



**LAKE LIMERICK COUNTRY CLUB  
BOARD OF DIRECTORS  
MINUTES  
February 19, 2011**

**1. ROLL CALL:**

President Esther Springer-Johannesen, Vice President Tom Taylor, Treasurer Bill McDonald, Secretary Dave Kohler, Directors, Lee Dormuth, Dick Sirokman, Carolyn Parker, Brian Smith and Water Chair Nan Stricklin. Sharon Hadsall is excused.

**2. APPROVAL OF PREVIOUS MINUTES -**

A Motion was made by Bill McDonald, seconded by Dick Sirokman and passed with no nays as follows:

To approve the minutes of January 15, 2011 with the following change: Consent Agenda Item C. states, "Esther clarified that the landscaper would come in at the beginning of the season...", it should read, "Esther suggested that the landscaper would come in at the beginning of the season..."

**3. FINANCIAL REPORT –Treasurer Bill McDonald**

- Review of Cash Flow Report
- Bill reviewed the capital expenses to date and stated that all new projects should be scheduled for later in the year giving the capital reserves time to rebuild.
- Bill reviewed the collections results that have been achieved by Bonnie Preston, our new part time collections employee.

A Motion was made by Brian Smith, seconded by Dick Sirokman and passed with no nays as follows:

To approve the financial report for January 2011 as presented.

**4. GUESTS FROM THE FLOOR REQUESTS TO BE ADDED TO THE AGENDA**

- A. Dave Kohler requested we correct the McCaslin fine motion from the January Minutes as the fine amount was incorrect.

**5. CONSENT AGENDA**

Discussion was had on the following items:

- A. Lake Dam Motion #1 Contracted Park Maintenance, was pulled from the consent agenda for discussion. The contract as presented does not include picking up trash, cleaning restrooms, the Inn grounds, or Olde Lyme Park. It was recommended that Olde Lyme Park be added to the contract on a once per month basis.

A Motion was made by Dave Kohler, seconded by Bill McDonald and passed with no nays as follows:

To accept the bid from Pro Services for park maintenance, to include Olde Lyme Park and not to exceed \$3750.00.

- B. Lake Dam Motion #2, Swim Float, was pulled from the consent agenda for discussion. Bids were reviewed from both Kappert and Kimber Construction.

A Motion was made by Dave Kohler, seconded Brian Smith and passed with no nays as follows:

To accept the bid from Kappert for the amount of \$9,000.00 plus tax and permits, to be scheduled for delivery in mid June upon approval from the Lake Limerick Architectural Committee.

- C. Architectural Committee Motion #2 was pulled for discussion under Action Items.

A Motion was made by Dave Kohler, seconded by Brian Smith and passed with no nays as follows:

To approve the consent agenda, less the Architectural Motion and the Lake Dam Motions #1 and #2, and to acknowledge the approval of all the minutes, including Architectural Committee minutes.

## 6. OLD BUSINESS

- A. Member Request to inform community of Adage Biomass Plant  
Warren Hoffman, Division 2, Lot 219 and Fran Prescott, Division 2, Lot 228 presented the Board with Adage informational materials. Their request to the board is the use of the great hall for a community informational meeting; the meeting will be for Lake Limerick members only.

The board gave preliminary approval to use the hall; final approval will be made upon advice from our attorney. The flyers announcing the meeting will be approved by the board prior to distribution. The flyers will be mailed to members by the office staff, however all the costs for the flyers and postage will be paid for by the group requesting the information meeting.

- B. Minutes from January meeting indicated that the McCaslin fine was for \$600.00, it was actually for \$100.00.

A motion was made Dick Sirokman, seconded by Tom Taylor and passed with no nays as follows:  
To amend the motion made to reflect the fine as \$100.00, not \$600.00.

- C. It is noted in these minutes that Brian Drake has cleaned up his lot, so the \$1,000.00 fine will not be assessed.

## 7. NEW BUSINESS

- A. Architectural Fine Recommendation for 05-004, Carlstrom

A motion was made by Dave Kohler, seconded by Lee Dormuth, and passed with no nays as follows:  
To accept the recommendation from the Architectural Committee to fine Division 05, Lot 004 \$600.00.

Carolyn Parker stated that if we are going to assess the fine on Division 5, Lot 004 for living in a trailer then any other persons doing the same should also be fined. The board stated that this fine stemmed from a written complaint, and if she knows of a circumstance that is like this one she should submit a written complaint. After more discussion the following motion was made:

A motion as made by Dick Sirokman, seconded by Bill McDonald and passed with no nays as follows:  
The Board of Directors is hereby filing a formal complaint against Rod Peterson, Division 3, Lot 156.

