



LAKE LIMERICK COUNTRY CLUB, INC,

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BOARD OF TRUSTEES

October 19, 2002 at 9:00 a.m.

President Jack Betterley called the meeting to order at 9:03 a.m.

ROLL CALL:

Trustees attending the meeting were President Jack Betterley, Vice President Tom Taylor, Treasurer Bill McDonald, Secretary Pat Chaussee, Trustee Don Cox, Trustee Vern Harris, and Trustee Keith Smith. Trustees Don Nickles, Bob Dunlap, Chuck Hancuff and Darrel Winans were excused.

Also attending the meeting were Water Chairman Kirk Osborne, General Manager George Duffin, and Employee Marianne Koch

Guests attending: Douglas and Mary Lou Wicken and Ester.

GUEST INPUT:

Douglas Wicken apologized to the board for his actions on the Lake Limerick Country Club golf course and requested that he be allowed to use the golf course again. The board stated that they needed to be fair to all members and act on such instances when they arose. Also they had a liability to the employees of LLCC.

Meeting was adjourned at 9:00 to a closed session, to discuss and vote on Mr. Wickens request.

Meeting was reconvened at 9:25

A motion was made by Treasurer Bill McDonald and second by Vice President Tom Taylor and passed as follows:

Mr. Wickens suspension would continue until November 23,2002.

Mr. Wickens was informed and thanked the board.

APPROVAL OF MINUTES:

A motion was made by Vice President Tom Taylor, seconded by Trustee Norm Harris, and carried by the Board as follows:

The Board of Trustees approved the Minutes of September 21, 2002.

FINANCIAL REPORT: Bill McDonald

1. Bill McDonald presented a detailed financial report comparing year to date with budget through October 13th. Followed by discussion and explanations of overages. Noted were expenses related to updating and training accounting practices, additional golf salaries and projects such as replacing the bridge. Also noted was that legal fee overages would be recoverable. It was generally commented that overall the budget was very close to what was expected, and that Treasurer Bill McDonald had done a very difficult job well.
2. There was a question by Ester XXXXXX about a discrepancy between YTD/Budget report and the Last year/This year report. Treasurer Bill McDonald explained that this is a programming error that is being addressed.
3. Bill McDonald stated that we are still waiting for the Small Business Administration loan.
4. Bill McDonald said he would be meeting at 1:30 that afternoon to discuss long range plans for the golf course. And invited all to attend.

A motion was made by Trustee Norm Harris and second by Secretary Pat Chaussee and passed to accept the financial report with the addition of appreciation for the work of Treasurer Bill McDonald.

OLD BUSINESS

A. COMMITTEE CHAIR REPORTS

1. EXECUTIVE COMMITTEE

The Executive Committee had discussed the financial report and the dirt pile on the 7th hole.

2. ARCHITECTURAL COMMITTEE

- a) Jack Betterley reported that Ray Minger is moving forward on the renters committee and is requesting any question and/or concerns from the board. There were no new concerns voiced.
- b) Discussion was held on the question of ½ dues reduction requested by the owner of lots 269 & 270/Div.2. In the past 34ft. of lot 269 was deeded to the Wa.St.Dept. of Fish and Wildlife.

A motion was made by Tom Taylor and seconded by Bill McDonald and passed as follows. That as of October 1st 2002 the dues for lot 269/div.2 would be cut in half providing that the property owner has the county do a property line adjustment combining lot 269 & 270/div.2.

3. GREENS COMMITTEE

- a) Clarification was given by President Jack Betterly about the dirt pile on the 7th hole. Because the board was informed that the dirt could not be moved out, the decision was made to spread it out, rake out the rocks, cover with topsoil and plant prior to winter setting in. This is so the area will be presentable for next season.
- b) Trustee Keith Smith question the additional cost on the revised plans for the irrigation system. The board agreed it had been incorrectly informed as to the extent of the cost on revisions.
- c) Treasurer Bill McDonald wished it stated that it is the clubs policy not to loan or borrow equipment from members. If equipment is needed it should be rented.
- d)

4. INN COMMITTEE

- a) Jack Betterley noted that participation is up
- b) Discussion was held on the bid for replacing the vent in the Inns kitchen, still awaiting further bids

5. LAKE/DAM COMMITTEE

- a) Jack Betterly presented the purpose statement and charter of the Lake/Dam Committee for approval. He thought this might be a good idea for every committee, without one, to look into for clearer direction

A motion was made by Pat Chaussee and second by Bill McDonald to pass the charter as presented.

- b) Lake/Dam is trying to create monthly events for the club, such as bingo and bunco.
- c) George Duffin reported that the hosts are in at Anglia and Log Toy, and fencing at Anglia is complete.
- d) Discussion was held that any committee, which raises monies, must put those monies into the general fund for the board of trustees to vote on disbursement.

