maureen, Sylvia, James, Scott and Don  <b>Oppose:</b> None  <b>Abstain:</b> None</p>	
<b>EXECUTIVE SESSION</b>		
<b>Board Discussions</b>	<p><b>Handling Concerns</b>  <b>Discussion:</b> Too many concerns are brought forward at the board meetings, making the meeting long and it</p>	Office staff to send communication to the community about the

**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

	<p>drags on. We want to continue listening to the community but do not always have the answers right in front of us and it leads to misinformation.</p> <p><b>Recommendation:</b> Get the community input, listen to the concern, and respond at the next meeting?</p> <p><b>Motion:</b> Don motioned to have people present their concerns in 5 minutes or less and the answer will be added to the agenda and read at the next meeting.</p> <p><b>Second:</b> Clint</p> <p><b>Aye:</b> Maureen, Sylvia, Clint, Scott, and Don</p> <p><b>Oppose:</b> None</p> <p><b>Abstain:</b> James</p>	<p>process of handling concerns this prior to next meeting.</p>
	<p><b>Complaint Process</b></p> <p><b>Discussion:</b> When a complaint comes to us, we will give a copy of the complaint to the compliance officer and the Hearing Committee Chair for background if the complaint ends up as a hearing. A lot of the complaints received are neighbor disputes and are not HOA issues.</p> <p><b>Recommendation:</b> Add a line item to the complaint form asking the complainant to state the violated covenant or resolution. The complainant needs to make sure if violates the covenants for their division as not all the covenants are the same for the whole neighborhood.</p> <p><b>Motion:</b> James motioned to add a line item to the complaint form to state covenant violation.</p> <p><b>Second:</b> Scott</p> <p><b>Aye:</b> Maureen, Sylvia, Clint, Scott, and Don</p> <p><b>Oppose:</b> None</p> <p><b>Abstain:</b> James</p>	<p>Office staff to add line item to the complaint form.</p>
	<p><b>Form Request Process</b></p> <p><b>Discussion:</b> The office staff is working on many things. It seems like requests are coming right and left and it is impacting our efficiency.</p> <p><b>Recommendation:</b> Concerns about the Board and any Board members' requests including records request should be made at the <a href="mailto:boardmembers@lvcc.com">boardmembers@lvcc.com</a> email. Board members should only use the office email when making requests as a homeowner. Any requests from Board members will be approve by the President to ensure the office staff time is used appropriately.</p> <p><b>Motion:</b> Sylvia motioned to approve the above</p>	<p>Office staff to send the new process to all Board Members.</p>

**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

	<p>recommendation as written.  <b>Second:</b> Clint  <b>Aye:</b> Maureen, Sylvia, Clint, Scott, and Don  <b>Oppose:</b> None  <b>Abstain:</b> James</p>	
	<p><b>Board Interactions</b>  <b>Discussion:</b> We need to be able have a way to stop a Board member if the discussion is getting too passionate. The Hearing Committee Chair will have this function.</p>	
	<p><b>Replanting plan 220 Village View</b>  <b>Discussion:</b> In reviewing the replanting plan submitted, the board deems it unacceptable. There are many complaints about this property and the email sent by the homeowner doesn't show any concerns to the neighborhood.   <b>Recommendation:</b> Draft a letter to the homeowner saying that their plan is unacceptable and will need to resubmit as soon as possible with the required and agreed trees per several conversations.  <b>Motion:</b> James motioned to send letter to homeowner requesting a new re-planting plan. Neighbor needs to comply within 30 days.  <b>Second:</b> Don  <b>Aye:</b> Maureen, Sylvia, Clint, Scott and Don  <b>Oppose:</b> None  <b>Abstain:</b> James</p>	<p>Office staff to send letter to the homeowner about this.</p>
	<p><b>Committees Responsibilities:</b>   <b>Discussion:</b> We need to work on all our committees; we have not had any committee meetings with our two member committees. We need to have those meetings. What can the rest of the board do to help this process?   <b>Recommendation:</b> Speak to the Committee Chairs to set up meetings as soon as possible.   <b>Safety Committee will be meeting on August 23<sup>rd</sup> at 4:30 pm.</b></p>	<p>Office to send Committee Chairs reminders of responsibilities.   Office staff to facilitate meeting invitations.</p>
<p><b>ACC/board required compliance</b></p>	<p><b>Decisions to be voted:</b></p> <ul style="list-style-type: none"> <li>• Proposal to research past fines and hearings to ensure process was followed. <ul style="list-style-type: none"> <li>○ Legal and liabilities issues.</li> <li>○ Resources</li> </ul> </li> </ul>	

**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

**Discussion:** This Board and the office staff have worked hard on improving the processes and the template letters. We don't feel that there is a need to go back. We have corrected this situation and the current Board and office staff are aware and have learned from this. The fact is, homeowners (when they received these letters) were given 30 days to contact the office to make arrangements for meeting the violations. These letters also included Resolution 16 language and made the homeowners aware of the resolution even though it didn't spell it out. Homeowners need to take responsibility for reading the covenants and resolutions.

**Motion:** Scott motioned that based on the discussion of this issue and that there is no need to go back in time. This issue is resolved.

**Second:** Mo

**Aye:** Maureen, Sylvia, Clint, Scott, and Don

**Oppose:** None

**Abstain:** James

- Vote or appoint? A small group of ACC members.
- Add or modify Resolution 26 draft to include:
  - Are all Board members part of the ACC?
  - Define simple and complicated permits.
    - Need for a smaller group or do we need the approvals of nine for permits?
    - Define the process of selecting the small ACC group.
    - Continue to approve with a smaller group of three people - can approve simple projects. Anything else is brought from the smaller group with a recommendation to the Board.
  - Define the process of documentation of ACC activities.
  - Make sure there is language in the permit application that deflects the liability from the Board.

**Discussion:** These items require time to digest to produce the appropriate language. Due to time, we should postpone the rest of this discussion to a later time.

Office staff to request volunteers for the

**LAKELAND VILLAGE COMMUNITY CLUB**

Board Meeting Minutes

	<p><b>Motion:</b> Sylvia motioned to have a working group lead by a Board member to create or revise Resolution 26 and bring a draft for Board approval.</p> <p><b>Second:</b> Clint</p> <p><b>Aye:</b> Maureen, Sylvia, Clint, Scott, and Don</p> <p><b>Oppose:</b> None</p> <p><b>Abstain:</b> James</p>	Resolution 26 Work group.
	<b>Out of executive 8:58 pm</b>	
<b>PRIOR ACTION ITEMS</b>		
<b>DISCUSSION</b>		
<b>UPCOMING MEETINGS</b>		
<b>Aug 23</b>	4:30 pm Safety Committee Meeting	
<b>Aug 23</b>	5:30 pm Board Meeting	
<b>Sept 27</b>	5:30 pm Board Meeting	
<b>UPCOMING EVENTS</b>		
<b>Aug 5</b>	Garage Sale	
<b>Aug 19</b>	Community Picnic	
<b>ADJOURNMENT</b>		
<b>Motion to Adjourn</b>	<p><b>Motion:</b> James motioned to adjourn at 9:10 pm</p> <p><b>Second:</b> Clint</p> <p><b>Aye:</b> Maureen, Sylvia, Clint, Scott and Don</p> <p><b>Oppose:</b> None</p> <p><b>Abstain:</b> James</p>	