

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes



Date: May 22, 2024

Attendance: Maureen Allen, James Byrne, Sylvia Banzon, Scott Horsfall, Don Huibregtse, Micah Loucks, Mark Murray, and Deb Wallace (appointee)

Not Present: Clint Fretz

Attendance: Mary Helton, Michael and Karen Moore, Mike & Kim Cain, and Craig Chase.

Welcome		
Introduction	Welcome- James Byrne Meeting called to order at 5:30 pm	
TOPIC	DISCUSSION/VOTE	ACTION ITEM
<p>Approve Previous Minutes</p> <p>Board Vacancy</p>	<p>April Board Meeting Minutes</p> <p>Motion: James motioned to approve the minutes with the modifications discussed at the meeting. Second: Don Ayes: Maureen, Sylvia, Scott, Don, Micah, and Mark. Oppose: None Abstain: James</p> <p>Consideration of two Board Candidates Deb Wallace was invited to introduce herself. She tells us that she is recently retired and really enjoys our community, and it is wanting to find ways to contribute. She can share her business and conflict resolution skills and would like to participate on the Board.</p> <p>Motion: Mark motioned to appoint Deb to the Board. Second: Scott Ayes: Maureen, Sylvia, Scott, Don, Micah, and Mark. Oppose: None Abstain: James</p> <p>Jennifer Ryan was a no show to the meeting. Her interest and consideration will be deferred for future vacancies.</p>	<p>N/A</p>

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes

PUBLIC COMMENTS/ COMPLAINTS		
	<p>Concern: Disabled vehicle in driveway. Can it be removed or placed in the garage? HOA should not allow junk vehicles in the driveways.</p> <p>LLVCC Response: Inoperable vehicles fall under the eyesore definition of our HOA. According to Resolution 16 No person subject to Lakeland Village covenants, by laws, or other rules or regulations shall: B. Engage in noxious or offensive activities, which include but are not limited to: 6- Allowing or contributing to the accumulation of garbage, refuse, litter and/or unsightly materials, including inoperable vehicles, on private or community property.</p>	Office to send an eyesore letter to homeowner owning the vehicle.
	<p>Concern: Do we have any way of making that LARGE roaming dog who seems to belong to a trailer on Homestead stay at home? I worry that some families may have a 2- or 3-year-old child playing in their own yard being confronted by an animal twice their size! I know the board has no jurisdiction, but can they offer a solution? (The office has had 4-5 calls about this dog.)</p> <p>LLVCC Response: The animal in question is not owned by a member of our HOA. This is not in purview of the HOA. Homeowners will need to contact the sheriff department to have the animal taken away or to find the owner responsible.</p> <p>Mason County Ordinance 4.08.050 states: (a) It shall be unlawful for the owner or keeper of any animal to enter or trespass onto private property of another without the express permission of the owner or caretaker of said property; or to allow said animal to run at large onto any public property or the public right-of-way within Mason County.</p>	
LETTERS TO THE BOARD		
OFFICER REPORTS		
President	President's Report- James Byrne	
Vice President	VP Report- Mark Murray	

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes

<p>Treasurer</p>	<p>Treasurer's Report- Sylvia Banzon</p> <p>Assets:</p> <ul style="list-style-type: none"> - Checking: \$28,328.19 - Savings: \$5.00 - Litigation: \$92,165.75 - Reserve: \$110,339.42 - MM: \$299,292.75 - CD: \$82,690.99 <p>Budget 2024-2025 Total Revenue: 82.1% Total Expenses: 8.6%</p> <p>Payment Plans</p> <ul style="list-style-type: none"> - Information Only: We have three homeowners on a payment plan for their dues this year. <p>Community Directory</p> <ul style="list-style-type: none"> - Discussion and Review- 150 members included. - Cost- print on demand - Publication dates- once a year <p>Discussion: To add public services phone numbers to the directory.</p> <p>Motion: Micah motioned to approve the current layout and distribute once a year.</p> <p>Second: Mo</p> <p>Ayes: Maureen, Sylvia, Scott, Don, Micah, Mark, and Deb.</p> <p>Oppose: None</p> <p>Abstain: James</p>	
NEW BUSINESS		
	<p>None</p>	
OPERATIONS		
<p>Maintenance</p>	<p>Power Wash Tennis Courts- Don Huibregtse</p> <ul style="list-style-type: none"> - PO #25- Tennis Courts Maintenance- \$650.00 quote. Funds available in the budget from Maintenance and Contract. Approved for \$700 at the last meeting. Paid and closed. <p>Discussion: Work is still in progress. Should be completed this coming week.</p> <p>Document Shredding- Don Huibregtse</p> <p>Discussion: The company charges \$1 a pound to shred. Should we do a shredding event and invite</p>	

