

# LAKELAND VILLAGE COMMUNITY CLUB

## Board Meeting Minutes



**Date:** June 25, 2025 @ 5:38 pm

Attendance: Maureen Allen, Sylvia Banzon, James Byrne, Scott Horsfall, Dale Leaman, Carol Low (appointed at this meeting), Mark Murray, and Deb Wallace.

Not Present: None

Others Present: Eldon T. Beck, Beth Drumlake (virtual), Jim Freeman, Doug Furguson(virtual), Julie McDowell, Kasey & Michael Mulligan, Barb & Mal Thomson, Carol St Jean, and Mary Helton.

EXECUTIVE SESSION		
<b>Board Discussions</b>	<b>New Issues:</b> <ul style="list-style-type: none"><li>- Anonymous complaint process Discussion: Due to an overwhelming number of complaints in the office, it was decided that we no longer accept anonymous complaints. A completed complaint form is required.</li><li>- Complaint Validation Process Discussion: The office would no longer accept emails about complaints. For action to be taken, it will require a complete complaint form. This process will start immediately. All complaints will be route to the appropriate board member(s) for validation and that the office staff would simply refer them to the board.</li><li>- Foreclosure, Bankruptcy and Fines Discussion: Board discussed the property that has filed bankruptcy and properties under foreclosure.</li><li>- Settlement Discussion: The Board has accepted a settlement on a pending lawsuit. The settlement has conditions and provisions that would need to be fulfilled before the lawsuit is dismissed.</li><li>- Paid Fines Discussion: Board discussed fines payment.</li></ul>	
MEETING ADJOURNMENT		
<b>Motion to Adjourn</b>		
<b>Welcome</b>		
<b>Introduction</b>	<b>Welcome-</b> James Byrne	
TOPIC	DISCUSSION/VOTE	ACTION ITEM

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<b>Approve Previous Minutes</b>	<b>May Board Meeting Minutes</b> <b>Motion:</b> Dale motioned to approve the minutes as presented. <b>Second:</b> Deb <b>Ayes:</b> Mo, Sylvia, Scott, Dale, Mark and Deb. <b>Oppose:</b> None <b>Abstain:</b> James	
<b>Board Vacancies</b>	<b>Board Director Appointment</b> - <b>Carol Ann Low- Welcome</b> <b>Appointment:</b> James motion to appoint Carol Low as a new board member replacing Don Huibregtse. <b>Second:</b> Deb <b>Ayes:</b> Mo, Sylvia, Scott, Dale, Mark and Deb. <b>Oppose:</b> None <b>Abstain:</b> James	
<b>PUBLIC COMMENTS/ COMPLAINTS- Old Business</b>		
<b>Community Center</b>	<p>Is it possible to buy the country club building and turn it into the community center?</p> <p>When suggestions are reviewed and decisions are made, is the building committee letting the community know what is decided? Is the community involved?</p> <p><b>Response:</b> The newly formed Building Committee will be looking at this and all expressed opinions about the community center. Please note the committee has just formed and it will take time for the committee to explore this and all other suggestions and inquiries. The Building Committee can only make recommendations; their recommendations will be reviewed, shared and voted on at Board meetings. We expect full transparency; they will be reporting their progress every month at the Board meetings.</p>	
<b>LETTERS TO THE BOARD</b>		
<b>Playground Concern</b> (partially redacted for privacy)	<p><b>Concern:</b> I want to bring your attention to the driveway up to the restrooms and playground from Lakeland Dr...          ...Gravel should not be on the blacktop. I suggest the gravel be removed and blacktop be continued up the bank or at least install a type of gravel that can be compacted into the soil. Driving up and down the hill twice a day creates a major problem. Maybe a temporary solution would be to remove the gravel, compact what little bit of gravel that might remain on the bank and not drive up and down the bank to open and close restrooms.</p> <p><b>LLVCC Response:</b> Thank you for bringing this to our attention; the Board is looking into a solution for this concern.</p>	
<b>OFFICER REPORTS</b>		

