

AGENDA

BOARD OF TRUSTEES - LAKE LIMERICK COUNTRY CLUB, INC.

February 21, 1998 9:00 A.M.

- I. ROLL CALL Esther Springer~Johannesen
- II. APPROVAL OF MINUTES: Esther Springer~Johannesen
Board of Trustees Minutes of January 17, 1998
- III. FINANCIAL REPORT Bill Buff
- IV. CONSENT AGENDA (Committees)
 - ARCHITECTURAL COMMITTEE LAKE/DAM COMMITTEE
 - LONG RANGE PLANNING COMMITTEE
 - COMMUNITY SUPPORT COMMITTEE MAINTENANCE COMMITTEE
 - ELECTION COMMITTEE NOMINATING COMMITTEE
 - FINANCIAL ADVISORY COMMITTEE SECURITY COMMITTEE
 - GREENS COMMITTEE WATER COMMITTEE
 - INN COMMITTEE YOUTH/PARK COMMITTEE

(reminder: non-smoking meeting, we will break every hour)

ITEMS FROM CONSENT AGENDA:

- 1. Architectural Committee - Non Refundable Application Deposit
- 2. Architectural Committee - Tree Cutting Complaint, Lisa RInard
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

V. EXECUTIVE

- 1. Job Description Reviews for Greens Superintendent and Maintenance Supervisor
- 2. Review of Charging Policies at the Inn
- 3.

VI. OLD BUSINESS

- 1. In House Estimate (Proposal) for Meters Setters Dan Robinson
- 2.
- 3.

VII. NEW BUSINESS

- 1.
- 2.
- 3.

VIII. COMMENTS FROM MEMBERSHIP:

IX. CORRESPONDENCE: Esther Springer~Johannesen

X. ANNOUNCEMENTS:

- A.
- B.

XI. MOTION TO CONVENE TO CLOSED SESSION:

Legal and Personnel Matters

(The Motion must State Specifically the purpose for the closed session and must be referenced in the minutes)

XII. CLOSED SESSION:

(The closed session may only include matters dealing with personnel matters; legal counsel or communication with legal counsel; and likely or pending litigation of an owner to the association.)

XIII. MOTION TO RECONVENE TO OPEN SESSION

X. MOTION TO ACCEPT ALL CLOSED SESSION MOTIONS:

(Motions or agreements made in closed session may not become effective unless the board, following the closed session, reconvenes in open meeting and votes in the open meeting on the closed session motions.)

XV. MOTION TO ADJOURN MEETING

LAKE LIMERICK COUNTRY CLUB, INC.

790 E. ST. ANDREWS DRIVE

SHELTON, WA 98584

BOARD OF TRUSTEES

February 21, 1998

ROLL CALL: Esther Springer Johannesen

President Dick Lombard called the meeting to order at 9: a.m. Trustees attending the meeting are: Vice President Nan Stricklin, Secretary Esther Springer- Johannesen, Treasurer Bill Buff, Trustee George Buckley, Trustee Doyle Wilcox, and Trustee Pat Paradise.

Trustees absent are: Trustee Gary Ayers, Trustee Martha Fairbanks, Trustee John Bykonen, and Trustee Ted Mason.

APPROVAL OF MINUTES:

Motion made by Tr. George Buckley, seconded by Tr. Nan Stricklin and carried by the Board as follows:

To approve the minutes of the January 17, 1998, board meeting as presented.

FINANCIAL REPORT:

Treasurer Bill Buff presented the January Income & Expense reports. He noted there is a formula error (Net Income: Net Change, Last column) on the LLCC- Financial Report-Monthly - January 1998 which will be corrected.

The Accounts Receivable balance will be adjusted to reflect \$17,800.00 in Sheriff's Sale property.

Motion made by Tr. Nan Stricklin, seconded by Tr. Esther Springer Johannesen and carried by the Board as follows:

To approve the January 1998 financial report as corrected.

ITEMS FROM THE CONSENT AGENDA:

Motion made by Tr. Bill Buff, seconded by Tr. George Buckley and carried by the Board as follows:

To approve the February 1998 Consent Agenda as amended.

