

LAKE LIMERICK COUNTRY CLUB, INC.
E. 790 ST. ANDREWS DRIVE
SHELTON, WA 98584
(360) 426-3581
FAX (360) 426-8922

BOARD OF TRUSTEES
MINUTES OF
MAY 20, 1995

LAKE LIMERICK COUNTRY CLUB, INC.
BOARD OF TRUSTEES
MAY 20, 1995

The meeting was called to order by President Dan Robinson at 9:00 a.m. Trustees attending: Betty Malloy Braget, Ted Mason, Martha Fairbanks, Talitha Waldron, Shirley Reichner, Gary Ayers, Bill Buff, and Bob Johnson. Tr. John Hocker, and Tr. Helen Henning were excused.

ROLL CALL: Tillie Waldron

President Dan Robinson opened the meeting with the following introductory statement to the board:

Our board of trustees is a representative group of LLCC members elected by the membership at large. We are responsible to them for the actions we take in operating our club and protecting the facilities and other assets. Each of us, on average, represent some two hundred dues paying members and more than a hundred property owners. This is a big responsibility, and requires considerable time and effort to accomplish properly. This is not a 3 hour a month job!! Each board member should be active on one or more committees, and I encourage you all to come to the office often, get your data distribution, and stay current.

I believe strongly in communications among all of us board members, committee, and members at-large.

To further this goal, I will prepare data and agendas for your study as far ahead of meetings as possible and will put this in board members hands, in your folders, or mail it to you if the folder doesn't work. I encourage you to pick up information from your folders twice a week. If gone more than a week, arrange for mailing if practical.

We encourage committees to prepare preliminary minutes ASAP after a meeting and distribute to committee members and other committees. They work well as reminders of actions assigned in committee, as well as a refresher for decisions made. Our office staff understands the data flow and will help you. I encourage all to read, and understand this information and prepare for the discussion and decisions ahead. Otherwise, we are wasting considerable time and paper.

For our members-at-large, the vast majority of property owners, we are expanding the community service function to include member communications. This committee will monitor board and committee activities to identify topics for general membership communication. They will recommend topics for newsletters, flyers, or other means of communication.

Finally, I want to comment on the decision by the executive committee to review the charter and scope of the Inn committee.

This action is being taken to accomplish a number of things including definition of interfaces with other committees such as maintenance and administration; budget definition across interfacing committees; and employee participation in the committee.

The executive committee has agreed to develop a set of recommendations, with the help of the committee members, for presentation to this board. All current members will continue to be members and are encouraged to provide input to this review.

A special meeting of the executive committee is scheduled for Tuesday 5/23/95 at 6:30 for the purpose of reviewing charters of the inn, greens, and the long range planning committees. Interested parties are encouraged to attend.

APPROVAL OF MINUTES:

Motion made by Tr. Betty Malloy Braget, seconded by Tr. Tillie Waldron and carried by the board as follows:

To approve the minutes of March 21, 1995 as written.

Motion made by Tr. Betty Malloy Braget, seconded by Tr. Ted Mason and carried by the board as follows:

To approve the minutes of April 15, 1995 as written.

Motion made by Tr. Ted Mason, seconded by Tr. Bob Johnson and carried by the board as follows:

To approve the minutes of April 22, 1995 as written.

Motion made by Tr. Betty Malloy Braget, seconded by Tr. Gary Ayers and carried by the board as follows:

To approve the minutes of May 15, 1995 as written.

FINANCIAL REPORT:

Treasurer Martha Fairbanks reviewed the April 1995 financial statements. It was noted that page 1, "Balance Sheet" reflects the cash status and that page 4, "Income Statement" posts the net profit, and shows a small loss for the month. The Septic, ADA Improvements, Pro Shop (SAP) bank note was paid off this month. Any balance of income will go towards the income tax burden.

Chairperson Tillie Waldron of the Youth/Parks committee noted that the Teen Dance last night had 44 children and everyone seemed to enjoy themselves.

Photos taken 2/19/95, which depicted the lake high water, were passed out to the board of trustees.

Added to the Consent Agenda:

Minutes for March 21, 1995 for approval
2a. Financial Advisory Committee - Refined Special Assessment
proposal
6. Bingo Committee - Great Hall Preparation

ITEMS FROM THE CONSENT AGENDA:

Consent Agenda Item 1. Lake/Dam Recommendation for 1995 Weed Treatment

Chair-person Bill Buff reported his committee recommends that Lake Limerick not be chemically treated this year except for 2 algae treatments. Mary Beth Gibbons, and Terry McNabb (who research the weed growth) both feel there would only be a few more weeds this year and to concentrate on the treatment next year with SONAR. There is still the option for grass carp. It was suggested to send a notice to all members as to why we were not treating the weeds this year. It could include the recommendations that lake front lot owners harvest the weeds in front of their property. Chair-person Bill Buff was requested to prepare the notice immediately for the 6/1/95 Newsletter. Bill Buff was also asked to check out the rent of a weed harvester.

A Motion was made by Tr. Bill Buff, seconded by Tr. Ted Mason and carried by the board as follows:

AYES: (6)

ABSTAINS: Betty Malloy Braget

Martha Fairbanks did not vote.

The Board accepts the Lake/Dam Committee recommendation to forgo any major chemical treatment, except the treatment for algae, on Lake Limerick this year.

A Motion was made by Tr. Bill Buff, seconded by Tr. Ted Mason and carried by the board as follows:

The Board accepts the Lake/Dam Committee recommendation to send out letters to all members as to why we are not treating the lake. It will include suggestions that owners manually harvest, not chemically treat, their own areas.

Consent Agenda Item 2. Financial Advisory - Recommendation to re-appoint Dick Sirokman

Motion made by Tr. Ted Mason, seconded by Tr. Gary Ayers and carried by the board as follows:

The board accepts the nomination of Dick Sirokman for a 5 year reappointment to the Financial Advisory Committee.

Consent Agenda Item 2a. Financial Advisory - Refined Special Assessment proposal

Chair-person of the Financial Advisory Committee, Jerry Soehnlein presented the proposal to retire the \$135,000.00 debt on the Dam/Valve project.

The proposal included a one year base period, or two year base period for discussion at the up coming town meeting. He noted assessments are a major taxable item and presented the ranges of taxable income and the corresponding tax percentages.

1 year: August 1995 Billing - \$175.00/lot/year or \$46.00/lot/qtr
The tax burden is at \$91,300.00 or a total cost of \$235,000.00

1 year: Sept 1995 Billing - \$160.00/lot/year or \$43.00/lot/qtr
The tax burden is \$72,000.00 or a total cost of \$215,000.00

2 years: Sept 1995 and Sept 1996 Billings - \$80.00/lot/year or \$23.00/lot/qtr
The tax burden is \$61,000.00 or a total cost of \$210,000.00

A Motion was made by Tr. Gary Ayers, seconded by Tr. Ted Mason and carried by the board as follows:

The Board of Trustees approves the Financial Advisory Committee presentation for the town meeting as one of the options to retire the Dam/Valve debt.

Recess: 10:00 a.m. to 10:10 a.m.

Consent Agenda Item 3. Inn Committee - Recommendation to hire a Chef/Manager for the Restaurant

The Inn committee recommends the Board of Trustees hire a Chef/Manager with the appropriate background and culinary skills.

A Motion was made by Tr. Gary Ayers, seconded by Tr. Bill Buff and carried by the board as follows:

AYES: Ted Mason, Shirley Reichner, Bob Johnson, Gary Ayers, Bill Buff (5)

NAYS: Martha Fairbanks, Tillie Waldron, Betty Malloy Braget (3)

To accept the Inn Committee's recommendation to hire a Chef/Manager.

Consent Agenda Item 4. Magpies - Co-ordination of Memorial Services, approval

Evelyn Springer noted the Magpies will offer their services to co-ordinate Memorials for LLCC members, if the family wishes.

A Motion was made by Tr. Tillie Waldron, seconded by Tr. Ted Mason and carried by the board as follows:

To accept the Magpie club's recommendation as follows:
The Magpie Club will co-ordinate Memorial Services for LLCC members, if the family wishes. The Magpies will donate food for Magpie members and their families.

Consent Agenda Item 5. - Maintenance - approval of Expenditure to Replace Keg Cooler

A Motion was made by Tr. Martha Fairbanks, seconded by Tr. Gary Ayers and carried by the board as follows:

To accept the recommendation of the Maintenance Committee and replace the entire refrigeration system for the beer keg cooler at a cost of \$1,600.00

Consent Agenda Item 6. - Bingo - Shirley Reichner

Chair-person Shirley Reichner reported the Great Hall had not been properly cleaned the previous night for the Bingo players. This has been happening for several months. She suggests either to cut the rent Bingo pays or have the room clean for their use. The Executive Committee has formed an Ad-Hoc Committee to evaluate Bingo and will address this situation.

