



BOARD OF TRUSTEES - LAKE LIMERICK COUNTRY CLUB

November 21, 1998 9:00 A.M.

- I. ROLL CALL:** Esther Springer-Johannesen
- II. APPROVAL OF MINUTES:** Board of Trustees Minutes of Oct 17, 1998
- III. FINANCIAL REPORT:** Bill Buff
- IV. CONSENT AGENDA:** (Committees)

Architectural Committee	Election Committee	Financial Advisory Committee
Greens Committee	Inn Committee	Lake/Dam Committee
Long Range Planning. Committee	Maintenance/Parks Committee	Nominating Committee
Security Committee	Water Committee	Youth Committee

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

ITEMS FROM CONSENT AGENDA:

- 1. Financial - Approve Capital Scheduled Expenditures Bill Buff
- 2. Gardner Accounting – LLCC keep Sale Lots? Bill Buff
- 3. Sheriff's Sale Property Bill Buff
- 4. Lake/Dam – Proposal to Amend Lake Boat Registration..... Duane Landsverk
- 5. Lake/Dam – Letter to member Duane Landsverk
- 6. Nominating Committee..... George Buckley
- 7. Inn/Hall Rental Agreement

V. OLD BUSINESS:

- 1. Water Meter PlanKirk Osborne
- 2.

VI. NEW BUSINESS:

- 1.

VII. EXECUTIVE:

- 1. Maintenance Supervisor
- 2. Heating Great Hall
- 3.

VIII. COMMENTS FROM MEMBERSHIP:

IX. CORRESPONDENCE:

X. ANNOUNCEMENTS:

- A.
- B.

XI. MOTION TO CONVENE TO CLOSED SESSION:

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

XII. CLOSED SESSION:

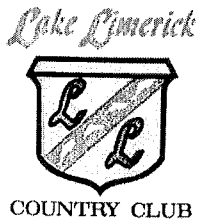
(The closed session may only include matters dealing with personnel matters; legal counsel or communication with legal counsel; and likely or pending litigation of an owner to the association.)

XIII. MOTION TO RECONVENE TO OPEN SESSION:

XIV. 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
Phone (360) 426-3581 Fax (360) 426-8922

BOARD OF TRUSTEES November 21, 1998

ROLL CALL: Esther Springer-Johannesen

President Dick Lombard called the meeting to order at 9:00 a.m. Trustees attending the meeting are Vice President Nan Stricklin (arrived at 9:20), Secretary Esther Springer-Johannesen, Trustee Scott Carey, Trustee Ruby Bailey, Treasurer Bill Buff, Trustee John Bykonen, Trustee George Buckley, and Trustee Doyle Wilcox.

Trustees absent are Trustee Darrell Winans, and Trustee Pat Paradise.

APPROVAL OF MINUTES:

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

The Board of Trustees approves the minutes of the October 17, 1998, board meeting as presented.

FINANCIAL REPORT: Treasurer Bill Buff

Treasurer Bill Buff presented the October Income & Expense reports. He reviewed the Year-to-Date Comparison Report by department. He noted the restaurant and lounge income was up and the expenses were down compared to last year, even though the restaurant and lounge were closed for 9 days.

Bill presented the Capital Budget Expenditures Scheduled Performing Dates report to the board. The Lake/Dam committee expressed their concerns regarding the barge purchase date of July. The Lake/Committee will check to see if they can purchase the barge in the spring, and pay for it in July. They may need a \$2,000.00 +/- deposit. The Inn Committee asked for their storage shed in November, instead of the scheduled March date.

There will be an adjustment to the billing in January due to the bylaws change of \$310.00 per lot instead of Dues and Assessments. The members were billed for dues (single or couple) and assessments in October 1998.

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

The Board of Trustees approves the October 1998 financial report as presented.

ITEMS FROM THE CONSENT AGENDA:

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

The Board of Trustees approves the October 1998 Consent Agenda with the following additions, add Item 8. Arch – Ban Slash Burning.