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes

	<p>in the community? The cost for us to shred current accumulated old documents is \$800.</p> <p>Motion: Mo motioned to have the shredder company come to the community and send an invite to the community to use if needed.</p> <p>Second: Scott</p> <p>Ayes: Maureen, Sylvia, Scott, Don, Micah, Mark, and Deb.</p> <p>Oppose: None</p> <p>Abstain: James</p>	
<p>Office</p>	<p>Privacy Rights (tabled)</p> <ul style="list-style-type: none">- What is considered private information?- Policy on privacy <p>Reserve Study Annual Capital Expenses Scheduled for 2024- Mary Helton</p> <ul style="list-style-type: none">- Replacement of office computers STP <p>Discussion: Reserve study recommends replacing our computers this year. We currently have computers that are very slow and incompatible with some of the new applications. We have received two bids for the replacement of hardware. One is \$3500 for the hardware and \$900 for networking. The second quote requires us to buy the computers, which is a cheaper option for us, and \$780 for networking. Mary recommends approving the second quote as is reasonably cheaper and she has worked with the technician in the past on other projects and he has been very helpful.</p> <p>Motion: James motioned to approve the IT Rogue (second quote) minus monitors purchase as the current monitors are still in good condition.</p> <p>Second: Deb</p> <p>Ayes: Maureen, Sylvia, Scott, Don, Micah, Mark, and Deb.</p> <p>Oppose: None</p> <p>Abstain: James</p> <p>Website: Resident-only Portal</p> <ul style="list-style-type: none">- STP from Shameless Promotions <p>Discussion: We want to create a password protected website where our clients can access information that we do not want to go public. This will allow us to post the directory online and provide another way for online payment. There</p>	

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes

	<p>was discussion on the type of information to be available.</p> <p>Motion: James motioned to approve STP with modifications on the type of information available. Second: Scott Ayes: Maureen, Sylvia, Scott, Don, Micah, Mark, and Deb. Oppose: None Abstain: James</p> <p>Background Checks- Mary Helton - Update: Authorization form to be approved Discussion: Form was provided to all Board members for review, approval, and completion.</p> <p>Motion: Sylvia motioned to approve the proposed form. Second: Micah Ayes: Maureen, Sylvia, Scott, Don, Micah, Mark, and Deb. Oppose: None Abstain: James</p> <p>Fishing Derby- Maureen Allen - There was a lot of participation and fun times. We didn't have young children this year, but it was very nice.</p> <p>Inventory Update- Mary Helton (tabled)</p> <p>Beach Authority and CPR Class – Mary Helton - We had 22 individuals taking the class and 21 were trained and certified. All our beach attendants are now trained and certified. Question: It was brought up at training; should we consider having an AED at the gazebo? - Discussion: AEDs are very expensive, there were concerns about securing the device from theft, cost of staff training, etc. We need to research this topic and maybe work on it for next year's budget.</p>	
<p>Patrol/Compliance</p>	<p>Incident Tracking Log - Review and approval. Motion: Don motioned to approved log as presented. Second: Deb</p>	