Recess: 11:00 a.m. to 11:10 a.m.

Tr. Bill Buff was excused from the meeting.

EXECUTIVE COMMITTEE:

A. Committee Guidelines Approval

President Dan Robinson read the proposed changes to the Committee Guidelines.

A Motion was made by Tr. Ted Mason, seconded by Tr. Bob Johnson and carried by the board as follows:

To accept the proposed Committee Guidelines changes as presented except for paragraph 4. (Defined below)

Tr. Betty Malloy Braget was excused from the meeting.

A Motion was made by Tr. Martha Fairbanks, seconded by Tr. Tillie Waldron and failed by the board as follows:

AYES: Martha Fairbanks, Tillie Waldron (2)

NAYS: Ted Mason, Shirley Reichner, Bob Johnson, Gary Ayers (4)

To accept the proposed Committee Guidelines changes as presented for paragraph 4 which reads: *The number of active members on any committee is limited to a total of 15 including core and at-large members. (A committee with more than 15 qualified members at the time of implementation of these guidelines will be reduced to 15 through non-replacement of at-large members leaving the committee for any reason.)*

B. Personnel Policy and Vacation, Sick Leave, Policy Approval

President Dan Robinson read the proposed Personnel Policy changes dated 5/11/95.

A Motion was made by Tr. Gary Ayers, seconded by Tr. Ted Mason and carried by the board as follows:

To accept the Personnel Policy revisions dated 5/11/95 as adjusted referring to 80 hours instead of 10 days.

C. Architectural Guideline Approval.

Chair-person Ted Mason will get back to the board of trustees at the next meeting.

D. Appointment of Betty Malloy-Braget to Chair Liquor Law Compliance and Social/Community membership committee.

The Ad-Hoc Committee will work closely with the Inn Committee to conduct the review of Liquor Law compliance and social members.

E. Extension of the Security Guard hours

There will be an extension of the Security Guard hours for the summer which complies with the budget.

F. The Executive Committee meeting time change

The Executive Committee will be meeting at 6:30p.m., on the Tuesday before the board meeting.

G. Executive Committee Appointments

The Executive Committee appointed the following Ad-Hoc Committee to evaluate the Bingo operation, Shirley Reichner, Dan Robinson, Martha Fairbanks, and Betty Malloy Braget.

OLD BUSINESS:

A. Architectural committee - Gas line easement.

Chair-person Ted Mason said President Dan Robinson signed the gas line easement for 10' of Lake Limerick's greenbelt. Ted contacted Cascade Natural Gas Company and they said there was only one party interested in the easement and the line will not be increased in size.

NEW BUSINESS:

A. Approval of Committee Chair-people

The board of trustees approves the following nominations for Chair-persons:

<u>Committee:</u>	<u>Nominee:</u>
Greens	Carl Nielsen
Maintenance	Clyde Combes
Architecture	Ted Mason
Long Range Planning	Jerry Soehnlein
Election	Jane King
Bingo-Gambling	Shirley Reichner
Community Support/Membership Communications	Clara Robinson
Lake/Dam	Bill Buff
Youth/parks	Tillie Waldron
Nominating	Vera Gaffney
Security/Block Watch	Wally Barker

President Dan Robinson will chair the Inn Committee until a Chair-person is nominated.

A member encouraged the Nominating Committee Chair-person to post the meeting dates and times.

B. Approval of Assistant Secretary and Assistant Treasurer Appointment.

A Motion was made by Tr. Ted Mason, seconded by Tr. Tillie Waldron and carried by the board as follows:

The board of trustees approves the appointments of Shirley Reichner as Assistant Secretary and Betty Malloy-Braget as Assistant Treasurer. (without pay)

COMMENTS FROM MEMBERS:

A member is concerned about the surface water that runs under Mason Lake Road and on to Ballantrae. Tr. Ted Mason has been discussing this with the County and called them to come out when the roads were flooding. He will continue working with the County.

CORRESPONDENCE:

Secretary Tillie Waldron read the following "Thank You" notes: The office staff thanked the Board for the "Secretary's Week" baskets. Nan Stricklin thanked the Board for the flowers for John's memorial. Lillian Williams was grateful for the "Choice of the Year" Award.

ANNOUNCEMENTS:

Town Meeting to present alternatives for the Dam/Valve debt.
June 24, 1995

Motion made by Tr. Gary Ayers, seconded by Tr. Bob Johnson and carried by the board as follows:

To adjourn the meeting at 12:24 p.m.

Respectfully submitted,
Tillie Waldron, Secretary

Preliminary Minutes, not approved by the Board of Trustees. For review only.

Lake Limerick Country Club, Inc.
E. 790 St. Andrews Drive
Shelton, WA 98584
(360) 426-3581
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May 25, 1995

~~Dan~~ Robinson
E. 721 Ballantrae Dr
Shelton, WA 98584

TO BOT Members

Dear Dan,

I recommend you consider the enclosed letter from Bob King and any other information you receive relative to the decision not to treat the lake. Please let me know by next Friday (June 2, 1995) whether you believe the Board of Trustees should reconsider.

Before you make up your mind, I recommend a tour of the lake to see the extent of the weed growth. Much of this can be seen from shore, particularly at the Bird Sanctuary. For those wishing a water tour please call me to arrange it. (426-7908)

Sincerely.

LAKE LIMERICK COUNTRY CLUB, INC.

Dan Robinson, President
DR/ss

Enclosure: Letter to BOT from Bob King

MEMO

DATE May 22, 1995
TO Dan Robinson, President
TO & Board of Trustees
FROM Martha Fairbanks
SUBJECT Vacation Schedule
OF PAGES 1

I will be gone from:

June 19, 1995 to August 1, 1995

Thank you



Martha Fairbanks
Treasurer
LAKE LIMERICK COUNTRY CLUB, INC.

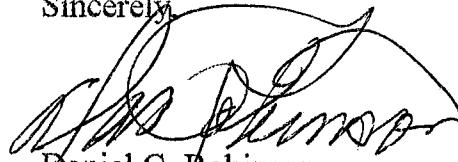
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To: Dick Sirokman

May 23, 1995

I am pleased to inform you that the Board of Trustees has approved your reappointment to the Financial Advisory Committee for a five year term extending through May 1, 2000. I look forward to working with you on the opportunities that will no doubt present themselves to us in the months ahead! I appreciate your willingness to continue to support the Community through this important activity.

Sincerely,



Daniel C. Robinson

President

Lake Limerick Country Club, Inc

cc: Fin. Adv. Comm.

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To: All Club Employees

May 23, 1995

Subject: Vacation and Sick Leave Policy

As you are by now aware, the Club Board of Trustees has approved a revision to the vacation and sick leave policy that will index awards to the beginning of the calendar year instead of the fiscal year. This letter addresses the transition from the previous to the new policy.

On September 1, 1995, each employees' accounts will be updated with appropriate awards as they would have under the previous policy. That is, a third year employee, for example, would have his/her accounts updated by the award of 80 hours in each. Similarly, a second year employee would be awarded the pro-rata adjustment from his/her actual employment anniversary.

On January 1, 1996, each employees' account will be updated to the new index with an award in each account representing 1/3 year (4 months), which in the cases above would be 27 hours in each account. Subsequent awards will be made effective on January first of each year.

It should also be noted that the revised award schedule for the first year of employment will apply only to employees with hire dates of May 22, 1995 or later. The revised carryover rules for sick leave will apply to all employees effective May 22, 1995, as will all other provisions of the revised Personnel Policy adopted May 20, 1995.

Sincerely,



Daniel C. Robinson
President
Lake Limerick Country Club, Inc

cc: Exec. Comm., C. Combes, C. Nielsen, D. Scherting

LAKE LIMERICK COUNTRY CLUB, INC
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To: Steve Morely

May 19, 1995

Subject: Vacation and Sick Leave Account Reconciliation

As you were informed on April 20, 1995, a misinterpretation of the Club vacation and sick leave policy by the Office Staff resulted in excessive hours being awarded to both your accounts. The Executive Committee has reviewed this particular situation along with reconciliation precedents set in previous similar circumstances. Accordingly, the Committee has instructed me to inform you of their reconciliation decision as follows:

1. The overdrafts to your vacation and sick leave accounts as of May 19, 1995, resulting from the miscalculation of awards, will be absorbed jointly by the Club and yourself.
2. Both accounts will be reset to zero as of May 19, 1995
3. At the next award date, (September 1, 1995), your awards will be reduced by one-half of the overdrawn hours in each account. Specifically, your award for vacation on that date will be 66 hours (reduced from 80 hours by 14); and your sick leave award will be 69 hours (reduced from 80 hours by 11).