- B. Lake Treatment,

A preliminary contact with Harry Gibbons was made by Maintenance, who was instructed by Tom Taylor. Sheila Hedlund composed a financial history sheet to determine whether Lake Limerick should do an in house lake treatment or hire a contractor. The Lake/Dam Committee will work with Harry Gibbons on details and make the final recommendation to the board regarding whether the work should be done by a contractor.

- C. Dave Kohler presented resolutions for both the Nominating and Election Committees for approval.

A motion was made Dave Kohler, seconded by Brian Smith and passed with no nays as follows:  
To accept the Nominating Committee Resolution 2011-01 and the Election Committee Resolution 2011-02 as presented.

## 8. OTHER BUSINESS

- A. Nominating Committee

Clara Robinson reported that she has 4 Board candidates, John Rizzo, George Blevins, Marlo Sulpizio-Brown, and Donny Foster, and one candidate for the Water Committee Don Bird. Clara would like 3 or 4 more candidates for the board and at least one more individual for the water committee. If you have any recommendations please present them to Clara.

Clara will be out of town on Candidate's Night, Nan Stricklin has volunteered to introduce the candidates.

- B. Election Committee Chair Appointment

Esther recommended we appoint Gayle Wilcox as Election Committee Chair; she has worked with the past Chair Marilyn Feist for many years, and has at times taken over when Marilyn was out of town.

It was recommended that a new procedure be introduced when tallying the votes the day prior to the elections, when each group of two people count their share of the ballots their tallies will be sealed in an envelope and not opened until the day of the election, this way no one has access to the final total for that day, this will be implemented to keep results confidential until the end of the Annual Meeting when election results are announced to the membership.

A motion was made by Dick Sirokman, seconded by Tom Taylor and passed as follows with Dave Kohler and Brian Smith opposing:

To Appoint Gayle Wilcox as the Election Committee Chairperson.

## **9. ACTION ITEM REVIEW**

### **A. Planning Committee Project Approval Process**

It was determined that the planning committee would be responsible for any projects that are not done by a committee. All projects should use the Project Planning Sheets to track their progress and costs for presentation to the board.

A motion was made by Dick Sirokman, Seconded by Dave Kohler and passed with no nays as follows:

To approve the Planning Committee Project Approval Procedures manual.

### **B. Rental Regulations**

This was sent to the Board once again by the Architectural Committee as they see it as a good idea to control the rentals in our area. The Board had been holding the resolution until the 2010 project was completed. Now that it is done they have begun to review the regulations and it will take some time to clarify the many gray areas in the resolution.

### **C. Reader Board Research**

Dick Sirokman and Larry have been researching this project and will be recommending Stewart Signs later this year should the funds be available to complete the project.

### **D. 401k Research**

Bill McDonald's research proved that a 401k program is not suitable for our company as the administration fees are high. He has been working with the credit union on individual IRA's for employees. More research is needed, but Bill will have a recommendation ready for the next budget cycle.

### **E. Architectural Guide Line Changes, will be discussed at the March Meeting**

### **F. Maintenance Job Description, will be discussed at the March Meeting**

### **G. Review of Golf Rules, Tom Taylor would like to work with the new superintendent and the pro on this, will be discussed at the May meeting**

### **H. Source of record documents, the goal here is to have all LLCC documents inventoried, categorized and available electronically on the website in PDF format. The original source of record for each document will be kept in MS Word to facilitate future updates.**

### **I. Additions to the Action Item List - None**

## **10. ANNOUNCEMENTS**

### **A. February 20, Bunco**

### **B. March 17, St. Patrick's Day Dinner**

### **C. March 19, Next BOD Meeting**

### **D. March 24, Free Family Night Bingo, \*Please note this has been changed as the usual date of this function falls on St. Patrick's Day**

## **11. MOTION TO CONVENE TO CLOSED SESSION**

A Motion was made by Dick Sirokman, seconded by Bill McDonald and passed with no nays as follows:

To convene a closed session.

**12. CLOSED SESSION**

Legal and Personnel matters.

**13. MOTION TO RECONVENE TO OPEN SESSION**

A Motion was made by Dick Sirokman, seconded by Tom Taylor and passed with no nays as follows:  
To reconvene to open session.

**14. ACTION ON CLOSED SESSION MOTIONS**

A Motion was made by Tom Taylor, seconded by Bill McDonald and passed with no nays as follows:  
To accept all motions made in closed session.

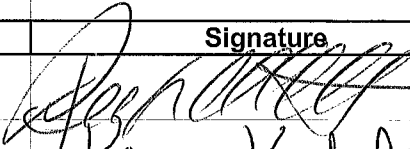
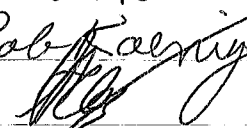

**15. MOTION TO ADJOURN MEETING**

A Motion was made by Dick Sirokman, seconded by Lee Dormuth and passed with no nays as follows:  
To adjourn the meeting at 11:55 a.m.

