

LAKELAND VILLAGE COMMUNITY CLUB

Board Meeting Agenda



Date: February 25, 2026 @ 6:05 pm

Attendance: Maureen Allen, Sylvia Banzon, James Byrne, Scott Horsfall, Dale Leaman, Carol Low, Mark Murray and Deb Wallace.

Not Present: None

Others Present: Mary Helton, Mike Murphy, Julie McDowell, George St Jean, Anne Peterson, Mike Low, Will Harris, Pam Buck, Star Brown, Susan Roof, D. Risko, Korbin Pedrini (virtual), Dave Anderson (virtual), Diane Clevenger (virtual), Natascha Roof (virtual), Roy Ferguson (virtual) and Barbara McFarland (virtual).

EXECUTIVE OFFICERS SESSION		
	<p>Playground Improvement</p> <ul style="list-style-type: none"> - Discussion <p>Late Fees</p> <ul style="list-style-type: none"> - Discussion <p>Maintenance</p> <ul style="list-style-type: none"> - Docks <p>Website Documents</p> <ul style="list-style-type: none"> - Discussion <p>Boat Launch</p> <ul style="list-style-type: none"> - Process <p>Tennis Courts</p> <ul style="list-style-type: none"> - Discussion 	
CLOSED EXECUTIVE SESSION		
Board Discussions	<p>New Issues:</p> <ul style="list-style-type: none"> - Weekends Calls - Damages Claim - Attorney Fees - Late Fees - Email issue - Concrete - Tree Removal without permit - Division 7 - Budget Discussion - Tennis Courts 	
Welcome		
Open Meeting	<p>Welcome- James Byrne</p> <p>Call for New Business- James Byrne</p> <ul style="list-style-type: none"> - None 	

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	<p>Board Director Openings- James Byrne</p> <ul style="list-style-type: none"> - Call for volunteers/Appointments 	
TOPIC	DISCUSSION/VOTE	ACTION ITEM
<p>Approve Previous Minutes</p>	<p>January Board Meeting Minutes – James Byrne</p> <ul style="list-style-type: none"> - Discussion and Approval <p>Motion: Scott motioned to approve minutes from January</p> <p>Second: Mo</p> <p>Ayes: Sylvia, Scott, Dale, Carol, and Mark</p> <p>Oppose: None</p> <p>Abstain: James</p>	
PUBLIC COMMENTS/ COMPLAINTS- Old Business		
NEW BUSINESS		
<p>Damages Claim</p>	<p>Discussion: In the fall there was an incident to the HOA Beach/Gazebo area which yielded \$5,000 in damage. We tried to collect from the renters and we had no luck.</p> <p>Per Bylaws, Article II Membership A. General: ...“Each member is personally responsible for the actions of himself or herself, and all guests, family members and tenants, as well as all other occupants or visitors to his or her lot or dwelling unit, as they relate to the facilities and operations of the Association, its governing documents, common areas, and other Association rules and regulations and other requirements”.</p> <p>The HOA billed the homeowner for the cost of replacing damaged property. In the meantime, the HOA office has made a claim to the renter’s insurance. The owner had autopay on their account, and the money was paid and deposited into the HOA account automatically. The homeowner wrote to the Board requesting a refund of the funds as they didn’t intend to pay.</p> <p>Motion: James motioned to not refund the \$5,000 for renter’s actions at this time per our bylaws. We will retain the funds in trust. If the insurance pays for damages, then the HOA will reimburse the homeowner.</p> <p>Second: Scott</p> <p>Ayes: Mo, Sylvia, Scott, Dale, Carol, Mark and Deb</p> <p>Oppose: None</p> <p>Abstain: James</p>	
<p>Attorney Fees</p>	<p>Discussion: Homeowner requested to drop HOA attorney charges for a letter written to them in response to their attorney letter.</p>	