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<b>President</b>	<b>President's Report-</b> James Byrne	
<b>Vice President</b>	<b>VP Report-</b> Mark Murray	
<b>Treasurer</b>	<p><b>Treasurer's Report-</b> Sylvia Banzon</p> <p><b>Assets:</b></p> <ul style="list-style-type: none"> <li>- <b>Checking:</b> \$18,067</li> <li>- <b>Litigation:</b> \$49,257</li> <li>- <b>Reserve:</b> \$156,500</li> <li>- <b>MM:</b> \$351,607</li> <li>- <b>CD:</b> \$72,550</li> </ul> <p><b>Budget 2025-2026</b></p> <ul style="list-style-type: none"> <li>- Total Revenue: 92%</li> <li>- Total Expenses: 20%</li> </ul> <div> <div> <p>PROFIT &amp; LOSS <span>This fiscal quarter ▾</span></p> <p>Net profit for Q1 FY26</p> <p><b>\$85,811</b> <span>98%</span></p> <p>↓ Down 11% from Q4, FY25</p> <p>\$141,596 <span>18 to review</span></p> <p>Income</p> <p>\$55,785 <span>7 to review</span></p> <p>Expenses</p> <p><a href="#">Categorize 25 transactions</a></p> </div> <div> <p>INCOME <span>Last 365 days</span></p> <p><b>\$35,322</b></p> <p>OPEN INVOICES</p> <p><b>\$33,322</b></p> <p>OVERDUE INVOICES</p> <p><b>\$9,067</b></p> <p>PAID LAST 30 DAYS</p> </div> </div> <div> <div> <p>ACCOUNTS RECEI... <span>As of today</span></p> <p>Data updated a minute ago</p> <p>Total A/R amount</p> <p><b>\$71,101.62</b></p> <p>● \$2,000.00 <span>Current</span></p> <p>● -\$16.50 <span>1-7 days</span></p> <p>● -\$1.20 <span>8-14 days</span></p> <p><a href="#">Go to report</a></p> </div> <div> <p>EXPENSES <span>This fiscal year ▾</span></p> <p>Spending for FY26</p> <p><b>\$55,785</b> <span>99%</span></p> <p>↑ Up 100% from FY 25</p> <p>● OPERATION &amp; MAINTENANCE</p> <p>● ADMINISTRATION / OFFICE</p> <p>● UTILITIES</p> <p>● Other</p> <p>● 7 to review</p> <p><a href="#">Categorize 7 transactions</a></p> </div> </div> <p><b>Proposed and/or Approved Expenditures for New 25-26 Fiscal Year</b></p> <ul style="list-style-type: none"> <li>- Fishing Derby \$350- <b>Completed</b></li> <li>- Gazebo and Playground Landscaping- <b>\$1,500 In progress</b></li> <li>- Gazebo Water Leak Repair- \$13,650- <b>Completed</b></li> <li>- Replace Playground Set- \$33,000 (Reserves)</li> <li>- Replace Fence in Playground- \$7,000 (Reserves)</li> <li>- Lake Weed Treatment- \$14,000 <b>Completed for Spring</b></li> <li>- Lake Water Testing- \$600 <b>Completed</b></li> <li>- Tennis Courts Maintenance- \$750 <b>In progress</b></li> <li>- Shredding Event- Old Documents- \$925- <b>Upcoming</b></li> <li>- Background Checks- \$150- <b>In progress</b></li> </ul>	