Respectfully Submitted by: Sheila Hedlund

BOARD OF DIRECTORS MEETING

February 19, 2011

Division/Lot #	Printed Name	Signature
1	JIM NYFT 5/124	
2	Karen Kohler 1-41	Karen Kohler
3	Rob & Georgia Kaenig 3-152	Rob Kaenig
4	SCOTT Carey	
5	1-17 LINDA SMITH	Linda Smith
6	PATRICIA VANDEHEY	Patricia Vandehy
7	Tomy Paradise	Tomy Paradise
8	2/219 WARREN HOFFMAN	Warren Hoffman
9	Fran Parent 180 E. Main Memorial Way	Fran Parent
10	Clara Robinson 731 E. Ballantyne	Clara Robinson
11	CHRIS Johnson 2-127	
12	Dave Taylor 2-252	
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**LAKE LIMERICK COUNTRY CLUB, INC.**

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**JANUARY 2011  
FINANCIAL RECAP**

	<b>2011</b>	<b>2010</b>		
Cash In Bank Admin	\$ 38,448.47	\$ 77,205.54		
Cash In Bank Water	\$ 56,223.47	\$ 222,875.92		
Reserves Admin	\$ 29,107.20	\$ 116,476.40		
Reserves Lake Mgmt	\$ 32,468.74	\$ 28,724.33		
Reserves Water	\$ 87,411.28	\$ 94,302.08		
Reserves Water Meter	\$ 84,506.70	\$ 20,001.82		
	<b>Jan-11</b>	<b>Jan-10</b>	<b>YTD</b>	<b>YTD vs Budget</b>
Revenue Admin	\$ 67,640.00	\$ 68,672.04	\$ 267,746.00	\$ 266,187.18
Gr Revenue Sales	\$ 58,530.86	\$ 50,333.31	\$ 227,002.15	\$ 268,145.00
<b>Net Income</b>	<b>\$ 126,170.86</b>	<b>\$ 119,005.35</b>	<b>\$ 494,748.15</b>	<b>\$ 534,332.18</b>
Direct Costs	\$ 8,531.58	\$ 11,375.49	\$ 45,956.02	\$ 49,714.00
<b>Gross Profit</b>	<b>\$ 117,639.28</b>	<b>\$ 107,629.86</b>	<b>\$ 448,792.13</b>	<b>\$ 484,618.18</b>
Expenses	\$ 97,350.47	\$ 97,918.89	\$ 414,113.34	\$ 467,615.46
<b>Operating Profit</b>	<b>\$ 20,288.81</b>	<b>\$ 9,710.97</b>	<b>\$ 34,678.79</b>	<b>\$ 17,002.72</b>
Other Income/Expense	\$ 2,904.39	\$ 1,000.45	\$ (4,644.39)	\$ 8,451.00
<b>Net Profit</b>	<b>\$ 23,193.20</b>	<b>\$ 10,711.42</b>	<b>\$ 30,034.40</b>	<b>\$ 25,453.72</b>
<b>GOLF</b>	<b>\$ (19,811.39)</b>	<b>\$ (20,960.37)</b>	<b>\$ (81,407.08)</b>	<b>\$ (74,615.63)</b>
Café	\$ (4,874.66)	\$ (7,543.01)	\$ (17,444.63)	\$ (10,481.36)
Green	\$ (11,496.05)	\$ (13,117.95)	\$ (53,025.75)	\$ (51,280.27)
Pro Shop	\$ (3,440.68)	\$ (299.41)	\$ (10,936.70)	\$ (12,854.00)
<b>INN</b>	<b>\$ (15,602.32)</b>	<b>\$ (13,077.28)</b>	<b>\$ (30,443.60)</b>	<b>\$ (23,108.36)</b>
Receivables over 90 Days:	\$ 268,796.52	There are 67 Legal accounts @:	\$	185,842.57

**CONSENT AGENDA**  
**February 19, 2011**

**WATER COMMITTEE:**

A motion was made by Jim Devlin, seconded by Mark Franklin and passed with no nays as follows:

To pay an equal share (1/3) of the purchase of the Kubota Tractor with seven attachments, and trailer.

**LAKE/DAM COMMITTEE:**

Motion #1: I move that we recommend consideration of contracting out park maintenance of the 6 areas noted on the attached bid from Pro Services. Motion made by Kathlyn Linke and seconded by Kelly Evans. Motion carried. (Brian will bring a copy of the bid to the BOD meeting in February.)