Consent Agenda Item 1. Architectural Committee – Non Refundable Application Deposit.

Motion made by Tr. Esther Springer Johannesen, seconded by Tr. Bill Buff and carried by the Board as follows:

The Board of Trustees will return the Non Refundable Application Deposit proposal to the Architectural Committee to refine the recommendation taking the following into consideration: \$5.00 is not enough, perhaps increase regular fees, or would this discourage more people from applying for Architectural permits.

Consent Agenda Item 2. Architectural Committee – Tree Cutting Complaint, Lisa Rinard.

Lisa Rinard stated her complaint that 4 or 5 trees were removed from her property when the neighbor cut trees. She did not want to cause problems with the neighbor. The Board recommends the Architectural Committee contact the neighbor and request a lot line strung to prove whether trees were removed from Rinard's property. The debris also needs removing.

Consent Agenda Item 3. Inn Committee – Karate

Mark Hanson, Inn Manager needs to coordinate with the Sunday Karate group regarding opening the doors to the building.

EXECUTIVE COMMITTEE:

Job Description Reviews for Greens Superintendent and Maintenance Supervisor.

Motion made by Tr. Pat Paradise, seconded by Tr. Esther Springer Johannesen and carried by the Board as follows:

The board approves the removal of "and golf" from the job description of the Maintenance Supervisor. All maintenance personnel will report to the Maintenance Supervisor.

Review of Charging Policies at the Inn.

Motion made by Tr. Nan Stricklin, seconded by Tr. Doyle Wilcox and carried by the Board as follows:

Charging privileges for members may be withdrawn for accounts delinquent in excess of 30 days.

OLD BUSINESS

In House Estimate (Proposal) for Meter Setters.

The proposal is as follows: the Phase II Water meter setters would be accomplished by two temporary employees hired for the summer. LLCC Maintenance staff and water committee members would share the training and supervision. The Water Committee will make their final recommendation in April at their meeting.

NEW BUSINESS:

Golf "If Ida Room" Rental.

Motion made by Tr. Bill Buff, seconded by Tr. Nan Stricklin and carried by the Board as follows:

The board accepts the "If Ida Room" Rental as corrected:

RENTAL OF "IF IDA" ROOM
GENERAL RULES:

- 1) All rentals and use must be arranged in advance with the Pro-Shop manager.
- 2) A damage deposit and cleaning fee will be required for all rentals in accordance with the schedule below.
- 3) No alcoholic beverages may be brought into the Pro-Shop area by parties to a rental agreement.
- 4) Rental fees will be paid to LLCC. Cleanup fees and refundable damage deposits will be retained by the Pro-Shop manager and applied appropriately at his/her discretion.

FEE SCHEDULE:

- 1) LLCC Members: Rental – no charge; Damage deposit - \$50.00; Cleaning fee \$25.00.
- 2) Non-Members: Rental \$150.00; Damage deposit - \$100.00; Cleaning fee - \$25.00

Park Restroom Roofs Bids:

There were two bids received for reroofing the Snack Shack, and 5 of the 10x24 bathrooms. The budget is \$2,500.00.

Motion made by Tr. Bill Buff, seconded by Tr. Nan Stricklin and carried by the Board as follows:

The board accepts the bid to reroof the Snack Shack and 5 bathrooms by Black Star Developers for \$4,580.00 plus tax.

Treasurer Bill Buff will adjust the financials to reflect changes.

COMMENTS FROM MEMBERSHIP: None

Ruby Bailey, who will be running for the Board of Trustees, attended the meeting.

CORRESPONDENCE: None

ANNOUNCEMENTS: None

ADJOURN:

Motion made by Tr. Bill Buff, seconded by Tr. Esther Springer Johannesen, and carried by the Board as follows:

To adjourn the meeting at 11:05 a.m.
Respectfully submitted,

Esther Springer Johannesen, Secretary

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

Mail Minutes to absent Board Members

TO: DICK LOMBARD, President

FROM: CAROLYN SOEHNLEIN, Architectural Chair

February 18, 1998

During January permits were given to Tana Anderson (5-031) for removal of 10 trees, some of which were dangerous as the roots had been exposed when their driveway was installed. And to Dean Peterson (5-32 & 33) for removal of 25 trees, some of which were storm damaged.