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	<ul style="list-style-type: none"><li>- Training/CPR Class- \$800 <b>Completed</b></li><li>- July 4<sup>th</sup> Americana Décor- \$50 <b>Completed</b></li><li>- Community Picnic- \$1,850</li><li>- Garage Sale Ads- \$75</li><li>- Boat Launch Upkeep- \$1,500</li><li>- Slide Gate Inspection and Underwater Inspections of Docks- Reserves- \$4,700</li><li>- Halloween Décor- \$50</li><li>- Christmas Events- \$650</li></ul> <p><b>Payment Plans and Liens:</b></p> <ul style="list-style-type: none"><li>- Five homeowners in payment plan.</li><li>- LLVCC has a total of ten property liens.</li></ul> <p><b>Open Purchase Orders:</b></p> <ul style="list-style-type: none"><li>- <b>PO #29 Gazebo Water Leak-</b> Estimated total \$13,650 Budget \$18,500. <b>Paid and closed</b></li><li>- <b>PO #34 Lake Treatment and Mapping-</b> Estimate total \$8,796. Budget \$14,000. Leaving \$5200 for the second treatment. <b>In progress.</b></li><li>- <b>PO #35 Gazebo/Playground Landscaping-</b> Estimated total \$1150. Budget \$1500. <b>In progress.</b></li><li>- <b>PO #36 Lake Water Testing-</b> Estimated total \$225 Budget \$600. <b>Paid and closed.</b></li><li>- <b>PO #38 CPR Class/Certification-</b> Total \$595. Budget \$800. <b>In progress.</b></li><li>- <b>PO #39 Shredding Event-</b> Estimated total \$625. Budget \$625. <b>Upcoming event.</b></li></ul> <p><b>Accounting (a la carte) Services Proposal</b></p> <ul style="list-style-type: none"><li>- Reviewing and reconciling bank and QB online entries- \$50 per hour</li><li>- Tax Planning and Services- \$150 per return</li></ul> <p><b>Insurance Policies- Total \$28,331 vs. Budgeted \$26,900</b></p> <ul style="list-style-type: none"><li>- Liability Insurance \$15,015</li><li>- Umbrella Insurance \$5,449</li><li>- Auto Insurance- \$2,524</li><li>- Board Insurance- \$5,343</li></ul> <p><b>Motion:</b> Mark motioned to approve variance utilizing savings funds to pay for insurance policies.</p> <p><b>Second:</b> Dale</p> <p><b>Ayes:</b> Mo, Sylvia, Scott, Dale, Mark and Deb.</p> <p><b>Oppose:</b> None</p> <p><b>Abstain:</b> Carol, James</p> <p><b>Reserve Study Update</b></p> <ul style="list-style-type: none"><li>- Review and Approval</li></ul>	
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	<p>Discussion: We have reviewed the Capital reserves study from 2023. Adjustments were made based on need and budget approval.</p> <p><b>Motion:</b> James motioned to approved adjustments and sent updates to engineer.</p> <p><b>Second:</b> Mo</p> <p><b>Ayes:</b> Mo, Sylvia, Scott, Dale, Mark and Deb.</p> <p><b>Oppose:</b> None</p> <p><b>Abstain:</b> Carol, James</p>	
<b>NEW BUSINESS</b>		
	<ul style="list-style-type: none"><li>- Anonymous complaint process</li></ul> <p>Discussion: Due to an overwhelming number of complaints in the office, it was decided that we no longer accept anonymous complaints. A completed complaint form is required.</p> <p><b>Motion:</b> James motioned that LLVCC office would no longer accept anonymous complaints.</p> <p><b>Second:</b> Mo</p> <p><b>Ayes:</b> Mo, Sylvia, Scott, Dale, Mark and Deb.</p> <p><b>Oppose:</b> None</p> <p><b>Abstain:</b> Carol, James</p> <ul style="list-style-type: none"><li>- Late fees discussions</li></ul> <p>Discussion: Board discussed waiving late fees for homeowners.</p> <p><b>Motion:</b> James motioned to stop late fees going forward by homeowner's family request for health issues as they proactively let us know of their situation.</p> <p><b>Second:</b> Dale</p> <p><b>Ayes:</b> Mo, Sylvia, Scott, Dale, Mark and Deb.</p> <p><b>Oppose:</b> None</p> <p><b>Abstain:</b> Carol, James</p> <p><b>Motion:</b> James motioned not to waive late fees for homeowner which check was received in the office on May 15<sup>th</sup> as dues were due on April 1<sup>st</sup> and reminders were sent starting March 14<sup>th</sup> as referenced by the homeowner; there was a period of 6 weeks for any issues to be taken care of and payment to be made on time.</p> <p><b>Second:</b> Deb</p> <p><b>Ayes:</b> Mo, Sylvia, Scott, Dale, Mark and Deb.</p> <p><b>Oppose:</b> None</p> <p><b>Abstain:</b> Carol, James</p> <ul style="list-style-type: none"><li>- Reimbursement</li></ul> <p>Discussion: Board discussed a request for reimbursement.</p>	