6. MAINTENANCE COMMITTEE

- a) George Duffin reported that the Inns fence is completed and trees will be planted to stop trespassing, over to members lot.
- b) The insurance was not renewed for the club.
- c) PUD will remove any dangerous trees near power lines, and did in div.4.
- d) Pizza refrigerator has been replaced as it went down and wasn't worth repairing.
- e) George Duffin is still working on the lake grant, and other sources of water grant monies.
- f) Austin Douglas hours are changed to Tuesday through Saturday.
- g) Workers compensation has a possible increase of 40%, George will get rate and report to the board.
- h) Bridge tape to be removed.
- i) Will construct a fence around the garbage dumpsters.
- j) Extra fencing will be installed across from the pump house.

- k) Log Barriers will be put up in the parking lot
- l) Maintenance yard will be clean out by 12/1/02, request that the board notify George Duffin of any thing they wish kept. Kirk Osborne suggested that there was the water dept. yard if certain items wish to be kept but in a more inconspicuous place.
- m) Constructions of roof over fueling pad.
- n) George Duffin gave an update of the Nibbler system; Dennis will weld lids on cement pad Tues October 22nd. Both he and Pat Fiest have been trying to call the board of health to get questions answered. It was suggested tat we look into a more dependable company, Dustin is still in Idaho, & George can't get calls returned.

7. WATER COMMITTEE

- a) Kirk Osborne reported that we still do not have the SBA loan for the steel tank. He wishes it noted that this is why we need a substantial reserve fund because that is what the banks look at. Also it is needed for emergencies. We can't go the county for help because we pay less for our water and they won't assist us until our fees are raised.
- b) Kirk Osborne will address the general membership at the meeting on October 26th.
- c) A question was raise about the estimate increase on the steel tank and Kirk confirmed that the estimated cost had increased.

8. NOMINATING COMMITTEE

None

9. ELECTIONS COMMITTEE

None

10. YOUTH COMMITTEE

None

11. MANAGER'S REPORT

- a) George Duffin reviewed the Manager's Report

NEW BUSINESS:

1. Jack Betterly explained that the attorney was developing a document, which would outline the rules, legalities and responsibilities of board members. This document is being offered to LLCC and other surrounding boards for \$600.00. There is a strong possibility we could get a reduction in our board insurance rate.
2. Jack Betterly suggested that employee reviews have been lax and submitted an employee performance review process for approval and revisions.

A motion was made by Pat Chaussee and seconded by Tom Taylor and passed as follows:

Employee performance review and salary process would be due the first week of July.

- The Dept heads and or general manager will write all employee performance evaluations. The general manager will review and make salary recommendations.
 - The president of the Board of Trustees will write the General Managers evaluation and make the salary recommendation.
 - These will be submitted to the Executive Committee for its approval.
 - The Executive Committee will present the approved salaries (not evaluations) to the board of Trustees
 - The Treasurer will include these salaries into the coming years budget, during the August meeting of the Board of Trustees.
 - These salary actions will all be effective at the beginning of the next fiscal year.
3. Agenda. Sheila has an agenda example from prior general membership meetings.
 4. George Duffin presented the response of attorney to the previous illegal logging on LLCC's green belt in division four. Legal proceedings would be difficult to pursue and success would be doubtful. The complaints of drainage problems resulting from the logging could be address by digging a trench. Keith Smith agreed to supervise and George Duffin will authorize Austin to dig.

B. LIST/REVIEW COMMITMENTS

1. Keith Smith will supervise trench in division 4.
2. George Duffin will
 - a. Look into Lake grant, insurance and report on Nibbler progress
 - b. Report actual rate on workers compensation.
 - c. Give updates on maintenance projects; fence by the trash containers, log barriers in parking lot, signs on new fences, fence by the pump house, yard cleanup and roof over fueling pad. Remove tape from bridge.

ANNOUNCEMENTS:

- a) George Duffin announced that there would be a memorial for Dorothy Moore on Sunday the 27th of October.
- b) George Duffin stated the dates for the Tom & Jerry party is changed to the 15th of December at 5:00 PM.
- c) There was a suggestion by Jack Betterley that a vote to renew covenants be put on next year's general meeting schedule.
- d) October 31st fishing on the lake will close.

ALL MOTIONS PASSED THIS SESSION:

...**Motion** was made by Trustee Norm Harris, seconded by Secretary Pat Chaussee and carried to the Board as follows:

To accept the financial report with the addition of appreciation, for the work of Treasurer Bill McDonald.

Motion was made by Treasurer Bill McDonald and, seconded by Vice President Tom Taylor, and carried by the Board as follows:

Mr Wickens suspension from LLCC golf course will continue until November 23, 2002.