Lisa Rinard (5-030) called me and stated the lot lines had not been strung and 4 or 5 trees had been removed from her property. As I was not familiar with these applications, I referred her to Wally Barker.

I then inspected the lots along with Morgan Terwillegar and Charmaine Miller. At that time Dean Peterson came out and talked to us. He stated they could not find one stake between lots 30 and 31. They had found other stakes and measured over from lots 32 or 33. He felt they had done as good a job as possible in establishing the lot line. I then talked to Wally and he stated the same things as Dean Peterson. He, Ken Sargeant and Eugene McGinnis were present at the time.

Lisa Rinard (5-030) called me again and stated someone was responsible and she felt it was not her responsibility to survey the lot line. She also stated she was going to sue LLCC and her neighbor. I told her that Lake Limerick was not responsible for establishing lot lines, but Wally and some of the committee helped whenever needed. If she felt trees from her lot were removed she would have to go after her neighbor. As she was still not satisfied with my response, I suggested she attend the Board of Trustees meeting.

Wally has complete notes he has kept on this matter.

STREET	JOB NAME	
CITY, STATE, AND ZIP CODE	JOB LOCATION	
ARCHITECT	DATE OF PLANS	JOB PHONE

RE-ROOF ON SNACK SHACK BY CLUB HOUSE AND FIVE 10x24 BATHROOMS.
 BID INCLUDES TEAR OFF OLD SHAKES. INSTALL OVER SKIP SHEETING,
 NEW OSB 1/2 SHEETING, 15# FELT PAPER, METAL EDGING, THEN 25 YEAR
 COMPOSITION ROOFING.
 BID ALSO INCLUDES 10 SINGLE GLAZE ACRYLIC SKYLIGHTS 2'x2' FOR
 BATHROOMS. CLEAN UP INCLUDED.

TOTAL BID \$ 4,580.00
 PLUS TAX

BLACK STAR DEVELOPERS 427-9614
 LES JOHNSON 426-7830
 2-19-98

Without skylights \$5160 - 2nd bid

We propose hereby to furnish material and labor—complete in accordance with above specifications, for the sum of:

Payment to be made as follows: _____ dollars(\$ _____).

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry life and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of proposal— The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of acceptance _____

Signature _____

LAKE LIMERICK COUNTRY CLUB

E. 790 ST. ANDREWS DRIVE
SHELTON, WA 98584
(360) 426-3581

RENTAL OF "IF IDA" ROOM

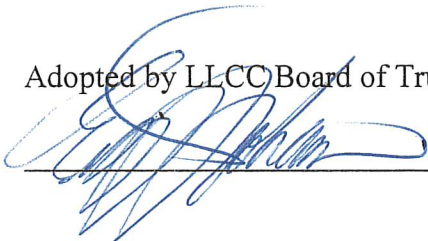
GENERAL RULES:

1. All rentals and use must be arranged in advance with the Pro-Shop manager.
2. A damage deposit and cleaning fee will be required for all rentals in accordance with the schedule below.
3. No alcoholic beverages may be brought into the Pro-Shop area by parties to a rental agreement.
4. Rental fees will be paid to LLCC. Cleanup fees and refundable damage deposits will be retained by the Pro-Shop manager and applied appropriately at his/her discretion.

FEE SCHEDULE:

1. LLCC Members: Rental - no charge; Damage deposit - \$50.00; Cleaning fee - \$25.00.
2. Non-members: Rental \$150.00; Damage deposit - \$100.00; Cleaning fee - \$25.00.

