

LAKE LIMERICK COUNTRY CLUB, INC.  
BOARD OF TRUSTEES MEETING MINUTES  
December 19, 1998

President Dick Lombard called the meeting to order at 9:04 a.m.

ROLL CALL

- Trustees attending: President Dick Lombard, Vice President Nan Stricklin, Secretary Esther Springer-Johannesen, Treasurer Bill Buff, Trustee Scott Carey, Trustee George Buckley, Trustee Pat Paradise, Trustee Ruby Bailey, Trustee Darrell Winans {arrived at 9:30 a.m.} and Trustee John Bykonen
- Trustees not attending: Trustee Doyle Wilcox
- Guests attending: Kirk Osborne, Dan Robinson, Janet Frydenberg, and MaryLou Trautmann

APPROVAL OF MINUTES

A motion was made by Nan Stricklin, seconded by George Buckley and passed as follows:  
To approve the minutes of November 21, 1998, with a correction to page 5, changing Dan Robins to Dan Robinson.

FINANCIAL REPORT

Treasurer Bill Buff reviewed the Income and Expense Reports. Esther Springer-Johannesen inquired about the Maintenance and Water Salary Budgets due to the addition of a new Maintenance Employee.

A motion was made by Esther Springer Johannesen, seconded by Scott Carey, and passed as follows:  
To approve the November financial report

CONSENT AGENDA

A Motion was made by Bill Buff, seconded by Esther Springer-Johannesen, and passed as follows:  
To approve the Consent Agenda with the addition of Item #4, Health Department Report, given by MaryLou Trautmann, Inn Committee Chairperson

ITEMS FROM THE CONSENT AGENDA

Consent Agenda Item 1 ~ Financial – Approve Budget Adjustments

Due to the membership approval of Ballot Issue “Dues per Lot” in October 1998, the budget has been adjusted to reflect this change.

A motion was made by George Buckley, seconded by Nan Stricklin and passed as follows:  
To approve the line item change to move the Dues and Assessments budget income numbers to “dues per lot” only.

Consent Agenda Item 2 ~ Lake/Dam Committee – Grant Coordinator

Bill McDonald will assume the responsibility of Lake/Dam Grant Coordinator, from Dan Robinson. Bill will work closely with Dan until the transition is complete. The Lake/Dam Committee should note in their next minutes that Mr. McDonald has been appointed a member of their committee.

Consent Agenda Item 3 ~ Nominating Committee

- George Buckley currently has 6 firm candidates and 1 possible for the Board of Trustee openings in April 1999, as well as 1 firm candidate and 1 possible for the Water Committee.
- George will present the final list at the January 12, 1999 Board of Trustees Meeting, {the deadline is January 8, 1999}.
- The Candidates Night Dinner will be held Friday March 12<sup>th</sup>, before the mailing of absentee ballots on March 15, 1999.

Consent Agenda Item 4 - Inn Committee, Health Department Report

MaryLou Trautmann met with Health Inspector Stephanie Kenny to inquire about the bad report in the Shelton Journal on October 15, 1998. The October article was the result of the inspection done on September 10, 1998, typically the results of inspections are not printed in the Journal for 2 weeks to 1 month. The October 26, 1998 inspection resulted in zero violations, this was not printed in the Journal until November 12, 1998. The October 26<sup>th</sup>

Health Department inspection was not a follow-up inspection of an inspection of October 12<sup>th</sup>, as reported to the BOT at the November meeting.

#### OLD BUSINESS

1. Water Meter Plan – The Water Committee received three bids from contractors for meter installation. Jack Huston Excavating was chosen as the contractor. The Contract with Huston includes a 10% hold on each invoice until work completed has been approved. Huston will be supplied with an extensive checklist for each meter installed. The work should be beginning after the first of the year. Also, a contract has been completed with a supplier and the materials have been ordered. The Software Company, Greentree, has responded with their billing format. Treasurer Bill Buff requested that we get a written guarantee from Greentree stating that their program is ready for the year 2000.