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	<p>Bylaws Article IX Governance D. Payment of Fees, Costs and Expenses. “If the Board of Directors is required to expend any funds, with or without litigation, in pursuit of the collection of any assessments, as defined herein; the assertion of or defense to any claims regarding the authority, jurisdiction or exercise of any of the powers of the Association; the assertion of or defense to any claims regarding the personal or real property of the Association; the correction of any violation of LakeLand Village Community Club restrictive covenants, Bylaws, Articles of Incorporation, rules and regulations, and/or any other governing documents; or with regard to any other dispute concerning its actions and/or powers; all expenses, including but not limited to attorney, accountant, other expert, title report and surveyor fees; and all other costs of litigation, including court and discovery expenses; and any and all other amounts reasonably expended in the process of collection, dispute resolution or correction; shall be the responsibility of and paid by the member or person or other entity responsible”.</p> <p>Motion: James motioned to not waive attorney fees as per bylaws. Second: Dale Ayes: Mo, Sylvia, Scott, Dale, Carol, Mark and Deb Oppose: None Abstain: James</p>	
<p>Late Fees</p>	<p>Discussion: Homeowner claiming charges of her dues were higher than other members and wants late fees waived. Reviewing the account, the homeowner started a payment plan on 4/10/25. They made payments in May and June. There was no payment in July and August of 2025. Late charges were added to the account. A late fee and convenience fee were added in September; however homeowner paid the balance later in September. It is the Board’s decision to credit the account for the September fees totaling \$20.70.</p> <p>Motion: James motioned to credit the account \$20.70 as it is a clerical error. Second: Deb Ayes: Mo, Sylvia, Scott, Dale, Carol, Mark and Deb Oppose: None Abstain: James</p>	
<p>Email issue</p>	<p>Discussion: In mailing the election packets and the ballots there was a clerical error in which the packets were sent exposing members email addresses. The Board wants to apologize for this clerical error.</p>	
<p>Concrete</p>	<p>At the end of Lakeland Way before entering the cart path on the right, we placed the concrete that was pulled out from the old playground structure. This was done intentionally as we had</p>	

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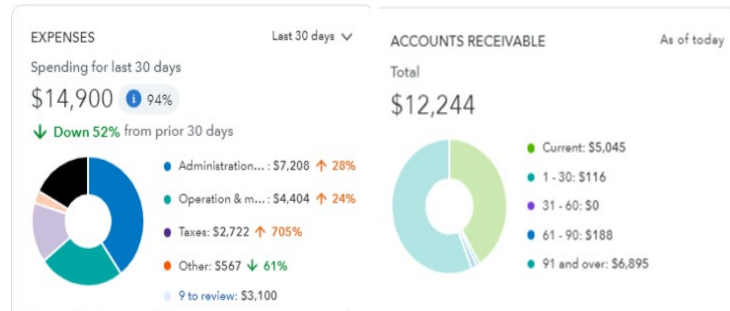
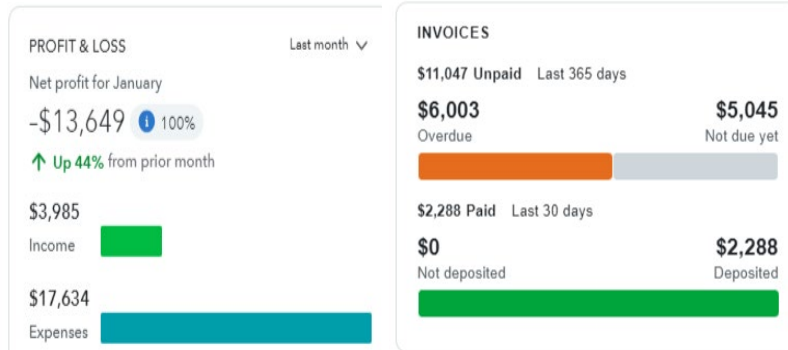
	<p>concerns of teenagers parking there at night. At this time, it is not in the budget to make it pretty, but this will address the members' concerns of teenagers that are not from the village park in that area.</p>	
BOARD LETTERS		
<p>Letter to DNR</p>	<ul style="list-style-type: none"> - The following is a summary of a letter sent from the Board to DNR to address our members' concerns. - LakeLand Village Community Club (LLVCC) consists of more than 950 homes in the historic town of Allyn in Mason County. Our residents value the peace and safety of the community, including the ability to walk freely in the neighborhood. While the noise from ongoing shooting is disruptive, the more critical concern is the risk posed by projectiles entering residential areas. Some of the activities reported involve semi-automatic weapons and rifles. The possibility of a stray round injuring a resident, child, or passerby is an unacceptable risk. <p>We respectfully request that the Department of Natural Resources restrict or prohibit target shooting on these parcels pursuant to WAC 332-52-100(1)(a)(i), which allows the Department to limit recreational activities on DNR-managed lands to protect public safety.</p>	
OFFICER REPORTS		
<p>President</p>	<p>President's Report- James Byrne</p> <p>Attorney Search- James Byrne</p> <ul style="list-style-type: none"> • We've chosen a new HOA attorney from the same firm, with lower fees and for continuity. 	
<p>Vice President</p>	<p>VP Report- Mark Murray</p> <p>LLVCC Branding- Mark Murray</p> <p>We are considering a new look for LLVCC. With the purchase of the new truck, we plan to design logo for the vehicle and use that for branding LLVCC. The new logo can be used for communications, website, and signage. More details to come.</p>	
<p>Treasurer</p>	<p>Treasurer's Report February 12, 2026- Sylvia Banzon</p> <p>Assets:</p> <ul style="list-style-type: none"> - Checking: \$19,230 - Litigation: \$46,284 - Reserve: \$167,148 - MM: \$227,731 - CD: \$58,279 	

