



BOARD OF TRUSTEES - LAKE LIMERICK COUNTRY CLUB

March 17, 2001

9:00 A.M.

- I. ROLL CALL:** Esther Springer-Johannesen
- II. APPROVAL OF MINUTES:** BOT Minutes of February 17 2001 Meeting
- III. FINANCIAL REPORT:** George Duffin
- 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 |
| | General Manager Report | |

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

V. ITEMS FROM CONSENT AGENDA:

- 1.
- 2.
- 3.
- 4.

VI. MANAGER REPORT:

VII. OLD BUSINESS:

- 1.
- 2.
- 3.

VIII. NEW BUSINESS:

- 1.
- 2.
- 3.

IX. EXECUTIVE:

- 1.
- 2.

X. COMMENTS FROM MEMBERSHIP:

XI. CORRESPONDENCE:

XII. ANNOUNCEMENTS:

MOTION TO CONVENE TO CLOSED SESSION:

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

XIII. 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.)

XIV. MOTION TO RECONVENE TO OPEN SESSION:

XV. 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 an open meeting and votes in the open meeting on the closed session motions.)

XVI. 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, e-mail lakelim@hctc.com

BOARD OF TRUSTEES March 17, 2001

ROLL CALL:

President Darrell Winans called the meeting to order at 9:00 a.m. Trustees attending the meeting are Vice-President Scott Carey, Secretary Esther Springer-Johannesen, Treasurer Bill Buff, Trustee Ruby Bailey, Trustee Tom Taylor, Trustee Mary Lou Trautmann, Trustee Charles Hancuff, and Trustee Keith Smith. Trustees excused are Trustee Gene Metz, and Trustee Don Cox. Also attending is General Manager George Duffin. Henry Yates was present.

APPROVAL OF MINUTES:

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

The Board of Trustees approved the minutes of February 17, 2001 as presented.

FINANCIAL REPORT: George Duffin

General manager George Duffin discussed specific items regarding the financial reports. He passed out a Report on Departments, Oct – Feb 01 Summary. He will extract the income and expense for the Pro Shop Café. There will be a budget adjustment for Golf Lease from \$500.00/month to \$400.00/month. The computer P&L has a program error on the Golf MTD Variance that will be corrected.

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

The Board of Trustees approved the February 2001 financial reports with corrections on the golf MTD variance.

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

The Board of Trustees approved the Consent Agenda with the following additions: 1. Inn – Restaurant Public, 2. Water Painting bid, 3. Pizza Oven, 4. Nominating Committee, 5. Greens, 6. Maintenance and Parks
Old Business: 1. Gentry Lots, 2. Resolution – next month
Executive Quit Claim. Closed Session - Employees

ITEMS FROM THE CONSENT AGENDA:

Consent Agenda Item 1. Chairperson Ruby Bailey discussed the restaurant going public with the board; no action was taken at this time. The Inn Committee meeting was informational only since they did not have a quorum.

Consent Agenda Item 2. Water Painting Bid

Vice President of Water committee, Henry Yates talked about the one well painting bid received by the Water Committee. Ken Douglas is anticipating more bids and they will also present and in-house price for painting.

Consent Agenda Item 3. Pizza Oven

General Manager George Duffin discussed the pizza oven and prices.

Motion made by Tr. Bill Buff, seconded by Tr. Mary Lou Trautmann, and carried by the Board as follows:

The Board of Trustees approved the purchase of a pizza oven at a cost of \$3,300.00 and the funds will come from the Maintenance Salary Budget.

Consent Agenda Item 4. Nominating Committee

Chairperson Mary Lou Trautmann listed the Board and Water Committee candidates:

Board (4 positions) Darrell Winans, Rich Hamilton, Jack Betterly, Bill McDonald, Vern Harris, and George Buckley

Water Committee (2 positions) Tom Taylor, Kirk Osborne, and Dan Robinson
The Candidates Night is April 6th, dinner is at 6:00 pm and program is at 7:00 pm. The candidates are guests of LLCC.

Consent Agenda Item 5. Greens Committee

The greens supervisor tested the golf irrigation system after the earthquake and there didn't seem to be any problems. The new golf rules will be given to the golfers and golfing leagues.

Consent Agenda Item 6. Maintenance Committee

One of the board members inquired about procedures for damaged items at LLCC. The members call the office and a work order will be given to the Maintenance Department.