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes

	<p>Ayes: Maureen, Sylvia, Scott, Don, Micah, Mark, and Deb. Oppose: None Abstain: James Complaint Tracking Log Motion: Don motioned to approved log as presented. Second: Mo Ayes: Maureen, Sylvia, Scott, Don, Micah, Mark, and Deb. Oppose: None Abstain: James</p> <p>Security: Re-keying and Re-issuing keys</p> <ul style="list-style-type: none"> - PO # 23- Re-keying- \$245.68 total. Funds available in the budget from Maintenance-Supplies. Approved for \$500 at the last meeting. Paid and closed. 	
COMMITTEES		
<p>Architectural Control (ACC)</p>	<p>Chairman’s Report- James Byrne</p> <p>ACC Logs Approval- Don Huibregtse</p> <ul style="list-style-type: none"> - Review and approval. <p>Motion: Don motioned to approve log as presented. Second: Micah Ayes: Maureen, Sylvia, Scott, Don, Micah, Mark, and Deb. Oppose: None Abstain: James</p> <p>New Construction Pending and Permits Log- Mary Helton (tabled)</p>	
<p>Lake Management</p>	<p>Chairman’s Report- Scott Horsfall</p> <ul style="list-style-type: none"> - PO #24- Survey of Lake Anderson- \$650 quote. Funds available in the budget from Lake Maintenance- Noxious Weeds <p>Discussion: We had a meeting with the committee. The lake treatment took place yesterday. When AquaTechnex did the survey, they found more weeds in the lake than in the past.</p> <p>Email Discussion:</p> <ul style="list-style-type: none"> • During its survey of the Lake the week of May 6th, AquaTechnex found more weeds that needed treatment than has traditionally been the case – the current estimate is for treatment of 12.6 acres, 	

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes

	<p>compared to 4 to 8 acres in the past. The additional growth is probably due to the clear conditions on the day of the survey (allowing AquaTechnex to discover more weeds that might have been obscured in the past), the fact that we are getting to the first treatment later than normal, and general conditions conducive to weed growth. The estimate for the treatment of Lake Anderson is \$7935. This is above the amount approved at the last meeting and over the budgeted amount.</p> <ul style="list-style-type: none"> • During a meeting of the Lake Committee held on May 15th, it was stated by AquaTechnex that, due to the later nature of getting started, the two treatments generally undertaken by the Board could be combined into one. This might make the second one unnecessary. We will monitor the lake and see if further treatment is necessary, but of course that will be brought to the Board, if necessary, at a later date. Because we want to get the treatment completed by Memorial Day weekend, we are asking the Board to vote on this motion by email. <p>Email Vote:</p> <p>Motion: Scott motioned to approve the quote for the noxious weeds’ treatment for \$7935 that exceeds the budgeted \$7500 and to treat the lake before Memorial Day weekend. Note: This motion replaces the motion voted at the last meeting.</p> <p>Second: Mark</p> <p>Ayes: Sylvia, James, Scott, Don, and Micah</p> <p>Oppose: None</p> <p>Abstain: Maureen, Clint, and Mark</p> <p align="center">- Slide Gate Inspection Quote</p> <p>Discussion: Waiting until the summer to work on this.</p> <p align="center">- Reserve Study Docks Inspection Quote</p> <p>Discussion: Waiting until the summer to work on this.</p>	
Hearing	<p>Chairman’s Report- Maureen Allen</p> <ul style="list-style-type: none"> - No hearings 	
Safety	<p>Sheriff’s Report- Maureen Allen</p> <p>MAY CITIZENS AUXILIARY ADVISORY SHERIFF’S MEETINGS</p>	

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes

Crime within Shelton has recently elevated. The latest gang related drive by event ended with 20 rounds shot into a private residence. No deaths reported.

For years the Sheriff's Department has had knowledge of a serious animal abuse situation and legally could not enter the property. Luckily a dog escaped, was caught in an emaciated condition which gave the Sheriff's Department the right to enter the property to return the dog and then proceeded to shut down the horrific nightmare situation. Found 67 dogs in terrible condition and 1 dead horse. Total Vet bill for dogs came to \$1000.00. Mason County Humane Society helped to place surviving animals. Donations helped to pay the debt.