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	<p><b>Motion:</b> James motioned to reimburse the requested amount with the understanding that this will not be reimbursed in the future without a purchase order and Board approval.</p> <p><b>Second:</b> Mark</p> <p><b>Ayes:</b> Mo, Sylvia, Scott, Dale, Mark and Deb.</p> <p><b>Oppose:</b> None</p> <p><b>Abstain:</b> Carol, James</p> <p style="padding-left: 40px;">- Incident</p> <p>Discussion: The Board discussed a personal injury letter received.</p> <p><b>Motion:</b> James motioned to send insurance information from vendor to the injured party and have them follow the process.</p> <p><b>Second:</b></p> <p><b>Ayes:</b> Mo, Sylvia, Scott, Dale, Mark and Deb.</p> <p><b>Oppose:</b> None</p> <p><b>Abstain:</b> Carol, James</p>	
<b>OPERATIONS</b>		
<b>Maintenance</b>	<p><b>Gazebo Landscaping-</b> Mary Helton</p> <p style="padding-left: 40px;">- Update</p> <p><b>Discussion: Tabled</b></p> <p><b>Playground Toy-</b> Sylvia Banzon</p> <p style="padding-left: 40px;">- Broken toy discussion</p> <p><b>Discussion:</b> There is a broken toy at the playground. We would like to remove the piece of equipment since we are not able to fix it and it can become a safety issue.</p> <p><b>Motion:</b> Scott motioned to remove the equipment from the playground.</p> <p><b>Second:</b> Mo</p> <p><b>Ayes:</b> Mo, Sylvia, Scott, Dale, Mark and Deb.</p> <p><b>Oppose:</b> None</p> <p><b>Abstain:</b> Carol, James</p>	
<b>Office</b>	<p><b>Locking Picnic Tables-</b> Mary Helton</p> <p style="padding-left: 40px;">- Update</p> <p><b>Discussion:</b> Locks will be replaced for picnic tables.</p> <p><b>Good Neighborhood Vet-</b> Mary Helton</p> <p style="padding-left: 40px;">- We follow up on this idea and the Good Neighborhood Vet does not have any availability at the moment. They have clinics in Port Orchard and Silverdale if someone is interested.</p> <p><b>Shredding Date Change-</b> Mary Helton</p> <p style="padding-left: 40px;">- The shredding event is scheduled for July 3<sup>rd</sup> from 12:00 and 2:00 pm.</p>	

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	<b>Office Closure July 7-11-</b> Sylvia Banzon - Office will close next week for administrative purposes.	
<b>Patrol/Compliance</b>	<b>Incident Tracking Log</b> - Review and approval <b>Motion:</b> Dale motioned to approve logs as presented. <b>Second:</b> Deb <b>Ayes:</b> Mo, Sylvia, Scott, Dale, Mark and Deb. <b>Oppose:</b> None <b>Abstain:</b> Carol, James  <b>Complaint Tracking Log</b> - Review and approval <b>Motion:</b> Mark motioned to approve logs as presented. <b>Second:</b> Sylvia <b>Ayes:</b> Mo, Sylvia, Scott, Dale, Mark and Deb. <b>Oppose:</b> None <b>Abstain:</b> Carol, James  <b>Eyesore Log</b> - Review and approval <b>Motion:</b> Scott motioned to approve logs as presented. <b>Second:</b> Deb <b>Ayes:</b> Mo, Sylvia, Scott, Dale, Mark and Deb. <b>Oppose:</b> None <b>Abstain:</b> Carol, James	
<b>PUBLIC COMMENTS/QUESTIONS</b>		
<b>Building Committee Concerns:</b>	<b>Jim Freeman-</b> Willing to help please contact me.	
<b>COMMITTEES</b>		
<b>Architectural Control (ACC)</b>	<b>Chairman's Report-</b> Mark Murray - No report  <b>ACC Logs Approval-</b> Mark Murray - Review and approval  <b>Motion:</b> Mark motioned to approve logs as presented. <b>Second:</b> Scott <b>Ayes:</b> Mo, Sylvia, Scott, Dale, Mark and Deb. <b>Oppose:</b> None <b>Abstain:</b> Carol, James  <b>New Construction Permits Log-</b> Mark Murray - Review and approval <b>Motion:</b> Mark motioned to approve logs as presented.	