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Budget 2025-2026

- Total Revenue: 114%
- Total Expenses: 76%



Proposed and/or Approved Expenditures for New 25-26 Fiscal Year

- Easter Event \$325- **Completed**
- Fishing Derby \$350- **Completed**
- Gazebo and Playground Landscaping- **Completed**
- Gazebo Water Leak Repair- \$13,650- **Completed**
- Replace Playground Set- \$43,000 (Reserves)- **In progress**
- Replace Fence in Playground- \$7,000 (Reserves)- **In progress**
- Lake Weed Treatment- \$14,000 **Completed**
- Lake Water Testing- \$600 **Completed**
- Tennis Courts Maintenance- \$750 **Completed**
- Shredding Event- Old Documents- \$925- **Completed**
- Background Checks- \$150- **Completed**
- Training/CPR Class- \$800 **Completed**
- Community Picnic- \$1,850- **Completed**
- Garage Sale Ads- \$75 **Completed**
- July 4th Americana Décor- \$50 **Completed**
- Boat Launch Upkeep- \$1,500 **In progress**
- Slide Gate Inspection and Underwater Inspections of Docks- Reserves- \$4,700 – **Completed**
- Fish Plant- \$3,200- **Completed**
- Halloween Décor- \$50- **Completed**
- Christmas Events- \$650- **Completed**
- Shed Installation- \$7,000- **In progress**
- Website Addition- \$400- **In progress**

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	<p>HOA Payment Plans and Liens:</p> <ul style="list-style-type: none"> - LLVCC has five property liens. - No foreclosures - No payment plans <p>Open Purchase Orders:</p> <ul style="list-style-type: none"> - PO #49 Playground Playset Removal/Installation- Budget \$43,000. Current Expenses: 19,991. Open. - PO #50 Website Additions- Budget \$375. Expenses: \$308. Paid and closed. - PO #51 Shed Installation- Budget \$7,000. Expenses \$5750. Open - PO #52 Truck Replacement- Budget \$20,000 Expenses \$24,000. Paid and closed. <p>Reserve Study Proposal- Sylvia Banzon</p> <ul style="list-style-type: none"> - Rescind Vote <p>Motion: Mark motioned to rescind the vote from the approved proposal voted at the last meeting to allow us to shop for better prices and services.</p> <p>Second: Deb</p> <p>Ayes: Mo, Sylvia, Scott, Dale, Carol, Mark and Deb</p> <p>Oppose: None</p> <p>Abstain: James</p>	
PUBLIC COMMENTS/QUESTIONS- New Business		
OPERATIONS		
<p>Maintenance</p>	<p>Maintenance Shed- James Byrne</p> <ul style="list-style-type: none"> - We have placed a new shed next to the Basketball courts. This will facilitate the access of resources for the LLVCC staff. <p>Weeds and Sod replacement in the Gazebo Area- James Byrne</p> <ul style="list-style-type: none"> - Postponed to Spring <p>Boat Launch Gravel- James Byrne</p> <ul style="list-style-type: none"> - To be scheduled <p>Playground Equipment- James Byrne</p> <ul style="list-style-type: none"> - We continue working on this project. We hope to have the playground ready to open by April 1st. <p>Playground Fence- Mark Murray</p> <ul style="list-style-type: none"> - We have four volunteers for this project. We would like to see more participation from the community. The dates are 	