Adopted by LLCC Board of Trustees February 21, 1998


Secretary

LAKE LIMERICK COUNTRY CLUB

E. 790 ST. ANDREWS DRIVE
SHELTON, WA 98584
(360) 426-3581

RENTAL OF "IF IDA" ROOM

AVAILABILITY:

1. The room will be made available, at no charge, up to four (4) times per year to Lake Limerick Golfing Clubs. Food may be pot-luck or catered by the Pro-Shop.
2. The room will be made available to LLCC members and non-members in accordance with the fees below. Food and drink must be catered by the Pro-Shop staff.

GENERAL RULES:

1. All rentals and use must be arranged in advance with the Pro-Shop manager.
2. The room will be available only after 4:00 PM during the period between April 1 and October 31.
3. A damage deposit and cleaning fee will be required for all rentals in accordance with the schedule below.
4. No alcoholic beverages may be brought into the Pro-Shop area by parties to a rental agreement or by golfing club members exercising group use privileges.
5. Food prices will be established by the Pro-Shop manager.
6. Rental fees will be paid to LLCC. Cleanup fees and refundable damage deposits will be retained by the Pro-Shop manager and applied appropriately at his/her discretion.

FEE SCHEDULE:

1. Golfing Clubs and other recognized LLCC clubs: Rental - no charge; Damage deposit - \$50.00; Cleaning fee - \$25.00.
2. LLCC members: Rental \$100.00; Damage deposit - \$50.00; Cleaning fee - \$25.00.
3. Non-members: Rental \$150.00; Damage deposit - \$100.00; Cleaning fee - \$25.00.

Adopted by LLCC Board of Trustees February 21, 1998

Secretary

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

Water System Committee — Kirk Osborne - Chairman

To: Executive Committee

February 20, 1998

The attached is a detailed estimate for the in-house accomplishment of this summer's water meter setter installation. The project will be largely accomplished by two temporary employees hired for the summer, with training and supervision being shared by LLCC Maintenance staff and water committee members. I believe this estimate fairly represents the costs that will be incurred by the Club, and as shown in the proposal, totals some \$5,000 less than the low bid received from an outside contractor. In regard to the amount of time that will be required of the Club maintenance staff during the project, Item 2 provides the estimate for that effort. (The \$ figure translates to about 7 1/2 hours per week, which is about what they spent last year supervising and coordinating with the outside contractor.)

The water committee has reviewed this estimate and has approved it and the in-house project for implementation.

Daniel C. Robinson
Water Committee Treasurer
Lake Limerick Country Club, Inc.

PROPOSAL

IN HOUSE

Water meter setter installation

Project to install minimum of 300 setters using 2 full time temporary employees. All work will be inspected on a daily basis by an LLCC employee or member of the water committee.

All setters will be assembled in the maintenance shop by the setter team and field work will be done by hand. LLCC will supply the tools and materials.

1. Temporary employees wages-----\$ 10.00 per hr.
Plus 25% Taxes, L & I etc.-----\$ 2.50 per hr.
2. Permanent employee wage plus 25%-----\$100.00 per wk.
3. There will be a training period of approximately 2 days, at which time the temps will learn to excavate, assemble and install setters.-----\$500.00
Inspections will be made on a daily basis at which time progress will be recorded.
4. Water committee members have volunteered to assist in these inspections which should amount to only approx. 2 hrs per week.
5. The following is a cost break down of materials and supplies.

- | | |
|--|--------------------|
| Metersetter----- | \$ 44.25 each |
| hardware----- | \$ 2.50 per setter |
| Water boxes approx. 100----- | \$ 10.00 each |
| Shovels, digging bar, pick,
wrenches clamping tools
approx.----- | \$400.00 |
| Material for backfill----- | \$400.00 |
| Time for loading and
backhoe use----- | \$300.00 |
| 6. Line locating----- | FREE |

Approximate time for installation 3 months

Total wages-----	\$ 13,800
Setters plus tax-----	\$ 14,337
Hardware, Tools & Materials.-----	\$ 3,150
Total-----	\$ 31,287

300 Setters at \$ 104.29 Savings of \$ 5,313

Ken Douglas
Maint. supervisor