You are also advised that in accordance with the recently revised Club vacation and sick leave policy, all employee vacation and sick leave accounts will be re-indexed to the beginning of the calendar year effective January 1, 1996. This will result in the award on that date of the accrued hours in each account since the previous award date. In your particular situation, it will mean an award of 27 hours in each account on that date. You are being provided with the complete policy under separate letter.

The Executive committee regrets any inconvenience this situation has caused.

Sincerely,



Daniel C. Robinson

President

Lake Limerick Country Club, Inc

cc: Exec. Com.; C. Combes. K. Osborne, B. Buff

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To: Committee Chairpersons
Personnel Supervisors

May 23, 1995

cc: Executive Committee
Board of Trustees

Subject: Hiring and Termination Actions - All Employees

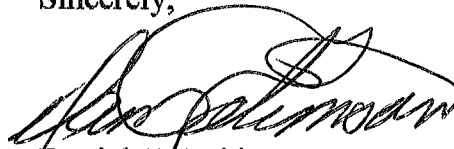
The Board of Trustees on May 20, 1995, adopted a modification of the Personnel policy that effects a number of benefits and employment rules regarding Lake Limerick employees. The complete policy is attached for your review and reference.

One of the modifications that I wish to bring to your immediate attention is the change to the Paragraph entitled "HIRING; TERMINATION". It now reads: "The Executive Committee has the exclusive authority and responsibility for hiring or termination of all employees." The intent is to assure that all such intentions are coordinated with the Executive Committee prior to the hiring or termination actions. Your coordination with any individual member of the Executive Committee will satisfy this directive.

I request that the complete policy as enclosed be reviewed with all employees and a copy be provided to them. Questions regarding the policy may be directed to the Executive Committee or our Office Staff.

Thanks in advance for your cooperation and support.

Sincerely,



Daniel C. Robinson

President

Lake Limerick Country Club, Inc

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PERSONNEL POLICY

PERSONNEL POLICY, effective November 26, 1977, and as revised January 1, 1979, November 3, 1979, May 10, 1980, August 9, 1980, November 23, 1981, October 9, 1982, April 9, 1983, October 19, 1985, August 15, 1987, August 19, 1989, March 21, 1992, October 9, 1993, September 1, 1994, and May 20, 1995

SECTION I -- FULL TIME EMPLOYEES

ELIGIBLE EMPLOYEE: Non-seasonal, salaried, and hourly employees who have been employed at LLCC for three consecutive months, based on a 40 hour week or other negotiated schedule.

VACATION SUMMARY: Forty hours after one full year from date of employment, eighty hours per year after two full years, and 120 hours per year after five years of employment. The vacation qualification date will be revised during the second employment year from the employment anniversary to the beginning of the calendar year (January 1) by prorating the two weeks over the time to calendar year start. Vacation schedules must be approved in advance by the Executive Committee and cognizant Committee Chairpersons. Any unused vacation at the end of each fiscal year will be lost. There will be no vacation carryover. (See complete vacation policy- 5/20/95)

HOLIDAYS: New Years Day, President's Day, Memorial Day, July Fourth, Labor Day, Thanksgiving Day, and Christmas Day will be paid holidays providing the employee has worked as scheduled the day before the holiday and the day after. An employee directed by supervision to work a scheduled shift on the holiday shall receive one and one-half his regular pay scale, providing he has worked as scheduled the day before AND the day after the holiday. When a holiday falls on an employee's regular day off, he will be compensated with a day off with pay, with agreement of his supervisor.

SICK LEAVE SUMMARY: Forty hours after the first full year of employment, 80 hours per year thereafter. Sick leave will be indexed to the beginning of the calendar year during the second employment year by pro rating the two weeks over the time to calendar year start. Unused sick leave from a previous year may be accumulated to a maximum of 160 hours in an employee's account. A physicians' statement will be required for any absence exceeding three days for which sick leave pay is claimed. (See complete sick leave policy - 5/20/95)

MEDICAL BENEFITS: The employee will be provided with a medical insurance plan, as determined by the Executive Committee. If the employee should already carry health insurance from a bona fide carrier and can furnish proof of such coverage, LLCC will pay such employee an amount equivalent to what is paid for medical insurance for every other employee.

PAID LEAVE: Three days paid leave will be granted for the death of an immediate family member (spouse, child, parents, and siblings); one day paid leave will be granted for observance of the death of other family members.

SOCIAL MEMBERSHIP: Each employee shall be awarded a Social Membership, upon request, to apply to the employee only, not to spouse, family, etc.. Such Social Membership will automatically expire upon termination of employment.

WORK WEEK AND SCHEDULE: The work week will run from Monday A.M. through Sunday P.M. of each week. Shifts will be 8 hours per day, 5 days per week, with a 30 minute lunch break not included in the 8 hours, and morning and afternoon breaks of 15 minutes included in the 8 hours. Specific morning and afternoon break times will be as determined by supervision. Time clocks installed at the Maintenance building and in the Inn will be used by all hourly employees to record start and end of each shift, and start and end of lunch periods, with other uses as directed by supervision.

Standard working hours for Maintenance and Greens personnel will be as follows:

Summer (May 1 through October 15): 6:30 A.M. through 3:00 P.M.

Winter (October 16 through April 30) 8:00 A.M. through 4:30 P.M.

Working hour schedules for Inn and office personnel will be determined by the Executive Committee.

(Committee chairpersons and supervision may arrange work schedules differing from the above standards to accomplish specific objectives, such as assuring maintenance or greens personnel presence during summer hours after 3:00 P.M.)

OVERTIME: Properly authorized hours worked in excess of 40 during the work week described herein will be considered overtime. Such overtime must be approved in advance by supervision and/or the Executive Committee, unless an emergency forces such approval to be sought after the hours are worked. All overtime approvals will be in writing and a copy will accompany time card reflecting the overtime. Generally, overtime will not be approved for an employee who has been absent from work a day or more in the same work week.

PERFORMANCE REVIEW: Employees will be evaluated annually, (generally in March), or more often as deemed appropriate by the cognizant committee chairman, supervisor, or the Executive Committee, regardless of the employment anniversary date.

DUTY CHANGES: To be documented at time of duty change and / or upon wage adjustment.. Position descriptions to be updated if required, and reviewed with the employee and the committee chairman.

MILEAGE: Any employee or committee person who is required to use their vehicle for LLCC business may be reimbursed at the rate of \$0.27 per mile actually driven.

COMPENSATORY TIME: Without the specific approval of the Executive Committee, no employee will be allowed compensatory time in lieu of pay for either regular or overtime hours.

SECTION II -- PART TIME EMPLOYEES

ELIGIBLE EMPLOYEES: Seasonal, salaried or hourly employees regularly scheduled at less than 40 hours per week.

WORK SCHEDULES: Scheduled working hours, breaks, and lunch periods will be determined by Department supervision and/or the Executive Committee. Time clocks will be used to record start and stop times for each work period.

HOLIDAYS AND OVERTIME: Holidays actually worked will be paid at one and one-half base pay rate. Authorized overtime (in excess of 40 hours during the work week) will be paid at one and one-half times the base pay rate.

SECTION III -- ALL EMPLOYEES

HIRING ; TERMINATION The Executive Committee has the exclusive authority and responsibility for hiring or termination of all employees.

SAFETY PROCEDURES: The safety program established by LLCC will be strictly adhered to by all employees. Negligence or disregard of safety practices may result in dismissal.

DISCIPLINE: Reasonable disciplinary measures may be taken by the Executive Committee or its delegate, and may include, but are not limited to, reprimand, suspension without pay, etc.

PAY INCREASES: Pay increases will only be considered after a 90 day probation period:

- a. There will be no system of automatic raises.
- b. Pay raises will be granted on a merit system of performance with due consideration given to Budget constraints.
- c. The Executive Committee may approve or revise supervisor's recommendations for pay increases to assure Budget compliance and interdepartmental consistency.

JURY DUTY: Compensation will not be paid by LLCC for time spent away from scheduled work because of Jury Duty.

LLCC EQUIPMENT: Company vehicles may only be used by qualified employee operators or Committee chairpersons on LLCC Company business. Company tools may not be taken by employees for their personal use.

PERSONAL TELEPHONE USE: Use of LLCC telephone equipment for personal calls is discouraged, but may be allowed by supervision when appropriate..

PAYCHECKS: Paychecks will be given to employees only, unless an employee has given written permission to another to pick up his check. A copy of the permission will be kept on file in the Office until the employee receives a check in person.

ALCOHOL OR DRUG ABUSE: No alcoholic beverages or controlled substances will be consumed by any employee during his working hours, including the breaks.

DRESS CODE: The dress code for Inn employees will be as specifically directed by the Kitchen ,Lounge, or Dining Room manager, but will generally conform to a presentation of white blouse/shirt, and dark slacks/skirt. Inn employees are expected to present a neat, clean appearance with appropriately restrained hair, and to treat all Inn visitors/customers with equal courtesy. The dress code for Maintenance and Greens personnel will consist of suitable work clothes.