Motion was made by Vice President Tom Taylor, seconded by Treasurer Bill McDonald and carried by the Board as follows:

The dues for lot 269 division 2 would be cut in half providing that the property owner has the county do a property line adjustment combining lots 269 & 270/division 2.

Motion was made by Secretary Pat Chaussee, seconded by Treasurer Bill McDonald and carried by the Board as follows:

To accept the statement of purpose and charter submitted by the Lake/Dam Committee.

Motion was made by Secretary Pat Chaussee, seconded by Vice President Tom Taylor and carried by the Board as follows:

To approve the revised policy on employee evaluations.

MOTION TO CONVENE TO CLOSED SESSION:

Motion made by Vice President Tom Taylor, second by Treasurer Bill McDonald and carried as follows:

To convene to closed session at 12:00.

MEETING RECONVENED AT 12:25

Motion was made by Pat Chaussee, second by Bill McDonald to pass motions made in closed session and carried.

MOTION TO ADJOURN MEETING:

Motion made by Vice President Tom Taylor, seconded by Treasurer Bill McDonald and carried by the Board as follows:

The Board of Trustees adjourned the meeting at 12:35.

Respectfully submitted,
Marianne Koch

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

**LAKE LIMERICK COUNTRY CLUB, INC.
ARCHITECTURAL COMMITTEE MINUTES
October 12, 2002
9:00a.m.**

Chairperson: Tom Taylor

Meeting called to order at: 9:00 am

Members Present: Bern Hadsall, Theresa Taylor, Pat Feist, Lavina Brown, Rey Minger, Jim Nutt, Charmaine Miller, Jack Betterley, Bill McDonald, Chrs Johnansen, Tom Taylor

Guest Present: Charles Alledyll, Tillie Waldron, Greg & Billie Swanson, Gary Gribble, David Southwick, Ray Hubb

Employees attending: George Duffin, Marianne Koch

GUEST BUSINESS:

Permits for those present at the meeting were addressed, and are noted below under permits.

APPROVAL OF MINUTES: September 14, 2002

Motion was made by Jack Betterley

Seconded by Pat Feist

Passed as follows: to accept the minutes as typed with the exception of the following line from past commitments" Jack Betterley bought up that a letter needs to be designed that can be sent out to all lot owners regarding rules applying to renters (i.e. that the owners must buy a pass to allow renters to use facilities, "

Be changed to read as "it was discussed and suggested that a letter be designed"

OLD BUSINESS:

Matters Pending:

<u>DIV/LOT#</u>	<u>MEMBER NAME</u>	<u>PROBLEM</u>
1. 01-139	Wolf	Fence being built without permit, right on property line. Send letter-requesting permit, (Sept. 24 th). Tom Taylor inspected fence in front exceeded 4-ft. limit. Send a second letter.
2. 03-023	Tripp	Unsightly Porta-Potty, with people living in a trailer. Site inspection done by George Duffin, looks bad. Sent letter. Sept. 24 th . Tom Taylor and George reinspected although porta-potty is gone there is still quite abit of trash. Send a second letter.
3. 03-070	Pearson	Derelict vehicle, letter sent Aug. 21 st Letter in response lot to be cleared by end of month renter will be gone. Inspection was done and problem still exists. Send a second letter.
4. 03-103	Gribble	Structure does adhere to permit issued. However there is a question of the height of uncompleted roof. The permit issued allows a variance of total height to be 15 feet (to allow for tree needles) the current construction will have a 15 ft. roof but won't allow a steep pitch. It was decided to allow the 15-ft. but it was agreed by Mr. Gribble and the committee that construction debris would be gone within 30 days. .

5. **03-300 Clogston** Cars parked all over the place and sides of road. Letter sent. Aug. 21st. Send 2nd letter. Inspection required.
6. **04-032 Fredson Homes** Derelict vehicles and trash. Letter sent. Aug. 21st. Send 2nd letter. Needs an inspection and a third letter regarding trailer (cc to Gateway Rentals).
7. **04-036 Hubbs** Derelict vehicles unauthorized shed. 2nd letter sent. Aug. 21st. Send 3rd and final warning. There is a different owner. Mr. Hubbs was present and said he had spoke to the new owner. New letter needs to be sent to the address that he gave the committee. (Mr. Daughtery).
8. **04-167/168 Heigstad** Greenbelt trespass, tree removal, abandoned auto unauthorized shed. Tom Taylor checked out, needs a second letter on the shed.
9. **04-228 Reynolds** Trash, letter sent August 10, 2002, second letter sent September 28. Third letter ready sent January 14th. Final letter with fine sent Apr.22nd. Trash was reported to county. George D. is working with attorney regarding vehicles.
10. **05-024 Churchill** Derelict Vehicle, first letter sent September 28. Second letter sent November 7th. Third letter sent January 14, Claims vehicle gone, need site inspection. George D did site inspection vehicle still there, sent fine letter June 25th. Letter returned address unknown. Sent fine letter to PO Box. Aug. 21st. Needs to be sent to the attny.