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	<p>March 20th and 21st. Bring your gloves and help us with this endeavor.</p> <p>Fishing Dock- James Byrne</p> <ul style="list-style-type: none">- We had an incident this past weekend, teenagers were able to pry the hinges off the fishing dock and we had a runaway truck. We are grateful to the neighbors for calling and assisting in rescuing the runaway dock. We were able to identify the kids that did it. They were vacationing at their grandparents' home. The kids were apologetic and their father made them help put everything back. The parents would like some kind of consequence for their teenagers' actions. <p>Motion: James motioned to give the kids a choice. We can ban them from all community common areas for 1 year or they can help replace some of the boards on the fishing dock.</p> <p>Second: Deb</p> <p>Ayes: Mo, Sylvia, Scott, Dale, Carol, Mark and Deb</p> <p>Oppose: None</p> <p>Abstain: James</p>	
<p>Office</p>	<p>Upcoming Office Closures- Sylvia Banzon</p> <ul style="list-style-type: none">- February 26-27- March 12-13- April 2-3 <p>Purchase Order Form Template- Mary Helton</p> <ul style="list-style-type: none">- Redesigning the purchase order form to add more information on the projects.- <p>Motion: James motioned to approve the form as presented.</p> <p>Second: Mark</p> <p>Ayes: Mo, Sylvia, Scott, Dale, Carol, Mark and Deb</p> <p>Oppose: None</p> <p>Abstain: James</p> <p>Community Calendar Updated- Mary Helton</p> <ul style="list-style-type: none">- Discussion <p>Website Updates and Maintenance- Mark Murray</p> <ul style="list-style-type: none">- Tabled <p>Shredding Event- Mary Helton</p> <ul style="list-style-type: none">- Scheduled June 18th. Discussion about traffic and parking issues regarding this event. It was suggested to have the truck set up by the tennis courts. We will follow up with the Andersons.	

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Patrol/Compliance	<p>Incident Tracking Log- James Byrne - Review and approval Motion: Dale motioned to approve log as presented Second: Deb Ayes: Mo, Sylvia, Scott, Dale, Carol, Mark and Deb Oppose: None Abstain: James</p> <p>Complaint Tracking Log- James Byrne - Review and approval Motion: Mark motioned to approve log as presented Second: Carol Ayes: Mo, Sylvia, Scott, Dale, Carol, Mark and Deb Oppose: None Abstain: James</p> <p>Eyesore Log- James Byrne - Deferred</p> <p>Electronic Vote: Motion: James motioned to approve a \$4,000 variance to replace the Patrol truck with a 2020 model. Second: Mark Ayes: Mo, Sylvia, Scott, Dale, Carol, Mark and Deb Oppose: None Abstain: Mo and Scott</p>	
COMMITTEES		
Architectural Control (ACC)	<p>Chairman’s Report- Mark Murray - Report</p> <p>ACC Logs Approval- Mark Murray - Review and approval Motion: Mark motioned to approve log as presented Second: Carol Ayes: Mo, Sylvia, Scott, Dale, Carol, Mark and Deb Oppose: None Abstain: James</p> <p>New Construction Permits Log- Mark Murray - Review and approval Motion: Mark motioned to approve log as presented. Second: Sylvia Ayes: Mo, Sylvia, Scott, Dale, Carol, Mark and Deb Oppose: None Abstain: James</p> <p>Replanting Log- Mark Murray - Review and approval Motion: Mark motioned to approve log as presented.</p>	