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May 20, 1995

THE FOLLOWING VACATION AND SICK LEAVE POLICY FOR LAKE LIMERICK EMPLOYEES WAS ADOPTED BY THE BOARD OF TRUSTEES ON MAY 20, 1995

NOTE: All elements of this policy apply to both vacation and sick leave unless otherwise stated. Each employee will have a separate sick leave and vacation account that will be maintained current by the LLCC Office staff.

ELIGIBLE EMPLOYEES: Full time, non-seasonal, salaried and hourly employees

AWARD RULES: Upon completion of one full year of LLCC employment, the employee is awarded 40 hours of vacation and 40 hours of sick leave. During the second and ensuing service years, the employee will earn both vacation and sick leave credits at the rate of 80 hours per year. On the first day of the calendar year (January 1) following the completion of one full service year, the employees award accounts will be credited with additional hours representing the fraction of 80 hours represented by the time from the first employment anniversary to the next January 1. On succeeding January 1 dates, the employee will be awarded an additional 80 hours in each account. Upon the completion of 5 full years of employment, the employee will be awarded an additional 40 hours of vacation time, again adjusted to the January 1 index by a pro rata calculation as described above. No awards on an accrued basis will be made

Example: Employment begins Sept 1, 1995

Sept 1, 1996 -- Awarded 40 hours of S/L and Vac.

Jan 1, 1997 -- Awarded 27 hours (1/3 Year x 80 hrs) in each account

Jan 1, 1998 -- Awarded 80 hours in each account

Jan 1, 1999 -- Awarded 80 hours in each account

Jan 1, 2000 -- Awarded 80 hours in each account

Sept 1, 2000 -- Awarded an additional 40 hours of Vac.

Jan 1, 2001 -- Awarded 93 hours (80 plus 1/3 of 40) of Vacation and 80 hours of sick leave

Jan 1, 2002 -- Awarded 80 hours of S/L and 120 hours of Vacation.

CARRYOVER: Vacation hours may not be carried over beyond the next regular award date. A maximum of 80 hours of sick leave may be carried over into any following regular award period. (The fractional year indexing award is not considered a "regular" award.)

VACATION APPROVALS: Vacation schedules must be approved in advance by the cognizant committee chairperson and the Executive Committee as appropriate.

SICK LEAVE JUSTIFICATION: Claims for sick leave exceeding three consecutive days will be justified by a physicians' written statement.

ACCOUNT DISPOSITION ON TERMINATION: Upon the termination of an employee for any reason, he/she will be paid at his current hourly rate (or equivalent) for the previously earned Vacation hours remaining in his account, plus a pro rata allocation of vacation hours actually earned since his last award. He will also be paid at his current hourly rate for 1/2 of the hours remaining in his previously awarded Sick Leave account, unless dismissed with cause.

Example: Using example above -- Jan 1, 1998 -- Awarded 80 hours in each account
May 15, 1998 -- Employee terminates voluntarily with account balances:

Vacation -- 48 hrs Sick leave -- 92 hrs

Benefit payment:

Vac. -- 48 plus 4.5 mos / 12 mos (.375 yr) x 80 = 48 + 30 = 78 hrs
(Pro rata vacation calculated to nearest completed quarter month)
S/L -- 92 hrs x 50% = 46 hours

EMPLOYMENT INTERRUPTION: Any termination, not including layoff, will result in termination payments as described above. An individual reemployed in a full time position within one year of termination will earn these benefits based on the accumulation of current and previous credited service, exclusive of the time not employed at LLCC. In the case of layoff, an employee will not be terminated until after three consecutive months of layoff. Time on layoff will not be counted as time of service.

LAKE LIMERICK COUNTRY CLUB, INC
E 790 ST. ANDREWS DRIVE
SHELTON, WA 98584
(206) 426-3581
FAX (206) 426-8922

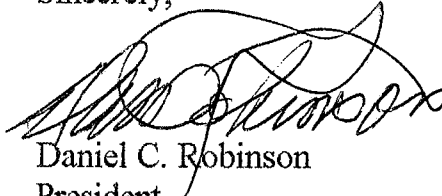
To: Dixie Scherting

May 23, 1995

The Board of Trustees has approved the Inn Committee's recommendation to select and hire a Chef / Manager for our Restaurant. Please accept this letter as the authorization to accomplish this. We should proceed as soon as possible, and the Executive Committee will participate in this effort.

I would like to meet with you within the next few days to develop a plan for obtaining candidates. Please advise me at home or at the office when we can do this.

Sincerely,



Daniel C. Robinson
President

Lake Limerick Country Club, Inc

cc: Board of Trustees; Exec. Com.

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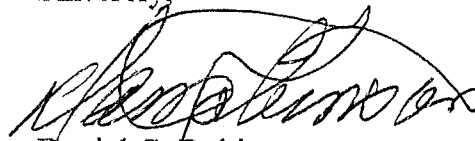
To: Clyde Combes

May 23, 1995

The Board of Trustees has approved the Maintenance Committee's recommendation for the expenditure of approximately \$1500 to replace the lounge keg cooler refrigeration system.

Please accept this as your authorization to proceed with the necessary arrangements to have this accomplished. Please be sure to coordinate the schedule for this with Dale Darling.

Sincerely,



Daniel C. Robinson
President

Lake Limerick Country Club, Inc

cc: Board of Trustees; Dixie Scherting

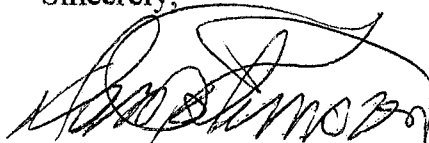
LAKE LIMERICK COUNTRY CLUB, INC
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(206) 426-3581
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To: Elizabeth Malloy-Brajet
Shirley Reichner

May 23, 1995

I am pleased to inform you that the Board of Trustees has approved my recommendation for your Corporate appointments as assistant Treasurer and assistant Secretary, respectively. Your willingness to support the Community in these additional capacities is deeply appreciated.

Sincerely,



Daniel C. Robinson
President
Lake Limerick Country Club, Inc

cc: Board of Trustees; Exec. Com.

LAKE LIMERICK COUNTRY CLUB, INC
E 790 ST. ANDREWS DRIVE
SHELTON, WA 98584
(206) 426-3581
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To: Committee Chairpersons 1995-1996

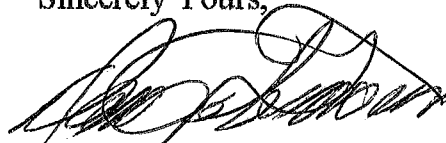
May 23, 1995

The Board of Trustees on May 20, 1995, approved your nomination as Chairperson of the Committee I have discussed with you. On behalf of the Board, I wish to express my appreciation for your willingness to lend your support to the community in this very significant and important way. As you probably already realize, this committee involvement will consume considerable time and effort from you and your committee members, and you have the Board's support wherever you need it.

As part of this support, the Board also approved some modifications to the Committee guidelines that I think you will find useful. A copy of the new guidelines are attached for your review and reference. You are welcome to share these with your committee members as you see fit.

As you review the guidelines, please note any questions you may have and I will address them for the benefit of yourself and all chairpeople in our annual coordination meeting. I have scheduled this coordination meeting for Wednesday May 31 at 7:30 P.M. in the Board Room. The meeting will be immediately after the Wednesday night dinner and shouldn't exceed one hour in length. If you have already appointed your vice-chair by then, you are free to invite them to this meeting also. I will appreciate your attendance and support.

Sincerely Yours,



Daniel C. Robinson

President

Lake Limerick Country Club, Inc

cc: Board of Trustees

COMMITTEE CHAIRPERSON NOMINATIONS

To: Board of Trustees

May 17, 1995

The following nominations for Chairpersons for the listed Committees are proposed for your consideration. I will request your approval of these nominations at the May 20, 1995 Board of Trustee meeting.