Break

Managers Report for March 17th 2001

Manager George Duffin presented his March Manager Report.

1. Sale of lot 373 division three, offer \$4000, assessed value is \$14,500. We are into the lot for \$6,900. The lot is not good as it is steep and swampy.
2. Division 2 lot 198 Mr. Gentry. The lot was inspected by Bill Mc Donald (architectural), Steve Cox and Darrell Winans.
3. I signed the agreement with CBM to hold our price (the point of purchase system), no money will exchange until April 16th. (The salesperson has since quit.)

4. Division 4 lot 90 was offered back to the club (\$1,550.00) is owed, I suggest we do not take it back as it is a swamp.
5. Division 4 lot 53 was offered back to the club (\$5,583.00) owed, this is not a bad lot as it is set up high and is fairly flat. We should take it back on condition the title is cleared and the junk, which includes two autos, is removed. (Ford LTD 652AJB WA) and Unknown auto type (782ACJ WA). This lot sits right behind well number 6.
6. I would like to put punch bowls into our bar; Dale says there have been many requests for them. The reason they were removed in the first place is because of paper work, with me here and the help of Linda we will not have this problem this time. (Money to start up maybe a problem.)
7. We should consider opening the Restaurant to the public on a trial basis. (Has gone to the inn committee.) This could be started in October during the slow months as a test.
8. I would like to start Pizza on Wednesday April 18th. The ovens would cost \$2600.00 plus tax the shipping is free. There is one unit but two ovens; the unit is new with a warranty. (Bakers Pride)
9. We need a quick claim deed for the property next to lot 65 Division one (Fran Querry). Mr. Querry needs to have the survey done and pay all legal fees!
10. I would like to charge \$1.25 per person per day for employee's meals for those that sign up to eat. The \$1.25 would be reflected as a credit to food cost.
11. The Hall rental policy should be as follows. (1) A one to two dollar per person set up fee if they purchase the food from us, a \$500.00 rental fee if not. (2) A corkage fee of \$3.00 per bottle for all types of wine. (3) All fees would be negotiable as all functions are different. (4) A signed contract (5) No clean up fees unless we see a potential problem. (6) A member charges with out food _____? The policy will be returned to the Inn Committee for further discussion.
12. Report on the Liquor license.
13. Division 5 lot 20, Ann M. France. (Owes the club \$1,712.44.)
14. We should bill bi-monthly except those individuals that are set up monthly. The main billing will be sent; we will skip a month then send again. This has been checked with Rob Wilson-Hoss and the water department and no problems!
15. **Informational:**
16. Steve Cox is on restricted duty with a broken leg, a new crewmember was hired named Craig Pollard but had to go to Texas for family reasons.
17. The earthquake caused no real damage to the club and luckily no employees were hurt.
18. Subject Terry's contract: Maintenance we clean the pro shop 5 days Terry's person cleans it 2 days.
19. Our yearly calendar has many social events and some lake events listed but no golf events. We should have some yearly tournaments for members that everyone can plan ahead for!
20. The web sight should be updated shortly.
21. Sheila has been out with surgery, Sue was out with an injury, Steve has a broken leg, Austin went to California due to his grandmother being very sick and Dennis has missed time with a back injury.
22. Terry asked for a key for fuel.
23. We have received nothing back concerning the Oman lot. (Still being recorded or in transit.)

24. The letter was sent to Blowers.

25. The lake is raised between April 1st and April 15th.

26. Hiring of minors!

Motion made by Tr. Bill Buff, seconded by Tr. Chuck Hancuff and carried by the board as follows:

The board of trustees accepts the bid of \$4,000.00 for LLCC lot 03-373.

OLD BUSINESS

1. Gentry Drainage Issue The lot was inspected by Bill McDonald, Steve Cox and Darrell Winans.

2. Resolution The Resolution for Capital Reserves will be addressed next month.

NEW BUSINESS: None

EXECUTIVE:

1. Quit Claim: We need a quitclaim deed for the property next to 01-065 (Fran Querry), and Mr. Querry will pay the survey and legal fees.

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

The Board of Trustees authorizes bi-monthly billing, except those individuals that are on a payment plan. The main billing will be sent; we skip a month then send again.

Notice of the new billing procedures will be posted in the Newsletter.

COMMENTS FROM MEMBERSHIP: None

CORRESPONDENCE:

Thank you letters were read from Southside School booster Club for the 2 donated dinners, and from the Leroy Berthoud family for the co-operation and help during their memorial service.