Motion #2: I move that the Lake/Dam Committee recommends we hire/accept Kappert's bid of \$9000 to replace the swim float in front of the Inn. Motion made by Dorothy Powter, and seconded by Kelly Evans. Motion carried.

Motion #3: I move that we authorize the Fishing Derby prize budget of \$400 for the raffle and \$300 for the cash prizes over two categories as before. Motion made by Dave Kohler, and seconded by Linda Smith. Motion carried.

**GREENS COMMITTEE:**

An involved discussion was held in regards to need for hiring a new Greens Superintendent as opposed to using the available staff we have and a motion was made and passed that we continue to search for a Greens Superintendent. We currently have two applicants what are available to interview and a committee will be appointed to interview these applicants.

**INN COMMITTEE:**

Barb Dennis, Maggie President brought in a proposal for approval by the Inn Committee to purchase 12-60 inch round tables for the Great Hall for weddings, banquets, etc. to be paid for by the Magpies. The cost for 12 would be \$1599. They would be stored on a rolling cart and be rolled onto the deck or storage shed if long tables were needed for a certain function.

It was discussed and a motion was made by 1st: Nancy Dunnington and 2nd by Rhonda Mayner, to accept the proposal.

Jack Sirokman made a motion to accept Janice Vocke as a new member.

**YOUTH COMMITTEE:** No Meeting

**ARCHITECTURAL COMMITTEE:**

Lumsden 02-044 – JN has checked the property and let the county know that nothing has been done to comply with the county. JN will give county records to Nan Stricklin of the Water Committee to present to the Board for action. Chris made motion that a Non-compliance letter to be sent referring to lack of grading permit, dumping on Greenbelt. Lisa 2<sup>nd</sup> – motion passed.

Chris also asked about the 3-strike resolution suggested by Rob Wilson-Hoss, LLCC attorney last year. Jim had copy of the resolution with him.

Chris made motion that resolution be presented to the BoD for passage, Lisa seconded, motion passed. Jim will ask Sheila for clean copy.

**EXECUTIVE COMMITTEE:** No Motions

**PLANNING COMMITTEE:** No Motions

**HEARING COMMITTEE:**

We recommend to the LLCC BOD that the \$100 and \$500 fines against Ron Dickinson regarding his property at 81 Cromarty Ct. E. be removed pursuant to no more complaints regarding said property. Motion made by Dale Haughian and seconded by Dave Taylor. Motion carried.

Lake Limerick Country Club, Inc.  
Board of Directors Action List - Current Items

Item No	Action Item	Assigned To	Due Date	Close Date	Status	Comments
2010_0918_02	Rental Regulations - Draft from Attorney for review by BOD	BOD	03/19/2011		Open	Packet were re-distributed to BOD members for review at March Meeting Research has been completed and the recommended location and vendors have been determined, this project will be completed upon funds availability
2010_1218_01	Reader Board Research Cost and Locations Guideline changes as per BOD motion 9/18/10 ~ change shed size, assure dock guidelines are from 2005, add "tent" to Septic Rules, correct the table of contents, and change document name to read "ARCHITECTURAL COMMITTEE GUIDELINES"	Dick Sirokman & Larry Duvall	03/19/2011		Open	Sheila has inserted the changes, Dave Kohler has reviewed it and has recommended that we send it to the Arch Committee for review, Jackie has sent a draft for proofing to Dave Kohler STILL A WORK IN PROGRESS
2010_0918_01	Maintenance Job Description	Esther	03/19/2011		Open	Esther is working on this
2010_0911_03	organize an electronic filing system for the Club's "source of record" documents. Dave will work with Sheila to locate and catalog all	Dave Kohler	03/19/2011		Open	updated and supplied to Dave on September 24, 2010, Sheila will continue to work on the list, (filling in blanks)
2010_1016_02	Delinquent Accounts	Sharon Hadsall and Sheila Hedlund	04/16/2011		Open	Bonnie Preston has accepted the part time collections position. Sharon will review progress when she returns in April. Rules information gathered, a comprehensive document needs to be formatted and submitted to the Board for approval. Tom will be working with the Pro and new superintendent on this project
2010_0619_06	Review Golf Rules and update as need for annual membership guidelines	Tom Taylor	05/21/2011		Open	Tabled till next year's budget
2010_0717_04	Draft General Manager job description	Esther and Dave	05/21/2011		Open	Bill has gathered the information on this and will present it at the February Meeting. Upon Recommendation from the Atty this document will be held for one year ~ Leave on action item report until July 2011 for another review by BOD.
2010_0804_02	Research 401K Options	Treasurer	05/21/2011		Open	
2010_0619_05	File the Capital Planning Committee resolution with the County after a number is assigned	Sheila	07/31/2011		Open	