PAST COMMITMENTS:

- Renters:

Rey Minger agreed to chair an ad hoc committee, to address communication problems with renters, and will start gathering concerns and questions from other committees and the board.

Upcoming vote to continue architectural committee beyond 2010.

REPORTS

Marianne Koch, regarding dock letters sent on Sept. 24th, new inspection to be done and new letter to be sent out to lot owners, which will detail problems.

Div-3 Lot 200 condemned property, and removal of. The county needs to be notified and a letter is to be sent to the owned explaining his liability in case of accidents.

Div 3 Lot 172 needs to be checked out with the attorney as to the standing of. A new letter needs to be sent to the owners explaining that they have not stood by their agreement.

George Duffin to checked with county as to how much of each lot could be covered with buildings or pavement.

Letter to be sent to lot owners 03-204,205,206 regarding removal of bulldozer parked on street.

NEW BUSINESS

01-025 Villarreal would like to have his dock inspected. We do not inspect docks unless there is a complaint issued. Permit was adhered to so there is no complaint.

Kanzier letter, requesting that Lake Limerick requiring all contractors to provide restroom facilities for construction workers on the building site. This was discussed and it was

suggested that a stamp be made up. That could be stamped on new construction where there are over 3 construction workers, stating county regulations. Which are that there must be restroom facilities provided for the workers.

Mary Lou letter, requesting clarifications on timelines for living at campsites, and sanitation requirements. The time limit is defined in the covenants, Sheila to provide copy of.

Letter requesting continuation and follow-up on temporary structures.

APPLICATIONS: The following applications were submitted for approval:

<u>DIV/LOT#</u>	<u>MEMBER NAME</u>	<u>WORK REQUESTED</u>	<u>PERMIT#</u>	<u>PAID</u>
02-005	Albedyll	RV Garage	2001	15.00
02-021	Bisser	Fence	2005	15.00
02-063	Nichols	Portable boat shed	2002	15.00
02-201	Southwick	Portable carport	2000	15.00
02-275	4Broz	Carport	1962	n/a
03-213	Triplett	Shed	2003	15.00
03-316	Burpee	Residence	1963	35.00
04-011	Carl	Fence	2004	15.00
04-044	Harris	Residence	2006	35.00
04-183	Jarvis	Roof over deck	done	paid
04-193	Swanson	Garage	1999	15.00
04-205	Waldron	Carport	ok	ok

NEW COMPLAINTS:

<u>DIV/LOT#</u>	<u>MEMBER NAME</u>	<u>PROBLEM</u>
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COMMENTS:

MOTION TO ADJOURN:

A motion was made by Jack Betterly
Second by Theresa Taylor

To adjourn at 11:20

These minutes have not been approved by the architectural committee, but have been submitted for approval, by Marianne Koch secretary.

Also suggested would be for Mr. Minger to contact Lake Cushman association to see how the address renters.

NEW BUSINESS

Report on Board member responsibilities and liabilities. Discussion was held as to purchasing a report, which outlines rules, laws, obligations, and restrictions for the Board of Trustees. Purchase was agreed to but to be kept in the office.

Chuck Hancuff letter explaining missed meetings, and requesting excused absence.

Tax Exemption letter.

Discussion was held on concerns with the possibilities of losing tax-exempt status, It was decided that a fuller description of the 4% outside revenue was needed. Suggested was a list of function, which could be listed as in house. Possible revenue areas needing attention are the pro shop merchandize and food sales.

Payroll draws,

It was decided that the existing policy would enforce. Which is as follows:
Payroll draws are discouraged and there will be no more that one draw granted per month. All draw requests must be submitted in writing to the office manage three business days prior to receipt of the draw. Both the employee's immediate supervisor and the president of LLCC must approve the request. No draw may exceed the earned remuneration as of the date of the request.

Communications a letter was discussed from Nan Cornell in regards to the water drainage problem on the 9th hole. It was decided that a clear picture of what property lines were involved and a visual check on what is actual causing the problems (not enough drainage area on the properties, etc.) George would look into the county culvert. Jack Betterly would be contacting the Cornells.

Work force, Discussion was held as to how to best utilize the winter work force. George said that he would be moving Austin to Saturday, to help set up for banquets and supplement the water dept. It was decided that Kirk needs to get a list of projects to George so that he can determine the work force needed and where to use the employees.

Motion was made to convene to closed session at 8:40 p.m.

Motion was made to reconvene to open session at: _____

Motions made in closed session.

Motion was made and carried to adjourn meeting at _____

Respectfully submitted,
Marianne Koch, secretary