The Sheriff talked extensively about security cameras. He emphasized the importance of investing in cameras for homeowners and recommends "FLOCK CAMERAS". He also wants all HOA'S and large housing developments to start and maintain a neighborhood Block Watch plan.

Guest Speaker, Mr. Steve Dunkel (Mason County Auditor), addressed the multiple serious issues that have and could occur during voting processes. Received voting envelopes containing white powder, bombs in election boxes, and stolen boxes as examples. We are in crazy times. Efforts are actively occurring to address sent ballots by deceased individuals, folks who vote in two different counties and states, or just don't cancel their voting location and vote at their new home county. Shelton and Belfair in person voting locations do not have an accurate way to monitor double voting. The only ID verified are the last "4" digits of SS number. The East Coast vote closure drastically interferes with West Coast voting as the winner is announced before the polls close on the West Coast. A meeting attendee addressed the issue of outside envelope party marking as an invasion of privacy and if outside letter does not match the inside selection the vote is NOT counted in a Presidential Election. The attendee marked "I" as independent and voted for another party. However, the vote was not counted because the envelope did not match the inside vote. The

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes

	<p>person simply expressed they are an independent to be free to vote for any person of any party. Mr. Dunkel said in the future encourage an Independent to run for office so your vote will count!!!! Voter fraud is a major problem that has not been eliminated in Washington State at this time. Need volunteers to count ballots.</p>	
--	---	--

WORK GROUPS		
--------------------	--	--

<p>Strategic Planning Work Group</p>	<p>Work Group Report- Sylvia Banzon</p> <ul style="list-style-type: none"> - Boat Launch Landscaping and Storage STP Approval (tabled) <p>Discussion: We would like to have organize the Boat Launch area. We are thinking of adding a total of 5 kayak/canoe organizers; that will provide storage for 30 of them off the ground. We would like to get rid of the grass, put some film to avoid grass growth and place gravel. We want to number the racks and the stalls so every homeowner would have a specific storage stall. Underneath the kayaks racks would be gravel as well. Because the work is close to the lake, we may need a county permit and that will determine the final cost of this project.</p> <p>Table vote until we have the total cost.</p> <ul style="list-style-type: none"> - Boats vs Trailers <p>Discussion: We have some trailers without boats in the boat launch area as we are looking to organize the area. We need to discuss this issue. The original intent of the Boat Launch Storage was for boats to be stored either on their own or on a trailer but not store just the trailers. Something to think about and vote at a future time.</p> <ul style="list-style-type: none"> - Beach and Playground Landscaping STP Approval <p>Discussion: This STP was done by two community members to beautify and maintain the beach and playground areas. There was a discussion on the type of wood chips to add to the playground area. It cannot be chips that are hard.</p> <p>Motion: James motioned to approve the quote including the wood chips for \$2500.</p> <p>Second: Mo</p>	
---	--	--

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes

	<p>Ayes: Maureen, Sylvia, Scott, Don, Micah, Mark, and Deb. Oppose: None Abstain: James</p>	
Resolution 26	<p>Work Group Process- Mark Murray -Resolution draft Discussion: Mark provided a draft of resolution 26 and requested feedback by the next meeting and hopefully we can have a final draft to be voted on at the next meeting.</p> <p>ACC Members Appointment- James Byrne (tabled until the Resolution above is approved)</p>	Board members to review draft and send changes to Mark.
Security Cameras	<p>Work Group Report- James Byrne (tabled) - Criteria selected for bids.</p>	
OLD BUSINESS		
ADJOURNMENT TO EXECUTIVE SESSION		
	<p>Motion: James motioned to adjourn meeting to Executive Session @ 6:35 pm. Second: Don Ayes: Maureen, Sylvia, Scott, Don, Micah, Mark, and Deb. Oppose: None Abstain: James</p>	
EXECUTIVE SESSION		
Board Discussions	<p>Open issues:</p> <ul style="list-style-type: none"> - Attorney Letters discussion and review. - Safety Committee Engagement Discussion <p>Discussion: There was a discussion about the last meeting vote to dissolve the Safety Committee. It was pointed out that a lot of this work is falling into Compliance and Patrol, and they cannot be expected to do this on their own. It was discussed that we needed a leader for this Committee that is engaged.</p>	