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	<p>Second: Sylvia Ayes: Mo, Sylvia, Scott, Dale, Carol, Mark and Deb Oppose: None Abstain: James</p> <p>Project Completion Log- Mark Murray - Review and approval</p> <p>Motion: Mark motioned to approve log as presented. Second: Sylvia Ayes: Mo, Sylvia, Scott, Dale, Carol, Mark and Deb Oppose: None Abstain: James</p>	
Building	<p>Chairman’s Report- Dale Leaman - Committee Recommendations Discussion</p> <p>Community Survey- Dale Leaman - We would like to inform you that next week we will be launching a Community Feedback Survey to gather input regarding community amenities. The survey will include an open comment section, allowing members to share additional suggestions or highlight any aspects that may not have been addressed.</p> <p>Motion: Dale motioned to approve the survey for distribution. Second: Deb Ayes: Mo, Sylvia, Scott, Dale, Carol, Mark and Deb Oppose: None Abstain: James</p> <p>Motion: Dale motioned to approve volunteer work for data collection. Second: Mark Ayes: Mo, Sylvia, Scott, Dale, Carol, Mark and Deb Oppose: None Abstain: James</p> <p>Motion: Dale motioned to approve \$250 postage variance for this project. Second: Carol Ayes: Mo, Sylvia, Scott, Dale, Carol, Mark and Deb Oppose: None Abstain: James</p>	
Lake Management	<p>Chairman’s Report- Scott Horsfall - No report</p> <p>Lake Anderson Log- Scott Horsfall - Discussion</p> <p>Motion: Scott motioned to approve log as presented.</p>	

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	<p>Second: Mark Ayes: Mo, Sylvia, Scott, Dale, Carol, Mark and Deb Oppose: None Abstain: James</p>	
Hearing	<p>Chairman's Report- Dale Leaman - No hearing</p>	
Safety	<p>Chairman's Report- Deb Wallace The Safety Committee met on January 16, 2026. Attending: James Byrne, Dale Leaman, Maureen Allen, Randy and Deb Wallace - Discussion included: - Planning for the destruction of the old fence in the playground area and the construction of the new fence. Also includes tearing down the shed in the playground area as it is not cost effective to fix it. The project is expected to take 3 – 5 days and will be done in March/April. - E-mail went out to the community for volunteers with dates and times for help with the fence and shed project. - Deb will handle scheduling of volunteers for each day and will compile a list of the tools they may have for the project. - Forms for volunteers to sign for insurance purposes. - Coordinating lunch and beverages for the volunteers along with photographs of the volunteers for the website (Mo & Deb?). - James and Mark will coordinate the property line, determine the fence length and purchase materials and reserve heavy equipment for demo and a dumpster. - We will need a safety and construction lead for each day along with a daily briefing (Dale?)</p> <p>Sheriff's Report- Maureen Allen - The entire Sheriff's Meeting was a discussion about the article in the Mason County Journal addressing Senate Bill 5974 that could cause the removal of elected sheriffs with an individual appointed by the Governor. - There were comments and further discussions from members about the Sheriff's meeting.</p>	
OLD BUSINESS		
	None	
PRIOR ACTION ITEMS		
DISCUSSION	Action Item List- James Byrne	
UPCOMING MEETINGS		

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March 25, 2026	6:00 PM Board of Directors	
April 22, 2026	6:00 PM Board of Directors	
UPCOMING EVENTS		
April 4, 2026 May 2, 2026 June 18, 2026	Easter Bunny Comes to Allyn Fishing Derby Shredding Event	
MEETING ADJOURNMENT		
Motion to Adjourn	Motion: Dale motioned to adjourned at 6:55 pm Second: Mark Ayes: Mo, Sylvia, Scott, Dale, Carol, Mark and Deb Oppose: None Abstain: James	