2. Water Loan Resolution – A Resolution is needed from the Board of Trustees to secure a loan for the installation of the meters. The loan amount of \$150,000.00 is a line of credit and will be used as needed; it is expected that the loan will be paid in full in 5 years. The final interest rate has not been determined at this point, but the projected rate is 8.5%.

A motion was made by Bill Buff, seconded by Scott Carey and passed as follows:

To approve Resolution 98-03 for the Board of Trustees approval of the \$150,000.00 loan to the Water Department for Water Meter Installation.

3. Offer on Lot 79, Division 3 – Mr. David Akin has made a written offer of \$12,000.00 on this lot.

A motion was made by Nan Stricklin, seconded by George Buckley and passed as follows:

To accept the offer of \$12,000.00 from Mr. David Akin on Division 3, Lot 79

#### NEW BUSINESS

1. Maintenance Committee Chairman – Dick Lombard would like the advise and consent from the Board to appoint Darrell Winans as the Maintenance Committee Chairman

A motion was made by John Bykonen, seconded by George Buckley and passed as follows:

To approve Darrell Winans as the Maintenance Committee Chairman.

#### EXECUTIVE:

1. Pro Shop Manager Contract, Status Report – Dick Lombard and Terry O'Hara have had their initial meeting in which Dick offered Terry a flat rate fee per month, vs. a percentage fee as in prior contracts. The independent contractor status will remain the same. Future meetings have been scheduled for December 23, 1998 and December 28, 1998, with a target date of completion at the end of the month.

2. Salary Adjustments, Recommendation to the Board of Trustees – an Employee Salary Plan was distributed to the Board with Salary Adjustment recommendations.

A motion was made by Pat Paradise, seconded by Ruby Bailey and passed as follows:

To approve the salary recommendations as presented by the Executive Committee.

3. Insurance 1999 – Recommendation to the Board of Trustees

A motion was made by Bill Buff, seconded by Esther Springer-Johannesen and passed as follows:

To approve the Corporate Insurance Package from Duncan & Associates at the annual rate of \$20,275.00.

A motion was made by Bill Buff, seconded by Scott Carey and passed as follows:

To approve the Officers & Directors Insurance – Executive Risk, at the annual rate of \$2,600.00

#### COMMENTS FROM THE MEMBERSHIP:

Ms. Janet Frydenberg submitted a written request to the Board of Trustees to reconsider her one-year suspension from the lounge, which was imposed on September 19, 1998. Dick Lombard informed Ms. Frydenberg that the Board would review her written request in closed session, and that she would received a written response as to the results of the discussion in closed session.

#### RECESS

**CORRESPONDENCE:**

Dick Lombard read a letter from Mr. Gentry in regards to a drainage problem on his lot. The lot has been inspected, several solutions will be looked in to.

Dick Lombard read the letter he sent to Ms. Brady in regards to her water pressure problem. Several questions were raised concerning the water pressure problems she has been experiencing. John Bykonen will report at the next Board of Trustees meeting in regards to the "Minimum PSI Requirements", on behalf of the Water Committee.

**ANNOUNCEMENTS:**

The LLCC Employee Christmas Party will be held December 22, 1998, from 7:00 – 9:00 p.m. All Board Members and a guest are invited to attend.

**MOTION TO CONVENE TO CLOSED SESSION**

A motion was made by Esther Springer-Johannesen, seconded by Bill Buff and passed as follows:  
To convene to closed session to discuss a member's privilege and a legal matter

**MOTION TO RECONVENE TO OPEN SESSION**

A motion was made by Esther Springer-Johannesen, seconded by Scott Carey, and passed as follows:  
To reconvene to open session

**MOTION TO ACCEPT ALL CLOSED SESSION MOTIONS**

A motion was made by Bill Buff, seconded by George Buckley, as passed as follows:  
Not to accept the motion made in closed session to consider the re-instatement of a member's privileges

**ADJOURN**

A Motion was made by Nan Stricklin, seconded by Darrell Winans and passed as follows:  
To adjourn the meeting at 10:26 a.m.