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes

	<ul style="list-style-type: none"> - Board members attendance to meetings. Discussion and Review of Bylaws Article IV-D- Removal- A Director shall become disqualified if he or she is no longer a member or a member in good standing; or misses three consecutive meetings without reasonable cause, as determined by the Board of Directors. New Issues: <ul style="list-style-type: none"> - Dog Complaint Discussion: Follow the process for dog barking. - Retaining Wall Discussion: Complaint from homeowner for construction of a wall that is a replacement of an existing wall. - Utility Easement Issue Discussion: Start the eyesore letter process. Illegal dumping letter. The placement is in covenant land. - Removing Trees Discussion: Not an issue. No action needed. - Mailboxes Discussion Discussion: It is the homeowner’s responsibility to maintain, add, alter and/or modify the mailbox hut. The Board does not have any responsibility as to where mailboxes are placed or how they are placed. No action needed. - Inheritance Fees Discussion No action needed. 	
RESUME MEETING		
	Back in session at 7:25 pm	
	<p>Motion: James motioned to send the drafted response letter to our attorney in response to the letter he received about trees removed.</p> <p>Second: Don</p> <p>Ayes: Maureen, Sylvia, Scott, Don, Micah, Mark, and Deb.</p> <p>Oppose: None</p> <p>Abstain: James</p>	

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes

	<p>Motion: James motioned to send the response letter received about the dog concern. Second: Mark Ayes: Maureen, Sylvia, Scott, Don, Micah, Mark, and Deb. Oppose: None Abstain: James</p>	
	<p>Motion: James motioned to appoint Deb Wallace Safety Chair and Don to be the second Director for the committee. Second: Micah Ayes: Maureen, Sylvia, Scott, James, Micah, and Mark. Abstain: Don, Deb</p>	
	<p>Motion: James motioned to send a dog barking letter to the owner to 241 E Rainier Dr. Second: Deb Ayes: Maureen, Sylvia, Scott, Don, Micah, Mark, and Deb. Oppose: None Abstain: James</p>	
	<p>Motion: James motioned to reply to the complainant that the retaining wall built is a replacement and not a new wall. Second: Micah Ayes: Maureen, Sylvia, Scott, Don, Micah, Mark, and Deb. Oppose: None Abstain: James</p>	
	<p>Motion: James motioned to send the homeowner a letter about illegal dumping and an eyesore letter for the yard. Second: Don Ayes: Maureen, Sylvia, Scott, Don, Micah, Mark, and Deb. Oppose: None Abstain: James</p>	
PRIOR ACTION ITEMS		
DISCUSSION	<p>Action Item List- James Byrne - Review and discussion.</p>	

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Minutes

UPCOMING MEETINGS		
June 26, 2024	5:30 PM Board of Directors Meeting	
June 26, 2024	7:00 PM Community Meeting - Guest Speaker- Mason County Sherriff- Ryan Spurling	Topics and questions from
UPCOMING EVENTS		
Aug 3, 2024	Garage Sale	
Aug 17, 2024	Annual Community Picnic	Maureen and Deb volunteered for Picnic Workgroup
ADJOURNMENT		
Motion to Adjourn	<p>Motion: James motioned to adjourn the meeting at 7:43 pm.</p> <p>Second: Scott</p> <p>Ayes: Maureen, Sylvia, Scott, Don, Micah, Mark, and Deb.</p> <p>Oppose: None</p> <p>Abstain: James</p>	