Committee	Nominee
Greens	Carl Neilsen
Maintenance	Clyde Combes
Architecture	Ted Mason
Long Range Planning	Jerry Soehnlein
Election	Jane King
Bingo / Gambling	Shirley Reichner
Community Support / Membership Communications	Clara Robinson
Lake / Dam	Bill Buff
Youth / Parks	Tilitha Waldron
Nominating	Vera Gaffney
Security / Block Watch	Wally Barker



*approved by Board
of Trustees 5/20/95*

LAKE LIMERICK COUNTRY CLUB

COMMITTEE GUIDELINES

5-28-94 Revised 5-20-95

THE FOLLOWING ARE GUIDELINES FOR THE NAMED COMMITTEES
AS APPROVED BY THE BOARD OF TRUSTEES ON 5-28-94 AND REVISED 5-20-95

COMMITTEES FOR THE PURPOSES OF THESE GUIDELINES ARE STANDING COMMITTEES INCLUDING BINGO/GAMING, GREENS, INN, LAKE/DAM, LONG RANGE PLANNING, MAINTENANCE, NOMINATING, SECURITY/BLOCK WATCH, ELECTION, AND YOUTH AND PARKS. OTHER COMMITTEES MAY BE CHARTERED AND SCHEDULED BY THE PRESIDENT AS REQUIRED. ARCHITECTURAL AND FINANCIAL ADVISORY COMMITTEES HAVE SEPARATE GUIDELINES. SPECIAL PURPOSE COMMITTEES INCLUDING ELECTION, NOMINATING, BINGO/GAMING, SECURITY/BLOCK WATCH, AND YOUTH AND PARKS MAY NOT REQUIRE MONTHLY MEETINGS NOR NEED TO COMPLY WITH BUDGET PREPARATION PROVISIONS INCLUDED IN THESE GUIDELINES.

1. EACH COMMITTEE WILL HAVE A CHAIRPERSON APPOINTED BY THE PRESIDENT WITH THE APPROVAL OF THE BOARD OF TRUSTEES, WILL HAVE A VICE-CHAIRPERSON APPOINTED BY THE COMMITTEE CHAIRPERSON, AND WILL MEET AT THE SAME TIME, DATE, AND LOCATION EACH MONTH AS DETERMINED BY THE CORE COMMITTEE AS DEFINED IN PARA. 4 BELOW. MEETING ARRANGEMENTS WILL BE MADE TO AVOID TWO OR MORE STANDING COMMITTEES MEETING AT THE SAME TIME, AND SHOULD RESULT IN THE COMMITTEE MEETING BEING COMPLETED PRIOR TO THE THIRD SATURDAY OF EACH MONTH.

2. EACH COMMITTEE CHAIRPERSON, ASSISTED BY HIS VICE-CHAIR AND OTHERS AS DEEMED APPROPRIATE, WILL PREPARE A STATEMENT OF PLANS AND GOALS FOR HIS COMMITTEE FOR THE ENSUING YEAR FOR REVIEW AND APPROVAL OF THE BOARD OF TRUSTEES. THE STATEMENT SHOULD INCLUDE A SCHEDULE PLAN FOR BUDGET PREPARATION AND OTHER EVENTS CONTROLLED BY THE COMMITTEE. IT SHOULD ALSO IDENTIFY SIGNIFICANT ANTICIPATED CAPITAL EXPENDITURES, AND OVERALL FINANCIAL GOALS FOR THE YEAR. AGENDAS FOR MONTHLY MEETINGS SHOULD BE STRUCTURED TO REFLECT REQUIREMENTS AND EVENTS CONTAINED IN THE PLANS AND GOALS. THIS STATEMENT IS TO BE AVAILABLE TO THE BOARD ONE WEEK PRIOR TO THE JUNE BOARD MEETING.

3. DRAFT BUDGETS FOR THE CLUB FISCAL YEAR WILL BE PREPARED BY EACH COMMITTEE IN COORDINATION WITH THE CORPORATE TREASURER FOR

BOARD REVIEW NO LATER THAN ONE WEEK PRIOR TO THE JULY BOARD OF TRUSTEES MEETING. THE COMMITTEE AS A WHOLE WILL ESTABLISH BUDGET GUIDELINES INCLUDING ESTIMATED INCOME AND EXPENSES AND CAPITAL EXPENDITURE PLANS. THE CHAIRPERSON WILL APPOINT 3 OR 4 COMMITTEE MEMBERS TO SIT ON THE BUDGET COMMITTEE (A SUB-COMMITTEE) TO PREPARE DRAFT BUDGETS IN DETAIL REFLECTING THE BUDGET GUIDELINES ESTABLISHED BY THE COMMITTEE. FINAL BUDGETS FOR SUBMITTAL TO THE CORPORATE TREASURER WILL BE REVIEWED BY THE FULL COMMITTEE AND MUST BE APPROVED BY A MAJORITY OF THE COMMITTEE MEMBERS.

4. UPON THE APPROVAL OF A COMMITTEE CHAIRPERSON BY THE BOARD OF TRUSTEES, THAT CHAIRPERSON MAY ESTABLISH THE CORE COMMITTEE BY APPOINTING A VICE-CHAIR, A RECORDING SECRETARY, AND A FINANCIAL SECRETARY.

ADDITIONAL LLCC MEMBERS IN GOOD STANDING MAY QUALIFY FOR ACTIVE COMMITTEE MEMBERSHIP (VOTING MEMBERSHIP) BY ATTENDING THREE OUT OF FOUR CONSECUTIVE COMMITTEE MEETINGS, OR BE APPOINTED TO THE COMMITTEE BY ITS CHAIRPERSON. EACH COMMITTEE MEMBER WILL BE EXPECTED TO SIGN AND COMPLY WITH THE COMMITTEE MEMBER APPLICATION FORM PROVIDED. APPLICATIONS SHALL BE APPROVED BY THE COMMITTEE CHAIR AND FILED IN THE CLUB OFFICE.

NOTE: THE GREENS COMMITTEE CHAIRPERSON MAY ADD THE LLCC GOLFING CLUB PRESIDENTS TO THE CORE COMMITTEE.

5. COMMITTEE MEMBERS MISSING THREE OR MORE CONSECUTIVE MEETINGS MAY BE DROPPED FROM MEMBERSHIP WITHOUT NOTICE AT THE CHAIRPERSONS DISCRETION. EACH CHAIRPERSON WILL BE RESPONSIBLE FOR THE MAINTENANCE OF A CURRENT LIST OF ACTIVE COMMITTEE MEMBERS, AND SUCH ACTIVE MEMBERS ATTENDING SHOULD BE NOTED IN THE MINUTES. A COPY OF THE ACTIVE MEMBERS LIST WILL BE PROVIDED TO THE CLUB OFFICE AND WILL BE AVAILABLE TO ALL LLCC MEMBERS.

6. A COMMITTEE CHAIRPERSON MAY REMOVE A MEMBER FROM A COMMITTEE, AT ANY TIME, EITHER TEMPORARILY SUSPENDED OR PERMANENTLY REMOVED, FOR CONDUCT THAT IS OBSTRUCTIVE TO THE OPERATION OF THE COMMITTEE OR FOR FAILING TO ATTEND THREE CONSECUTIVE MEETINGS. DISSENT IS STRONGLY ENCOURAGED, AND IS TO BE INCLUDED IN ISSUE CONSIDERATION. HOWEVER, EXPRESSION OF POINTS OF VIEW SHOULD NOT BE ALLOWED TO GO BEYOND A CLEAR EXPLANATION INTO SUCH DISRUPTIVE ACTIONS AS LOUD ARGUING, PERSONAL REMARKS, TABLE POUNDING, THREATS, AND SO ON. A MEMBER REMOVED BY A COMMITTEE

CHAIRPERSON MAY ASK FOR REINSTATEMENT, WHICH MAY BE DENIED, GRANTED, OR CONDITIONALLY GRANTED.

7. EACH COMMITTEE CHAIRPERSON, WITH THE COOPERATION AND KNOWLEDGE OF THE VICE-CHAIR, WILL BE RESPONSIBLE TO PREPARE AND DISTRIBUTE TO COMMITTEE MEMBERS AN AGENDA FOR EACH MEETING AND WILL CONDUCT EACH MEETING IN ACCORDANCE WITH THE AGENDA. THE VICE-CHAIR WILL PRESIDE IN THE CHAIRPERSON'S ABSENCE.

8. EACH COMMITTEE CHAIRPERSON WILL BE RESPONSIBLE FOR THE TAKING (OR DIRECTING A COMMITTEE MEMBER TO TAKE) MINUTES OF EACH MEETING TO PROPERLY RECORD DISCUSSIONS AND ACTIONS TAKEN OR ITEMS AGREED UPON. SUCH MINUTES, IDENTIFIED AS "DRAFT MINUTES - SUBJECT TO FULL COMMITTEE APPROVAL" SHOULD BE MADE AVAILABLE TO THE OFFICE FOR REPRODUCTION WITHIN 5 CALENDAR DAYS OF THE COMMITTEE MEETING. SUCH DRAFT MINUTES WILL BE DISTRIBUTED TO EACH TRUSTEE'S FOLDER AND SUFFICIENT COPIES WILL BE MADE SO THAT EACH COMMITTEE MEMBER CAN OBTAIN A COPY EITHER FROM THE OFFICE OR FROM THE CHAIRPERSON. ALL COMMITTEE MINUTES, DRAFT OR APPROVED, ARE AVAILABLE TO ALL CLUB MEMBERS ON REQUEST, AND A COPY WILL BE PROVIDED TO EACH OF THE OTHER STANDING COMMITTEES COVERED UNDER THESE GUIDELINES. IT WILL BE THE CHAIRPERSON'S RESPONSIBILITY TO PRESENT TO THE BOARD OF TRUSTEES, IN PERSON OR BY DELEGATION, ANY MEASURE SO DECIDED BY THE COMMITTEE AND RECORDED IN THE MINUTES.