Respectfully Submitted,

Esther Springer-Johannesen, Secretary

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

W2/sect.

BALL POINT PEN ONLY

FOR OFFICE USE ONLY

MASON COUNTY HEALTH SERVICES  
P. O. Box 1666  
Shelton, WA 98584



### Food Service Establishment Inspection Report

NAME OF ESTABLISHMENT <i>Lake Limerick Inn</i>		LOCATION <i>E. 790 St. Andrew Dr. Shelton</i>	CITY/TOWN <i>Shelton</i>	ZIP CODE <i>98584</i>
PURPOSE OF INSPECTION <input checked="" type="checkbox"/> Routine <input type="checkbox"/> Followup <input type="checkbox"/> Pre-Opening <input type="checkbox"/> Complaint <input type="checkbox"/> HACCP <input type="checkbox"/> Illness Investigation <input type="checkbox"/> Temporary <input type="checkbox"/> Other				
DATE <i>9/10/98</i>	TIME IN <i>2:20 pm</i>	ELAPSED TIME	RED POINTS <i>5</i>	TOTAL POINTS <i>10</i>
			NO. REPEAT RED ITEMS <i>0</i>	NO. REPEAT BLUE ITEMS <i>5</i>

#### Part I: Red Critical Items

These items relate directly to the protection of the public from foodborne illness. These items are **NOT NEGOTIABLE AND MUST BE CORRECTED IMMEDIATELY**. Repeated violations of any **RED ITEM** may lead to enforcement actions being initiated or permit suspension.

ITEMS	DESCRIPTION OF VIOLATIONS	HAZARD POINTS
<i>2b</i>	<i>Raw meats stored above foods that will be served without subsequent cooking in below line reach-in. Raw meats must be stored below and away from foods served without subsequent cooking. Corrected by storing raw meats on bottom shelf of reach-in.</i>	<i>5</i>
<i>Note:</i>	<i>Cold holding temperatures good. Shrimp - 35°F Sausage - 39°F</i>	

#### Part II: Blue Items—Establishment Sanitation, Design and Maintenance

These items relate to maintenance of food service operations and cleanliness. Violations of these items should be corrected by the next regular inspection or a compliance schedule may be established by the health authority.

ITEMS	DESCRIPTION OF VIOLATIONS	HAZARD POINTS
<i>13c</i>	<i>Repeat Violation. Slime mold in ice machine near the office. Food contact surfaces must be clean and sanitized. Correct by cleaning. This is the 3rd time in the past 4 inspections that this problem has been found. Spoke with Toby <del>XXXX</del> about preventing re-occurrence. Regular cleaning schedule for ice machine will be implemented. Show schedule at next inspection.</i>	<i>5</i>
Compl	<i>Health Dep - Denise Thomas need credit cards.</i>	

PERSON IN CHARGE <i>John Ringel</i>	HEALTH AUTHORITY <i>Stephanie Kenny</i>
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MASON COUNTY HEALTH SERVICES  
P. O. Box 1666  
Shelton, WA 98584

Food Service Establishment  
Inspection Report

NAME OF ESTABLISHMENT <i>Lake Limerick Inn</i>		LOCATION <i>E. 790 St. Andrew Dr.</i>	CITY/TOWN <i>Shelton</i>	ZIP CODE <i>98584</i>		
PURPOSE OF INSPECTION <input checked="" type="checkbox"/> Routine <input type="checkbox"/> Followup <input type="checkbox"/> Pre-Opening <input type="checkbox"/> Complaint <input type="checkbox"/> HACCP <input type="checkbox"/> Illness Investigation <input type="checkbox"/> Temporary <input type="checkbox"/> Other						
DATE <i>10/26/98</i>	TIME IN <i>2:10</i>	ELAPSED TIME <i>2:40</i>	RED POINTS <i>0</i>	TOTAL POINTS <i>0</i>	NO. REPEAT RED ITEMS <i>0</i>	NO. REPEAT BLUE ITEMS <i>0</i>