Consent Agenda Item 1. Financial – Approve Capital Scheduled Expenditures

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

Nay Doyle Wilcox

The Board of Trustees accepts the Capital Schedule Expenditures.

Consent Agenda Item 2. Gardner Accounting – Keep Sale Lots?

Consent Agenda Item 3. Sheriff's Sale Property –

President Dick Lombard and the board of trustees were asked by the club accountant, Don Gardner, if LLCC wanted to keep the following lots, Div 4/100 & 101, Div 5/080 and 081, and Div 4/088. Lake Limerick has just taken possession of three Sheriff's sale lots, Div 5/075, and Div 3/078 and 079. The Executive Committee reviewed the lots and their appraisals, done by a real estate agency.

The lots are first offered to the adjoining neighbors for 30 days, if there is no interest, the lots are posted in the next Newsletter for the members to purchase. After 30 days with no response, the property is turned over to John L Scott Real Estate Agency, to represent Lake Limerick.

Motion made by Tr. Scott Cary, seconded by Tr. Esther Springer-Johannesen, and carried by the Board as follows:

The Board of Trustees approves the sale of Div 4/lots 100, 101, and 088; Div 5/lots 080, 081, and 075, for \$7,500.00 each or a reasonable counter offer.

Motion made by Tr. Esther Springer-Johannesen, seconded by Tr. Ruby Bailey, and carried by the Board as follows:

The Board of Trustees approves the sale of waterfront Div 3/lots 078, and 079 for \$20,000.00 each, or a reasonable counter offer.

Consent Agenda Item 5. Lake/Dam – Letter to Member

The chair is requesting the advice and consent on the recommendation for a Lake/Dam Committee Co-Chairperson.

Motion made by Tr. John Bykonen, seconded by Tr. Scott Carey, and carried by the Board as follows:

The Board of Trustees approves the appointment of Duane Landsverk as the Lake/Dam Committee Co-Chairperson with Randy Hominda.

Co-Chairperson Duane Landsverk asked the board's help with the second letter to a member's lake violations. Duane will give President Dick Lombard a copy of the first letter sent by the Lake/Dam committee.

Consent Agenda Item 4. Lake/Dam – Proposal to Amend Lake Boat Registration

Co-Chairperson Duane Landsverk discussed the Lake/Dam Committee's proposals to the BOT.

They would like the Lake Restrictions/Regulations to be amended to include an annual boat registration of a \$15.00 fee. These funds would be added to the Lake/Dam budget. They also proposed an Official Lake Limerick Ski Club.

The Board suggested reallocating next year's budget for anticipated expenditures. The Ski Club issue will need more legal information, insurance liability question, and a set of by-laws to state the purpose, etc.

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

The Board of Trustees approves the Ski-Tournaments and practice dates as follows:

- | | | |
|--------------|-------------------|-----------------|
| ➤ Practice | Sat – June 19, 99 | 8:00 – 11:00 am |
| ➤ Practice | Sat – June 26, 99 | 8:00 – 11:00 am |
| ➤ Tournament | Sat – July 3, 99 | 8:00 – 11:00 am |
| ➤ Practice | Sat – Aug 21, 99 | 8:00 – 11:00 am |
| ➤ Practice | Sat – Aug 28, 99 | 8:00 – 11:00 am |
| ➤ Tournament | Sat – Sept 4, 99 | 8:00 – 11:00 am |

These dates will be added to the 1999 calendar.

Break 10:20 am

Consent Agenda Item 6. Nominating Committee – George Buckley

George Buckley announced there are three board of trustee openings and two water committee vacancies. Interested members of LLCC need to register the first week in February. George would appreciate volunteers to help sign up members to run for the positions.

Consent Agenda Item 7. Inn/Hall Rental Agreement –

Motion made by Tr. Scott Carey, seconded by Tr. Ruby Bailey, and carried by the Board as follows:

The Board of Trustees approves the Banquet Policy as recommended by the Inn Committee, pending a review by the attorney.