9. COMMITTEE CHAIRPERSONS ARE ENCOURAGED, AND MAY BE REQUESTED, TO ATTEND BOARD OF TRUSTEE MEETINGS AND A RECORD OF SUCH ATTENDANCE WILL BE NOTED IN THE BOARD MINUTES.

10. EACH CHAIRPERSON IS REQUESTED TO PREPARE A STATEMENT FOR THE SEPTEMBER NEWSLETTER INCLUDING A SUMMARY OF THE COMMITTEE PLANS AND GOALS STATEMENT, AND AN INTRODUCTION TO THE COMMUNITY MEMBERS OF THE CHAIRPERSON HIMSELF. EACH CHAIRPERSON IS ALSO ASKED TO PREPARE STATEMENTS FOR EACH SUCCEEDING QUARTERLY NEWSLETTER TO INCLUDE PROGRESS AGAINST THE GOALS.

11. AT THE BEGINNING OF EACH MEETING, FOLLOWING ROLL CALL, ANY ATTENDING NON-COMMITTEE MEMBER SHOULD BE ACKNOWLEDGED AND INTRODUCED. THEY SHOULD BE ENCOURAGED TO PARTICIPATE IN THE MEETING WHEN APPROPRIATE AND MAY BE ADDED TO THE AGENDA. THE COMMITTEE MINUTES SHOULD NOTE GUEST'S ATTENDANCE.

12. ALL COMMITTEE MEMBERS SHOULD STRIVE TO COMPLETE ACTION ITEMS ACCEPTED IN A REASONABLE TIME FRAME AND TO NOTIFY THE CHAIRPERSON OF SUCH ACTION.

13. COMMITTEE MEMBERS SHOULD OBTAIN DRAFT MINUTES PRIOR TO THE NEXT COMMITTEE MEETING, REVIEW THEM, AND NOTIFY THE CHAIRPERSON OF SIGNIFICANT CHANGES AND UPDATED STATUS.

14. ALL COMMITTEE MEETINGS WILL BE CONDUCTED IN ACCORDANCE WITH "ROBERTS' RULES OF ORDER". MEETINGS MUST BE CONDUCTED IN AN ORDERLY MANNER, WITH COMMENTS AND STATEMENTS FROM VOTING MEMBERS MADE AS SUCH MEMBER IS RECOGNIZED BY THE CHAIRPERSON. VISITORS TO ANY COMMITTEE MEETING ARE ASKED TO OBSERVE THE SAME PROTOCOL.

AGENDA
BOARD OF TRUSTEES - LAKE LIMERICK COUNTRY CLUB
MAY 20, 1995 9:00 A.M.

- I ROLL CALL Tillie Waldron
- II APPROVAL OF MINUTES
Annual Meeting April 15, 1995
Special Meeting April 22, 1995
May 15, 1995
- III FINANCIAL REPORT Martha Fairbanks
- IV CONSENT AGENDA: (Committees)
- | | |
|-------------------------|-------------------------------|
| ARCHITECTURAL COMMITTEE | LAKE - DAM COMMITTEE |
| BINGO/GAMING | LONG RANGE PLANNING COMMITTEE |
| COMMUNITY SUPPORT | MAINTENANCE COMMITTEE |
| ELECTION COMMITTEE | NOMINATING COMMITTEE |
| FINANCIAL ADVISORY | SECURITY COMMITTEE |
| GREENS COMMITTEE | WATER COMMITTEE |
| INN COMMITTEE | YOUTH (LLCC PARKS) |

(Reminder: Non-smoking meeting, we will break every hour)

ITEMS FROM CONSENT AGENDA:

1. Lake/Dam - Recommendation for 1995 Weed Treatment
2. Financial Advisory - Recommendation to re-appoint Dick Sirokman
3. Inn Committee - Recommendation to hire a Chef/Manager
4. Magpies - Coordination of Memorial Services, Approval
5. Maintenance - Approval of Expenditure to Replace Keg Cooler
6. FINANCIAL ADVISORY - REFINED SPEC. ASSESSMENT PROPOSAL

V EXECUTIVE:

- A. Committee Guidelines Approval
- B. Personnel Policy and Vacation, Sick Leave Policy Approval
- C. Architectural Guideline Approval
- D. Appointment of Betty Malloy-Braget to Chair Liquor Law Compliance and Social/Community Membership Committee
- E. Extension of Security Guard Hours for Summer
- F. Change of Executive Committee Meetings to 6:30 p.m. Tuesday Before Board Meetings
- G. Executive Committee Appointed Ad-Hoc Committee to evaluate Bingo Continuation.
- H.

VI OLD BUSINESS:

- A. Architectural Committee - Gas Line Easement
- B.

VII NEW BUSINESS:

- A. Approval of Chair-people
- B. Approval of Assistant Secretary and Assistant Treasurer Appointment
- C.

VIII COMMENTS FROM MEMBERSHIP:

IX CORRESPONDENCE:

X ANNOUNCEMENTS:

- A. Town Meeting - Special Election Plan
- B.

XI ADJOURN:

cc Inn Committee
BOT

NOTICE TO INN COMMITTEE MEMBERS MAY 15, 1995

The Executive Committee of the Board of Trustees has elected to conduct a comprehensive review of the charter and scope of the Inn Committee as a means of improving that committee's focus. The Executive Committee will request the support of various present members of the Inn committee, and expects this review to result in a written charter for the committee (or committees) that will promote the effective use of committee members' time and effort.

Pending the completion of this review and of the charter development, and the assignment of committee chairperson(s), meetings of this committee are suspended.

Dan Robinson

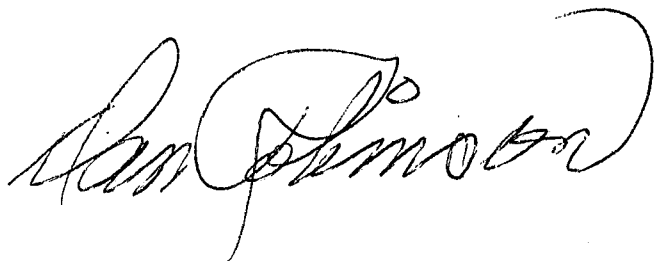
COMMITTEE CHAIRPERSON NOMINATIONS

To: Board of Trustees

May 17, 1995

The following nominations for Chairpersons for the listed Committees are proposed for your consideration. I will request your approval of these nominations at the May 20, 1995 Board of Trustee meeting.

Committee	Nominee
Greens	Carl Neilsen
Maintenance	Clyde Combes
Architecture	Ted Mason
Long Range Planning	Jerry Soehnlein
Election	Jane King
Bingo / Gambling	Shirley Reichner
Community Support / Membership Communications	Clara Robinson
Lake / Dam	Bill Buff
Youth / Parks	Tilitha Waldron
Nominating	Vera Gaffney
Security / Block Watch	Wally Barker



AGENDA
SPECIAL MEETING
BOARD OF TRUSTEES - L.L.C.C.
MAY 15, 1995 6:30 P.M.

SPECIAL BOARD OF TRUSTEES AND FINANCIAL
ADVISORY COMMITTEE MEETING

CALL TO ORDER
ROLL CALL, Tillie Waldron

No minutes will presented until the next regular Board of Trustees Meeting on May 20, 1995.

Board and committee members are requested to be prepared to accomplish the following actions:

AGENDA

1. Disposition of dam repair loan and final SAP loan payments.
2. Determination of ballot measure(s) to be presented to membership regarding repayment of dam repair loan and replenishment of reserve funds.
3. Establish schedule for special election including community meeting(s), election notification, etc.
- 4.
5. Comments From Membership:
6. Adjourn:

cc: Board of Trustees
Financial Committee

*Mailed
5-5-95*

LAKE LIMERICK COUNTRY CLUB, INC.
E. 790 ST. ANDREWS DRIVE
SHELTON, WA 98584
(360) 426-3581
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BOARD OF TRUSTEES
AND FINANCIAL ADVISORY COMMITTEE
SPECIAL BOARD MEETING
MAY 15, 1995

LAKE LIMERICK COUNTRY CLUB, INC.
SPECIAL BOARD OF TRUSTEES
AND FINANCIAL ADVISORY COMMITTEE
MAY 15, 1995

President Dan Robinson called the meeting to order at 6:30 p.m. Trustees attending: Robert Johnson, Ted Mason, Helen Henning, Gary Ayers, Martha Fairbanks, Betty Malloy Braget, Bill Buff and Talitha Waldron. Trustees John Hocker and Shirley Reichner were excused.