**Part I: Red Critical Items**

These items relate directly to the protection of the public from foodborne illness. These items are **NOT NEGOTIABLE AND MUST BE CORRECTED IMMEDIATELY**. Repeated violations of any **RED ITEM** may lead to enforcement actions being initiated or permit suspension.

ITEMS	DESCRIPTION OF VIOLATIONS	HAZARD POINTS
Note:	All previous red violations corrected. Thank you.	
Note:	Cold holding temperatures good : sausage - 40°F Chicken - 35°F half-n-half - 39°F	

**Part II: Blue Items—Establishment Sanitation, Design and Maintenance**

These items relate to maintenance of food service operations and cleanliness. Violations of these items should be corrected by the next regular inspection or a compliance schedule may be established by the health authority.

ITEMS	DESCRIPTION OF VIOLATIONS	HAZARD POINTS
Note:	All previous blue violations corrected. Thank you.	

Comments *I commended the new chef, the sanitation and cold holding procedures have improved tremendously since my last visit.*

PERSON IN CHARGE <i>Charles Nedlund</i>	HEALTH AUTHORITY <i>Stephanie Kenny</i>	Total Points <i>0</i>
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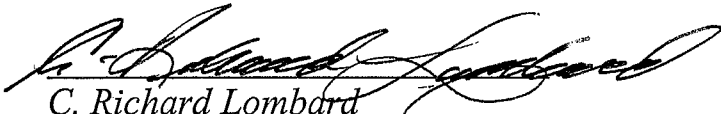
*LAKE LIMERICK COUNTRY CLUB, INC.  
RESOLUTION*

98-03

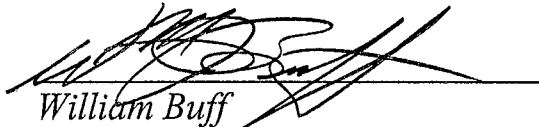
*WHEREAS* the Board of Trustees of Lake Limerick Country Club seeks to acquire funds for the water meter installation program;

*THEREFORE* be it resolved that the Board of Trustees of Lake Limerick Country Club hereby *AUTHORIZE* the Corporate Officers to borrow an amount up to but not to exceed \$150,000.00 to facilitate the construction and related costs of the above project as approved.

*Adopted and dated this 19th day of December, 1998 by the Board of Trustees of Lake Limerick Country Club Inc.*



*C. Richard Lombard  
President, Board of Trustees*



*William Buff  
Treasurer, Board of Trustees*

HOSS and WILSON-HOSS

ATTORNEYS AT LAW  
236 WEST BIRCH STREET  
SHELTON, WASHINGTON 98584

AREA CODE 360  
426-2999 FAX 426-6715

RICHARD T. HOSS  
ROBERT D. WILSON-HOSS

December 10, 1998

C. Richard Lombard  
Lake Limerick Country Club, Inc.  
E. 790 St. Andrews Drive  
Shelton, Washington 98584

Re: Division 3, Lot 79

Dear Dick:

Enclosed please find an offer to purchase Division 3, Lot 79 from the adjacent lotowner, David Akin. You should know that I talked to Mr. Akin on November 30, and he told me that he was going to do some research with regards to property and get back to us. I have not heard from him until this letter.

He is offering \$12,000.00 for the lot. Lake Limerick is asking \$20,000.00. Both Lot 78 and 79 are, as you know, unbuildable, although they are waterfront lots.

It is up to the board to decide whether or not they wish to accept Mr. Akin's offer.

If you have any questions, please let me know.