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	<p><b>Second:</b> Deb <b>Ayes:</b> Mo, Sylvia, Scott, Dale, Mark and Deb. <b>Oppose:</b> None <b>Abstain:</b> Carol, James</p> <p><b>Replanting Log-</b> Mark Murray - Review and approval <b>Motion:</b> Mark motioned to approve logs as presented. <b>Second:</b> Dale <b>Ayes:</b> Mo, Sylvia, Scott, Dale, Mark and Deb. <b>Oppose:</b> None <b>Abstain:</b> Carol, James</p> <p><b>Project Completion Log-</b> Mark Murray - Review and approval <b>Motion:</b> Mark motioned to approve logs as presented. <b>Second:</b> Sylvia <b>Ayes:</b> Mo, Sylvia, Scott, Dale, Mark and Deb. <b>Oppose:</b> None <b>Abstain:</b> Carol, James</p>	
<b>Lake Management</b>	<p><b>Chairman's Report-</b> Scott Horsfall The first treatment of Lake Anderson took place in May; we are scheduled for a second treatment in July (after the fourth of July holiday).</p> <p><b>Anderson Lake Dam Emergency Action Plan-</b> Scott Horsfall - Review and Approval <b>Motion:</b> Scott motioned to approve the new emergency plan. <b>Second:</b> Mo <b>Ayes:</b> Mo, Sylvia, Scott, Dale, Mark and Deb. <b>Oppose:</b> None <b>Abstain:</b> Carol, James</p> <p><b>Slide Gate and Underwater Inspection of Docks-</b> Scott Horsfall - Deferred</p> <p><b>Beavers in the lake-</b> Mary Helton - We had a complaint that beavers are still active and have been seen taking food back to lodge. We have already spent money on traps for them. <b>Discussion:</b> The beavers are not causing harm at this time. We already spent over \$600 on traps. At this time the feeling is that we should do nothing.</p> <p><b>Motion:</b> Dale motioned to not hire a beaver trapper at this time since they are not causing harm. <b>Second:</b> Scott <b>Ayes:</b> Mo, Sylvia, Scott, Dale, Carol, Mark and Deb.</p>	



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	<b>Oppose:</b> None <b>Abstain:</b> James	
<b>Hearing</b>	<b>Chairman's Report-</b> Dale Leaman - Eyesore- Unfinished yard and driveway, garbage cans out. <b>Discussion:</b> Homeowner agrees that garbage cans are in view. Construction permits are valid until Feb 2026.  <b>Committee Recommendation:</b> No action to be taken. The homeowner will remove trash cans from the view.  <b>Motion:</b> Dale motioned to accept the recommendation from the committee. <b>Second:</b> Scott <b>Ayes:</b> Mo, Sylvia, Scott, Dale, Carol, Mark and Deb. <b>Oppose:</b> None <b>Abstain:</b> James	
<b>Safety</b>	<b>Chairman's Report-</b> Deb Wallace - Safety Report  The Safety Committee met on April 16, 2025. Discussion included: Ongoing concerns of speeding cars creating a potentially dangerous situation for pedestrians walking on Lakeland Drive is still an issue. Sheriff Sperling's team recently placed two speed signs in the LLVCC community that are active now in addition to the existing speed sign managed by the LLVCC Patrol which are moved every other week.  The Department of Natural Resources will be speaking at our Community Meeting June 25th to provide information on a free Wildfire Ready Neighborhood Fire Preparedness Assessment from their National Fire Protection Association (NFPA) certified technicians.  <b>Sheriff's Report-</b> Maureen Allen - Sheriff's June Meeting Report  Locations: Spencer Lake Bar and Grill and Boat House Restaurant  Chaplain Harris is always asked to open meetings. He will open and report with informative and inspirational words of history and wisdom.  Sheriff Spurling addressed the new 1163 gun acquiring permit law. The law includes load and unload safety and training. He mentioned that there are numerous civilians and law enforcement folks who are against this permit law. However, there are also	