Financial Advisory Committee members attending are Jerry Soehnlein and Dick Sirokman.

ROLL CALL: Tillie Waldron

1. Disposition of dam repair loan and final SAP loan payments. The various options for the Dam/Valve Repair Loan and SAP Loan were discussed.

- a. Dam/Valve Repair Note Balance: \$95,400.00
- b. Septic, ADA, Pro Shop (SAP) Note Balance: \$8,789.34

Motion made by Tr. Ted Mason, seconded by Tr. Betty Malloy Braget and carried by the board as follows:

To set up the Dam/Valve Repair note for \$95,400.00 on a six year contract with the interest rate at prime +3/4%. And to pay off the SAP note at the present repayment schedule.

2. Determination of ballot measure(s) to be presented to the membership regarding repayment of dam repair loan and replenishment of reserve funds.

Financial Advisory Committee Chair-person Jerry Soehnlein presented their report to the board of trustees.

Considerations:

Retire Dam/Valve Debt (\$135,000.00)

Jerry presented the various options of annual assessments, dues, explore Home Owners status, and other items of "non" funded capital projects.

Motion made by Tr. Ted Mason, seconded by Tr. Gary Ayers and carried by the board as follows:

The Board of Trustees recommends that the Financial Advisory Committee evaluate the special assessment package encompassing the Dam/Valve repair and rehabilitation costs to be presented to the membership for assessments for a period not to exceed two years.

3. Establish schedule for special election including community meeting(s), election notification, etc.

Motion made by Tr. Gary Ayers, seconded by Tr. Bob Johnson and carried by the board as follows:

The Board of Trustees schedule on June 24, 1995 at 2:00 p.m. a Special Town Meeting to review the Financial Advisory Committee recommendations and other options as may be presented. And schedule a July 22, 1995 Special Election for the purpose of deciding the assessment issue.

The Board of Trustees will hold a special board meeting on June 26, 1995 to review the results of the Town Meeting.

President Dan Robinson will prepare the newsletter article regarding the Special Town Meeting.

Bill Buff requests that the Lake Treatment be on the Agenda for the Saturday board meeting.

Motion made by Tr. Helen Henning, seconded by Tr. Ted Mason and carried by the board as follows:

To adjourn the meeting at 7:30 p.m.

Respectfully submitted,
Tillie Waldron, Secretary

Preliminary Minutes, not approved by the board of trustees, for review only.

Guest List
Special BOT
5-15-95

Bona Myers

~~John~~

Alex Lamblard

Dick Sirokman

John Kujay

Edwin Sprague

Wally Barker

Orville Barker

PHIL LIPINSKI

PAT Feist

Marilyn Feist

~~Dick~~ Ivory Fairbanks

FINANCIAL ADVISORY COMMITTEE
MINUTES FOR MAY 2, 1995

THE MEETING WAS CALLED TO ORDER BY ACTING CHAIRPERSON
DICK SIROKMAN.

MEMBERS IN ATTENDANCE WERE: JERRY SOEHNLIEN
MARTHA FAIRBANKS
SCOTT CAREY
BETTY M-BRAGET

MEMBER EXCUSED: NAN STRICKLAND

DICK SIROKMAN'S TERM AS A MEMBER OF THE FINANCIAL ADVISORY
COMMITTEE EXPIRED IN APRIL OF 1995. THE COMMITTEE WILL
RECOMMEND TO THE BOARD OF TRUSTEES THAT DICK SIROKMAN
BE RE-APPOINTED AS A COMMITTEE MEMBER OF THE FINANCIAL
ADVISORY COMMITTEE.

JERRY SOEHNLIEN RECOMMENDED THAT DICK SIROKMAN BE APPOINTED/
ELECTED AS CHAIRPERSON TO THE F.A.C. ONCE HIS REAPPOINTMENT
IS CONFIRMED BY THE BOARD OF TRUSTEES. DICK STATED HE DID NOT
WISH TO CHAIR THE COMMITTEE AT THIS TIME.

MOTION BY BETTY M-BRAGET SECONDED BY DICK SIROKMAN

"THAT JERRY SOEHNLIEN CHAIR THE FINANCIAL ADVISORY COMMITTEE"

MOTION PASSES.

THE FAILED BALLOT ISSUE TO INCREASE THE LLCC DUES WAS THE
PRIMARY REASON FOR THIS MEETING TO BE CALLED. {REF., ANNUAL
MEETING 4-22-95}

THE INCREASE IN DUES WAS INTENDED TO BE THE MEANS TO PAY FOR
THE COST OF THE DAM/VALUE REPAIR AS WELL AS PAY FOR NEW
IRRIGATION PUMPS AND A NEW PUMP HOUSE FOR THE GOLF COURSE
WATERING.

MOTION BY BETTY M-BRAGET AND SECONDED BY MARTHA FAIRBANKS:

"THAT THE FINANCIAL ADVISORY COMMITTEE RECOMMEND TO THE B.O.T., CONTINUED INTEREST PAYMENT ON THE DAM/VALVE REPAIR LOAN AT KEY BANK UNTIL 6-1-95, AND AT THAT TIME BEGIN PAYING BOTH INTEREST AND PRINCIPAL PAYMENTS UNTIL ALTERNATE PAYMENT AND FINANCING PLANS HAVE BEEN RESOLVED".

MOTION PASSES.

FURTHER DISCUSSION ON THE FINANCING OF THE DAM/VALVE RESULTED IN THE FOLLOWING MOTION.

MOTION BY BETTY M-BRAGET AND SECONDED BY MARTHA FAIRBANKS:

"THE FINANCIAL ADVISORY COMMITTEE RECOMMENDS TO THE BOARD OF TRUSTEES, THAT THE BOARD CALL A SPECIAL BOARD MEETING AS SOON AS POSSIBLE TO ADDRESS THE FINANCIAL NEEDS TO PAY THE 95,400.00 LOAN OWING ON THE DAM/VALVE PROJECT AND TO CONSIDER ALTERNATE FINANCING".

MOTION PASSES

IN ADDITION TO THE ABOVE MOTION, THE F.A.C. RECOMMENDS THE SPECIAL BOARD OF TRUSTEES MEETING BE A JOINT MEETING WITH THE FINANCIAL ADVISORY COMMITTEE.

FURTHER DISCUSSION WAS HELD ON THE MERITS OF SEPARATING OR NOT SEPARATING THE DAM/VALVE REPAYMENT COST FROM THE PUMP/PUMP HOUSE COST AS IT APPEARED ON THE 4-22-95 FAILED BALLOT ISSUE.

MOTION TO ADJOURN BY BETTY M-BRAGET, SECONDED BY JERRY SOEHNLIEN. PASSES

THE MEETING WAS ADJOURNED

RESPECTFULLY SUBMITTED
BETTY M-BRAGET, ACTING SECRETARY

To: Board of Trustees (BOT)
From: Financial Advisory Committee (FAC)

Subject: Disposition of Dam Repair Debt

Recommendation from FAC to the BOT, see attached minutes.

2. Considerations

A. Retire Dam Valve Debt (\$135,000)

1. Membership alternatives without a "no" option (legality is being pursued for incurred debt only).

2. Annual Assessments

Assume 10% interest, Income Tax implications of 35% and 1,300 lots.

One year: \$155/lot or \$39 + \$3 handling fee for 4 quarters

Two year: \$80/lot/year or \$20 + \$3 handling fee for 8 quarters

3. Vote by mail? (to be reviewed with Attorney)

B. Increase Dues

1. Include with assessment in 1995

2. Delay dues increase until after assessment

3. Type of Dues Increase

a. fixed per year, ie. + \$5.00 each year

b. variable, ie; \$5 first year, \$7 second year, \$10 third, (capped)

c. Variable, ie; \$10 first year, \$7 second year, \$5 from then on

C. Continue to explore Home Owners Status

D. Other items of "non" funded capital projects

1. Irrigation pumps (golf)

2. Irrigation system (golf)

3. Emergency reserve fund

Communication

Town Meetings

Newsletter

Special Mailings

FINANCIAL ADVISORY COMMITTEE
MINUTES FOR MAY 2, 1995

THE MEETING WAS CALLED TO ORDER BY ACTING CHAIRPERSON
DICK SIROKMAN.

MEMBERS IN ATTENDANCE WERE: JERRY SOEHNLIEN
MARTHA FAIRBANKS
SCOTT CAREY
BETTY M-BRAGET

MEMBER EXCUSED: NAN STRICKLAND

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"THAT JERRY SOEHNLIEN CHAIR THE FINANCIAL ADVISORY COMMITTEE"

MOTION PASSES.

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IRRIGATION PUMPS AND A NEW PUMP HOUSE FOR THE GOLF COURSE
WATERING.