ANNOUNCEMENTS:

President Darrell Winans thanked the board, and acknowledged they performed admirably.

President Darrell Winans extended his appreciation for the efforts and service to Lake Limerick Country Club, to Bill Buff who will be leaving Lake Limerick and the Shelton area. Bill has served, as Treasurer for six years and the community will miss him and Glenna.

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

The board of trustees convenes to closed session to discuss employees.

Motion made by Tr. Esther Springer Johannesen, seconded by Tr. Scott Carey and carried by the board as follows:

The board of trustees reconvenes to open session.

There were no motions made during the closed session.

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

The board of trustees adjourns the meeting at 11:20 pm.

Respectfully submitted, Esther Springer-Johannesen, Secretary
Preliminary Minutes not approved by the Board of Trustees, for review only.

Board Of Trustees: March 17th, 2001

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Department
Oct thru February 28th
Summary
3/17/2001

5 Months **5 Months** **Variance**
Actual **Budget**

Administration #05

Income:	\$208,829.00	\$209,156.00	-\$327.00
Expenses:	-\$104,637.00	-\$95,710.00	-\$8,927.00 #1
Other income and expenses:	\$5,843.00	\$583.00	
-Net profit or loss:	\$110,035.00	\$113,612.00	-\$3,577.00

Lake & Dam #15

Net profit/loss:	-\$2,872.00	-\$5,438.00	\$2,566.00
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Lake Management #20

Net profit/loss:	\$392.00	-\$4,166.00	\$4,558.00
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Maintenance & Parks: #30

Income	\$0.00	\$0.00	\$0.00
Expenses:	-\$44,140.00	-\$55,562.00	\$11,422.00

Security: #45

Net profit/loss:	-\$7,026.00	-\$8,750.00	\$1,724.00
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Architectual: #55

Income:	\$1,455.00	\$750.00	\$705.00
Expenses:	-\$851.00	-\$1,500.00	\$649.00

Golf #65:

Income:	\$8,987.00	\$11,278.00	-\$2,291.00
Expenses	-\$47,988.00	-\$56,904.00	\$8,916.00

-Net profit/loss:	-\$39,001.00	-\$45,626.00	\$6,625.00
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Restaurant & Lounge #75

Income:	\$60,142.00	\$68,958.00	-\$8,816.00
cost of goods:	-\$27,402.00	-\$31,250.00	\$3,848.00
Expenses:	\$59,085.00	\$51,669.00	\$7,416.00
Net Profit or loss:	-\$26,345.00	-\$13,961.00	-\$12,384.00

Social, Youth & ComSupport #80

Income:	\$1,935.00	\$4,592.00	-\$2,657.00
Cost of goods:	\$2,087.00	\$2,000.00	\$87.00
Expenses:	\$2,469.00	\$3,819.00	-\$1,350.00
Net Profit or Loss:	-\$2,621.00	-\$1,227.00	-\$1,394.00

Water #95

Income:	\$163,220.00	\$173,784.00	-\$10,564.00
Expenses:	\$51,215.00	\$64,763.00	-\$13,548.00
Other income \$ expenses:	-\$16,426.00	-\$24,139.00	\$7,713.00
- Net Profit or Loss:	\$95,578.00	\$84,882.00	\$10,696.00

Appendix

	Actual	Budget	
# One			
a. Acct. Audit Ryan:	\$5,852.00	\$0.00	\$5,852.00
b. Insurance:	\$4,726.00	\$2,917.00	\$1,809.00
c. Professional Fees:	\$4,200.00	\$0.00	\$4,200.00
d. Utilities	\$10,879.00	\$9,583.00	\$1,296.00

Liquor board notes changes in applications

The Washington State Liquor Control Board has changed the wording of liquor license requests published earlier.

A corrected notice for Shelton's Bayshore Golf Club lists applicants Clyde E. Coots and Irvin W. Lynn seeking a license to serve spirits, beer and wine in a restaurant-lounge setting.

The corrected notice for Lake Cushman Maintenance Company notes a request for both sales for off-premises consumption and beer and wine in a restaurant setting at the Lake Cushman Golf Course.

Anyone wishing to support or oppose the application should contact the Washington State Liquor Control Board, Regulatory Services Division, 3000 Pacific Avenue SE, P.O. Box 43098, Olympia, 98504-3098 (telephone 664-1600).