Tr. Doyle Wilcox commented on the Shelton Journal Health Dept Restaurant Inspection Report with the blue and red points for Oct 12, 1998. President Dick Lombard will check with the Journal. The office has the Health Dept review for October 26, 1998 where there were no red or blue points. The Dept. of Health representative also commended the new chef on the improvements.

Consent Agenda Item 8. Architectural – Ban Slash Burning

There was an article in the Shelton Journal that bans slash burning in residential areas.

OLD BUSINESS

1. Water Meter Plan – Kirk Osborne

Water Chairperson Kirk Osborne addressed Clark Sanns' Control Solutions proposals for upgrading the control systems at well sites 3,4, & 5. The water committee accepted the proposal. Clark included a quote for replacement of telephone links with radio links, which will not be done at this time.

The final Water System Plan, ID #44150T, Mason County, Water System Plan; DOH Project #96-0804 was approved by the Dept of Health.

The DOH is requesting a "Consumer Confidence Report," which the water committee will address.

There will be a Special Water Committee Meeting October 23, 1998 to review the three contractor bids to install meters and setters. Water Treasurer Dan Robinson is checking options for loans.

Kirk reported there were three water line joint failures on Mason Lake Road. The cost to repair each is about \$1,000.00. The water committee is researching the problem.

NEW BUSINESS: None

EXECUTIVE:

1. Maintenance Supervisor

President Dick Lombard announced that Dave Chestnut was hired as the Maintenance Supervisor. Dick would like to thank those who helped in the search.

2. Heating Great Hall

The damaged heat exchanger has been replaced in the great hall.

COMMENTS FROM MEMBERSHIP: None

CORRESPONDENCE:

Secretary Esther Springer Johannesen read two thank you letters to the board. Member Gail Travis Brady addressed her water pressure problems. Dick Lombard and Kirk Osborne will respond to her letter.

ANNOUNCEMENTS:

- 1. New Year's Eve Buffet Dinner and Midnight Hors d'oeuvres, and Dance or Cards.**
- 2. Tom & Jerry Party, December 12, 1998 from 5:00 to 7:00 PM.**

MOTION TO CONVENE TO CLOSED SESSION:

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

The Board of Trustees approves the motion to convene to Executive Session to discuss action regarding a personnel matter.

CLOSED SESSION:

MOTION TO RECONVENE TO OPEN SESSION:

MOTION TO ACCEPT ALL CLOSED SESSION MOTIONS:

No motions were made during the closed session.

Dan Robins gave Lake/Dam a proposal to act on behalf of the Lake management Grant. Dan will be done with the grant in November. The Lake/Dam Committee has not found a volunteer to replace Dan Robinson yet. If anyone is willing to accept the responsibility, please contact Duane Landsverk. The board will address the possibility of hiring a part time consultant.

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

The Board of Trustees adjourns the meeting at 11:45- a.m.

ADJOURN:

Respectfully submitted,

Esther Springer-Johannesen, Secretary

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

October 26, 1998

TO: Board of Trustees, All Committee Chairs
FROM: Treasurer
Subject: Capital Improvement Schedule of Projects

In keeping within our CashFlow of the Corporation it is necessary that all Capital Improvement Projects be made according to the timing schedule attached.

If there is any question as to the timing of your Projects please contact me for further consideration.

Thank you for your cooperation concerning this request.