MOTION BY BETTY M-BRAGET AND SECONDED BY MARTHA FAIRBANKS:

"THAT THE FINANCIAL ADVISORY COMMITTEE RECOMMEND TO THE B.O.T., CONTINUED INTEREST PAYMENT ON THE DAM/VALVE REPAIR LOAN AT KEY BANK UNTIL 6-1-95, AND AT THAT TIME BEGIN PAYING BOTH INTEREST AND PRINCIPAL PAYMENTS UNTIL ALTERNATE PAYMENT AND FINANCING PLANS HAVE BEEN RESOLVED".

MOTION PASSES.

FURTHER DISCUSSION ON THE FINANCING OF THE DAM/VALVE RESULTED IN THE FOLLOWING MOTION.

MOTION BY BETTY M-BRAGET AND SECONDED BY MARTHA FAIRBANKS:

"THE FINANCIAL ADVISORY COMMITTEE RECOMMENDS TO THE BOARD OF TRUSTEES, THAT THE BOARD CALL A SPECIAL BOARD MEETING AS SOON AS POSSIBLE TO ADDRESS THE FINANCIAL NEEDS TO PAY THE 95,400.00 LOAN OWING ON THE DAM/VALVE PROJECT AND TO CONSIDER ALTERNATE FINANCING".

MOTION PASSES

IN ADDITION TO THE ABOVE MOTION, THE F.A.C. RECOMMENDS THE SPECIAL BOARD OF TRUSTEES MEETING BE A JOINT MEETING WITH THE FINANCIAL ADVISORY COMMITTEE.

FURTHER DISCUSSION WAS HELD ON THE MERITS OF SEPARATING OR NOT SEPARATING THE DAM/VALVE REPAYMENT COST FROM THE PUMP/PUMP HOUSE COST AS IT APPEARED ON THE 4-22-95 FAILED BALLOT ISSUE.

MOTION TO ADJOURN BY BETTY M-BRAGET, SECONDED BY JERRY SOEHNLIEN. PASSES

THE MEETING WAS ADJOURNED

RESPECTFULLY SUBMITTED
BETTY M-BRAGET, ACTING SECRETARY

Betty
12/17/94
[Signature]

HEUSTON, SETTLE & JOHNSON

ATTORNEYS AT LAW
ANGLE BUILDING
P.O. BOX 1400
SHELTON, WASHINGTON 98584

[Handwritten notes and signatures]
att: By [Signature]
Keep in folder

FRANKLIN HEUSTON
JAMIN H. SETTLE
ROBERT W. JOHNSON

TELEPHONE
(360) 427-9728
(206) 426-1902

2 December 1994

Mr. John Hocker
Treasurer
Lake Limerick Country Club
E. 790 St. Andrews Drive
Shelton, WA 98584

Re: Assessments by Board of Trustees.

Dear Mr. Hocker:

You requested our opinion as to the methods available to the Board of Trustees of Lake Limerick Country Club, Inc. (LLCC) to finance the dam repairs currently under construction. The specific question presented was whether a vote of the membership was required to impose a special assessment necessary for the repair, replacement or protection of an existing improvement. We answer the question in the affirmative.

The authority of the Board of Trustees of LLCC to impose assessments stems from Article VIII of the bylaws. Section 1 provides for the annual assessment. The board is required to impose an annual assessment to be used for maintaining the corporation's current real and personal property. Additionally, the board is authorized by Section 1 to use funds generated from the annual assessment for new projects or expansion of existing projects not exceeding five thousand dollars. The annual assessment is limited in amount to \$210.00 for fiscal 1994.

The only other type of assessment authorized by the bylaws is a Special Assessment under Section 2. Special assessments are assessments over and above the \$210.00 annual assessments. Where such an assessment exceeds \$5,000.00, a vote of the membership of the corporation is required. There is no provision that would allow the Board to make an assessment above the limited annual amount to fund an emergency repair which exceeded the \$5,000.00 cap without a vote of the membership.

LLCC has two options to repay the financing for the dam repair; 1) allocate a portion of the \$210.00 annual assessment for debt service on a loan, or 2) have the membership vote on a special assessment.

Since there is some indication that the board may not have always strictly followed the bylaws correctly, there may be an

argument that the membership has ratified an implied power to make special assessments for required maintenance. Since the members are required to maintain the corporation's improvements, a court may uphold such an interpretation. We believe that the chances of such an argument being successful are remote at best.

At your request I have enclosed a draft of language which could be added as an amendment to the bylaws which would address this problem. The language is designed to create a new category for assessments for unanticipated repairs under emergency circumstances. This assessment could be utilized by the board where the annual assessment was insufficient to maintain corporate property. Please call if you desire additional information.

Sincerely yours,

HEUSTON, SETTLE & JOHNSON



ROBERT W. JOHNSON

RWJ:fh

AMENDMENT TO ARTICLE VIII

Section 2. Special Assessments. Assessments for the purpose of providing funds for the purchase or other acquisition, development, construction, building, expansion or improvement of existing or new real or personal property of the corporation; ~~or for significant, unanticipated expenses for purposes set for in Section 1 above;~~ except for purposes of water supply as set forth in Article I, Section 9 of the Articles of Incorporation; in amounts exceeding five thousand dollars shall only be imposed by vote of the members of the corporation. . . .

Section 2a. Emergency Assessments. The Board of Trustees may impose by unanimous vote, and the members of the corporation and the lots or tracts of land in which they hold an interest shall be responsible and pay, an emergency assessment required for significant, unanticipated expenses for the maintenance, repair, replacement and/or protection of existing real and personal property of the corporation for which the assessment authorized under Section 1 above is insufficient.

LAKE LIMERICK COUNTRY CLUB, INC
E 790 ST. ANDREWS DRIVE
SHELTON, WA 98584
(206) 426-3581
FAX (206) 426-8922

May 5, 1995
Revised May 11, 1995

PROPOSED VACATION AND SICK LEAVE POLICY FOR LAKE LIMERICK
EMPLOYEES

NOTE: All elements of this policy apply to both vacation and sick leave unless otherwise stated. Each employee will have a separate sick leave and vacation account that will be maintained current by the LLCC Office staff.

ELIGIBLE EMPLOYEES: Full time, non-seasonal, salaried and hourly employees

AWARD RULES: Upon completion of one full year of LLCC employment, the employee is awarded 80 hours of vacation and 80 hours of sick leave. On the first day of the following calendar year (January 1), the employees award accounts will be credited with additional hours representing the fraction of 80 hours represented by the time from the first employment anniversary to the next January 1. On succeeding January 1 dates, the employee will be awarded an additional 80 hours in each account. Upon the completion of 5 full years of employment, the employee will be awarded an additional 40 hours of vacation time, again adjusted to the January 1 index by a pro rata calculation as described above. No awards on an accrued basis will be made

Example: Employment begins Sept 1, 1995

- Sept 1, 1996 -- Awarded 80 hours of S/L and Vac.
- Jan 1, 1997 -- Awarded 27 hours (1/3 Year) in each account
- Jan 1, 1998 -- Awarded 80 hours in each account
- Jan 1, 1999 -- Awarded 80 hours in each account
- Jan 1, 2000 -- Awarded 80 hours in each account
- Sept 1, 2000 -- Awarded an additional 40 hours of Vac.
- Jan 1, 2001 -- Awarded 93 hours (80 plus 1/3 of 40) of Vacation and 80 hours of sick leave
- Jan 1, 2002 -- Awarded 80 hours of S/L and 120 hours of Vacation.

Lake Limerick Country Club, Inc.
Water Committee
E. 790 St. Andrews Drive
Shelton, WA 98584
(360) 426-3581
FAX (360) 426-8922

May 4, 1995

Inn Committee
Attn: Bergie Berglund

Dear Bergie:

Hopefully the inn committee is aware of the water conservation effort being conducted here at Lake Limerick. This is a very important issue, with long term water acquisition rights involved, and cost savings for utilities and repair to the system.

The water committee has created a "Water Conservation" bulletin board. Our request to your committee is to allow us to mount the board on the north wall, in the foyer at the inn. This board will be in use throughout the year with new and useful information.


The effort of conservation education of the members, must be continually on going.

One other item the water committee would ask of you is to survey the inn facilities and see if you can find ways to save water. Such as replacement with, when needed, toilets designed to use less water.

Thank you for considering these requests.

Sincerely,

LAKE LIMERICK WATER COMMITTEE


Kirk Osborne
Chair-person Water committee

KO/ss

cc: Board of Trustees
Executive Committee
Water Committee

MEMO

DATE May 4, 1995
TO Board of Trustees
FROM Sheila Hedlund
SUBJECT B.O.T. Information Books
OF PAGES 1

If you would like an update on your Board of Trustees Information Book please bring it into the office with your name on it. I will update your phone lists, calendars, assessment sheets, personnel policies and budgets for this year.

Thank you

Sheila