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	<p>numerous folks who are glad to see the requirements to obtain a purchase and permit.</p> <p>Harstine Island resident recently received a visit from the law enforcement and MC Health Department with a search warrant because of numerous complaints from other residents. When we visited the garbage and mess was somewhat addressed but the search warrant is still active for a future visit.</p> <p>Help to resolve criminal activity by a Flock camera found a sex offender from another county within Shelton.</p> <p>At the new location of the Boat House new attendees of the advisory meeting were observed by Sheriff Spurling. He emphasized the importance of all citizens reporting any and all issues that appear to be unlawful or questionable. All calls are important as they verify to the commissioners how vital the Sheriff's Department is to the community and future funding. The phone number is 360-426-4441, to call for all issues. 60-150 911 calls are received daily.</p> <p>Thurston County Animal Control is now helping Mason County Animal Control with aggressive animals caught or trying to be caught and housed.</p> <p>Acquiring Public Defenders for Mason County is still an issue. Pay, case load, applicants are items of interest and if no PD, all offences will be dismissed.</p> <p>There is a current process to keep drug offenders on the street and not arrest. They will be offered a location to receive access to Methadone as treatment for their addiction. Once sober they will be given a chance to change their direction.</p> <p>Sheriff Spurling told a story about a local fisherman who did not know how to swim, and he fell into the lake. He was saved and learned a serious lesson. Always wear a life jacket while on the water even if you do know how to swim!!</p>	
<b>OLD BUSINESS</b>		
	<p><b>Building Committee Selection - Dale Leaman</b> <b>Discussion:</b> We have had many applicants and have finally narrowed it down to 6 community members and 3 board members. The building committee is tasked with creating a feasibility study for community amenities. We are recommending the following members to be part of the building committee: Paul Hanson, William Harris, Howard Honsey, Mike Low, Julie McDowell, and Anne Peterson</p>	

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	<b>Motion:</b> Dale motioned to accept the recommendation of the community members. <b>Second:</b> Mark <b>Ayes:</b> Mo, Sylvia, Scott, Mark and Deb. <b>Oppose:</b> None <b>Abstain:</b> Carol, Dale, James	
<b>PRIOR ACTION ITEMS</b>		
<b>DISCUSSION</b>	<b>Action Item List-</b> James Byrne	
<b>UPCOMING MEETINGS</b>		
<b>June 25, 2025</b>	7:00 PM Community Meeting <b>Guest Speaker:</b> Jesse Duvall- Dept Natural Resources <b>Topic:</b> Home Wildfire Preparedness	
<b>July 23, 2025</b>	5:30 PM Board of Directors Meeting	
<b>UPCOMING EVENTS</b>		
<b>July 3, 2025 (Date Changed)</b>	Shredding Day	
<b>July 3, 2025</b>	Americana Décor Contest	
<b>Aug 2, 2025</b>	Garage Sale	
<b>Aug 16, 2025</b>	Annual Picnic	
<b>MEETING ADJOURNMENT</b>		
<b>Motion to Adjourn</b>	<b>Motion:</b> Dale motioned to adjourn meeting at 6:34 pm. <b>Second:</b> Mark <b>Ayes:</b> Mo, Sylvia, Scott, Dale, Carol, Mark and Deb. <b>Oppose:</b> None <b>Abstain:</b> James	