Sincerely,



ROBERT D. WILSON-HOSS

RWH:ss  
Encl.

DEC 10 1998

December 8, 1998

RE: Lake Limerick, Division 3, lots 78 and 79

Robert D. Wilson-Hoss  
236 West Birch Street  
Shelton, Washington 98584

Dear Mr. Wilson-Hoss:

I received your letter regarding the property at Lake Limerick, Division 3, Lot 78 and lot 79 on November 28<sup>th</sup> 1998 and have attempted to contact you on several occasions and have yet to receive a reply from you, your office or the Lake Limerick Board of Trustees. I am interested in purchasing lot 79 and I am prepared to offer a cash price of \$12,000.00 for the lot.

Please have some one contact me regarding this property. I have many hours of labor invested in keeping the grass and Ivy on it under control and in clearing it of branches and other such storm debris over the last 15 or so years. I can be reached during the weekday at (360) 236-4436, weekend or evenings at (360) 426-3459 or at e-mail address [dea0303@worldnet.att.net](mailto:dea0303@worldnet.att.net).

Thank you for your prompt attention to this matter.

Sincerely,



David E. Akin  
2020 E. Saint Andrews Drive  
Shelton, Washington 98584

RECEIVED DEC 11 1998



LAKE LIMERICK COUNTRY CLUB, INC.

.....  
Corporate Insurance Package – Duncan & Associates:

A. 1997-98 Package	\$18,919.00
<u>Umbrella</u>	<u>\$1,659.00</u>
Total	\$20,578.00

B. 1998-99 Package	\$18,677.00
<u>Umbrella</u>	<u>\$1,598.00</u>
Total	\$20,275.00

Savings over 1997-98                      \$303.00: Provides for additional coverage in the event  
of golf course closure

Officers & Directors Insurance – Executive Risk:

A. 1998 - \$2,150.00

B. 1999 - \$2,600.00

Increase of \$450.00 per annum



## **BOARD OF TRUSTEES - LAKE LIMERICK COUNTRY CLUB**

December 19, 1998 9:00 A.M.

- I. ROLL CALL:** Esther Springer-Johannesen  
**II. APPROVAL OF MINUTES:** Board of Trustees Minutes of Nov 21, 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 Budget Adjustments..... Bill Buff
2. Lake/Dam – Grant Coordinator
3. Nominating Committee – George Buckley

### **V. OLD BUSINESS:**

1. Water Meter Plan .....Kirk Osborne
2. Water Loan Resolution .....Kirk Osborne
3. Offer on Lot 79, Div. 3

### **VI. NEW BUSINESS:**

1. Maintenance Committee – Chairman

### **VII. EXECUTIVE:**

1. Pro-Shop Manager Contract – Status Report
2. Salary Adjustments – Recommendation to BOT
3. Insurance 1999 – Recommendation to BOT

### **VIII. COMMENTS FROM MEMBERSHIP:**

### **IX. CORRESPONDENCE:**

1. Jerry Gentry

### **X. ANNOUNCEMENTS:**

1. Employee Party – December 22, 1998 7:00 – 9:00 PM

### **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

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

December 13, 1998

Daniel Robinson  
E. 721 Ballantrae Drive  
Shelton, WA 98584

Mr. Robinson:

On behalf of the Board of Trustees I would like to thank you for the years of contribution you have given to improving the lake for the benefit of all of Lake Limerick. Those who have had the opportunity to work with you in spearheading the weed control grant especially appreciate your unselfish efforts. The amount of time you have volunteered in the best interest of your community is far beyond what anyone might expect from a volunteer and those efforts are gratefully acknowledged.

In working closely with the co-chairs of the Lake Dam Committee and the Executive Committee in seeking to continue qualified leadership in coordinating the weed control grant, we find your proposal to fill that capacity under a contractual arrangement not inappropriate but it, as you pointed out, does present certain conflict of interest concerns that may limit Lake Limerick's options when selecting a treatment applicator contract. Therefore, we have chosen to seek a qualified volunteer to coordinate this program.