Bill Buff
Lake Limerick Country Club
Treasurer

1997-1998 Capital Budget Expenditures

CAPITAL IMPROVEMENTS Approved BOT 8/15/98, MEMBER 10/24/98	Scheduled Expenditures	Capital Impr.1998- 1999	Total Dept. Capital Improve.	Date Paid	Actual Paid	Subtotal Dept. Current Payment
Administration						
Phone System: (Hood Canal)	Jan-99	\$ 2,500				
HVAC Office: (Sunset Aire)	Feb-99	\$ 4,300				
Thermostat Controls (4) + Cover Guards	Nov-98	\$ 1,200				
17" Monitors Computers	Oct-98	\$ 1,000				
HP Printer	Oct-98	\$ 1,500				
ADA - Inn Access/Funds from Security Fence BOT 9/19/98	Nov-98	\$ 11,500				
TOTALS By Department:			\$ 22,000			\$ -
Lake/Dam						
Lawn Removal (Subcontracted)	Aug-99	\$ 3,000				
Barge with Conveyor Belt	Jul-99	\$ 15,000				
TOTALS By Department:			\$ 18,000			\$ -
Architectural						
Lawn Removal (Subcontracted)	Aug-99	\$ 3,000				
TOTALS By Department:			\$ 3,000			\$ -
Maintenance/Parks						
Compressor Large Capacity	Mar-99	\$ 2,503				
TOTALS By Department:			\$ 2,503			\$ -
Golf						
Greens Mower	May-99	\$ 18,762				
Lawn Spreader	Oct-99	\$ 3,860				
TOTALS By Department:			\$ 22,622			\$ -
Restaurant - Lounge						
Storage Shed	Mar-99	\$ 2,000				
Painting stairway & restaurant	Oct-98	\$ 200		10/22/98	\$ 319	
Hall patching of floor		\$ 300				
Light fixtures & electrical work (18)	Oct-98	\$ 2,300		10/22/98	\$ 1,066	
Swinging door office		\$ 360				
Ice Machine Lounge	Feb-99	\$ 2,500				
Table Tops for Restaurant	Oct-98	\$ 3,631		10/22/98	\$ 3,154	
Interior Decorations Restaurant	Oct-98	\$ 500		10/22/98	\$ 316	
Cost Adjustment by Time Work is Done	Nov-98	\$ 1,000				
TOTALS By Department:			\$ 12,791			\$ 4,856
Water						
Computer Upgrade Wells 3,4,5Meters/Setters		\$ 22,500				
Computer Related Spares		\$ 4,000				
Clonakilty Loop		\$ 8,000				
Install Meters/Setters		\$ 238,000				
Capital Reserve		\$ 20,000				
TOTALS By Department:		*	\$ 292,500			\$ -
* Water Dept Capital charged against Water Reserve Account plus Loan						
Capital Improvements without Water Department		\$ 80,916				
Capital Improvements only Water Department		\$ 292,500				
TOTAL CAPITAL IMPROVEMENTS:		\$ 373,416				\$ 4,856

6) **Banquet Policies:**

1) **Rental fees:**

- A) Member \$200.00
- B) Public \$275.00
- C) Full Service Sit Down Dinner of 50 or more : No Hall Rent
- D) Full Service Sit Down Dinner of 50 or more with dance following : \$100.00

A Deposit of \$150.00 is required within 48 hours of booking.

The total number of people attending the event must be provided to LLCC 2 weeks prior to the event.

Any cancellation within 30 days of the scheduled event results in loss of the deposit. All costs must be paid in full 2 weeks before the date of the event. If the event is canceled within 2 weeks of the event 20% of the total will be forfeited along with the deposit.

2) **Alcohol Policy:**

- A) Serve LLCC Liquor , either hosted or no host.
- B) Must hire LLCC bartender at \$10.00 per hour.

3) **Food:**

- A) LLCC must provide all food , with the exception of celebration cakes.
- B) Hors d'oeuvres , no gratuity is charged.
- C) Buffets and sit down dinners: a gratuity of 15% is charged.

- 4) **Security:** Mary Lou will get with our attorney for suggested wording on security to insure that it is properly stated on our contracts.

Motion made by Lisa Carey , seconded by Nan Stricklin and carried to accept the above stated Banquet Policy for presentation to the BOT for final approval with the security statement added as per suggested from our attorney.

Motion was made by Lisa Carey, seconded by Veronica Lombard and carried to adjourn the meeting..

Respectfully submitted,
Esther Springer-Johannesen, secretary
Preliminary Minutes only not approved.

11-14-99 Inn Committee