Bill McDonald, a lake resident and active volunteer in his current capacity as chairman of the Architectural Committee, has agreed to serve in this role. His professional background, experience in working with governmental agencies, availability of time, and his enthusiasm for the project create an opportunity to continue the work you have done. I have assured Bill that you are available to meet and initially work with him to familiarize him with the immediate and ongoing challenges of this project.

Again, I thank you Dan for the many years you have served your community with pride.

Sincerely,



C. Richard Lombard  
President

cc BOT  
Lake Dam  
Bill McDonald

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

*Water Comm  
 Disburse  
 Bills  
 Run  
 BOT*

Water System Committee — Kirk Osborne - Chairman

To: Water Committee Members

December 6, 1998

Subject: Meter program Costs

The following review of the total water meter installation program planned for next year contains cost commitments from hardware, software, and installation contractors as currently available. I have also included sales tax, and contingency estimates for hardware, software, and installation to cover such currently undefined requirements as replacement of some curb stops. The contingency amounts are 5% (\$7,100 including tax) for hardware & software (added to the final increment of hardware), and 7.5% (\$3,900 including tax) for installation (spread over the entire installation period.)

	COSTS INCLUDING SALES TAX				
	HD Fowler	Greentree	Jack Huston	Contingency	TOTAL
Meters	\$87,520			\$4,350	\$91,870
Assoc. Hardware	\$39,120			\$1,944	\$41,064
Billing Software		\$16,190		\$ 806	\$16,996
Installation			\$51,840	\$3,900	\$55,740
<b>TOTAL</b>	<b>\$126,640</b>	<b>\$16,190</b>	<b>\$51,840</b>	<b>\$11,000</b>	<b>\$205,670</b>

Note: The meter and other hardware costs represent firm unit costs from the supplier, but the quantities will probable need to be adjusted as the installation progresses. The contingency added is expected to cover the upside potential of such adjustments.

The above compares favorably with our 1999 budget for this project of \$238,000.

The attached chart shows the planned payment schedule for the above services and hardware, as well as the source of funds for the payments. As shown, we will need to borrow a net of \$126,600 by spending all available Water system funds, which would leave us with a very modest reserve. Accordingly, I plan to secure a bank loan for \$150,000 as originally planned.

Dan Robinson

# LAKE LIMERICK COUNTRY CLUB

E. 790 ST. ANDREWS DRIVE

SHELTON, WA 98584

(360) 426-3581

November 24, 1998

Gail Travis Brady  
231 E. St. Andrews Drive  
Shelton, WA 98584

Dear Gail,

Thank you for the letters of October 14<sup>th</sup> and November 13<sup>th</sup> of this year. The letter of October 14<sup>th</sup> was referred to the Lake Limerick Water Committee with a request to investigate the status of your water service and take the necessary steps to alleviate the ongoing problems associated with that service. Your letter of November 13<sup>th</sup> was read at the November Board of Trustees meeting and I have since received an update on the steps that have been taken to date as well as those proposed to deal with your concerns.

A meter was put in place to detect water flow during non-use periods in order to determine if there is a leak from the valve to your residence. The initial results indicate this is not the problem. The most recent line installed to your property may incorporate a valve that was designed to alleviate the problem of low pressure but unfortunately it may have aggravated the situation. The water staff is currently investigating this and potential options will be explored once a determination is made.

I appreciate your frustration with the continued lack of success in alleviating the problem. However, the Board of Trustees has no authority to waive your water service fees. The situation will have my personal attention until a satisfactory solution is found. Please do not hesitate to contact me if no progress is observed in providing you with service that is to your satisfaction.

Sincerely,

C. Richard Lombard  
President

cc BOT  
Water Committee  
DOH DENISE LEHMAN, PE