



**LAKE LIMERICK COUNTRY CLUB  
BOARD OF DIRECTORS  
MINUTES  
April 16, 2011**

**1. ROLL CALL:**

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

**2. APPROVAL OF PREVIOUS MINUTES -**

A Motion was made by Dick Sirokman, seconded by Carolyn Parker and passed with no nays as follows:  
To approve the minutes of March 19, 2011 as written.

**3. FINANCIAL REPORT – Interim Treasurer Dick Sirokman**

Review of Cash flow and Delinquencies.

Dave Kohler noted that budget trending should be considered in future budget years.

A Motion was made by Sharon Hadsall, seconded by Dave Kohler and passed with no nays as follows:  
To approve the financial report for March 2011 as presented.

**4. GUESTS FROM THE FLOOR ~ None**

**5. CONSENT AGENDA**

Discussion was had on the following items:

A. The water motion to pay for the refresher course for Steve Wheaton, should read \$112.50 not \$112.00.

B. The Executive Motion should read : To accept a quit claim deed for the properties at Division 3, Lots 223 and 224 to avoid any further legal fees.

C. It was noted that there was a Planning Meeting held in March, although only one member attended.

A Motion was made by Dave Kohler, seconded by Dick Sirokman and passed with no nays as follows:  
To approve the consent agenda as noted above, and to acknowledge the approval of all the minutes, including Architectural Committee minutes

**6. OLD BUSINESS**

**A. Parking Lot Lights**

At the March BOD meeting it was requested that the bid from Hometown Electric be held until we checked with the PUD regarding them owning and maintaining the lights, the response from them was that they do not install their poles and/or lights on private property. Carolyn Parker suggested the electrician who installed the wiring for the lounge televisions, he owns a lift truck, where as Hometown would have to rent one to repair and maintain the lights. John Torkelson asked that he be given a few days to look into the matter prior to acceptance of any other bids.

A motion was made by Dick Sirokman, seconded by Tom Taylor

To have the parking lot lights replaced/repared and inspected upon receipt of a second bid using the lowest bidder.

The motion was withdrawn and the matter tabled until next meeting so more research can be done.

B. Trade in car for small trucks

The first proposal submitted by Tom Taylor was to trade in the 2004 Hyundai, the two 1990 Chevrolet S-10's, and the 1994 Chevrolet WT Water Truck, to purchase two Ford Rangers for \$34,900.00, or \$590.00 per month in payments. This proposal was rejected by the Water Committee.

The second proposal was to trade in the Hyundai and one of the S-10 pickups for one Ford Ranger at the price of \$15,200.00 for use by the golf, maintenance and administration.

After discussion, it was decided to keep the Hyundai, and trade in the S-10s.

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

To trade in the two small S-10 pickups, and replace them with a small maintenance truck not to exceed \$20,000.00 including tax and licensing, with a small amount down payment and a five year loan.

C. Pole Barn Extension

The original estimate for doing the extension in house was for \$4,295, this was for materials only. A second bid was received from All Purpose Structures, (the original builder of the pole barn) for \$6,700.00 which includes, engineering, permits, materials and construction. The plans and bids will be reviewed by the Planning Committee and submitted to the Architectural Committee prior to any final decisions from the BOD.

D. The Security Fence at the pro shop has been completed. We may have to install some barbed wire fencing on the low side of the fencing for added security. The golf carts can now be moved back to the pro shop.

E. The motion made at the March BOD meeting appointing Lee Dormuth to fill the vacated position left by Bill McDonald needs to clarify the time line of the appointment.

A motion was made by Dick Sirokman, seconded by Carolyn Parker and passed with four ayes, two nays from Brian Smith and Dave Kohler, and Sharon Hadsall Abstained:

The motion was made to clarify the motion made at the March 19, 2011 meeting appointing Lee Dormuth to fill the position left by Bill McDonald, this motion reflects that the appointment is effective once the new Board of Directors convenes on April 16, 2011.

## 7. NEW BUSINESS

A. Tennis Court Fencing

A Bid has been received to repair the fencing surrounding the tennis courts. To repair just the beach side of the fencing will cost \$3200.00, to repair three sides of the fencing, (the street side, the parking lot side, and the beach side) will cost approximately \$5,300.00. These quotes will be forwarded to the Planning Committee for review and budgeting.

## 8. OTHER BUSINESS

A. Planning/Maintenance Committee

A proposal to combine the Planning and Maintenance Committees was brought to the board by Tom Taylor, Dave Taylor and Dick Sirokman. After discussion as to what projects would need to go through the committee, and the assurance that daily maintenance issues will be dealt with as needed, it was decided that the committees should be combined as the Maintenance/Planning Committee. The Planning Committee Resolution will be forwarded to Tom, Dave and Dick for review and updating to accommodate the functions of the combined committees.

B. Number 6 Green Capital Project

It was asked if we are still in line to complete this project this fiscal year, it was reported that the project has been postponed until next spring.

C. Dave Kohler asked members to consider any Lake Limerick owned locations where the lake dredging residue can be deposited as this would save a considerable amount of money on the overall project.

D. It was reported that some "tagging" of LLCC signs has been done between Clonakilty Drive and the fire department on Mason Lake Road.

- E. Dave Taylor reported that the E-News List is at 50 members.
- F. Dave Taylor also reported that he has created a sub committee of six to research the upgrade and/or replacement of the cart sheds.

**9. ACTION ITEM REVIEW**

No action items were added, following items were discussed and/or closed:

- A. The Rental Regulations, it was agreed by all members attending that this is a good idea, although there are many questions and concerns that need to be addressed prior to finalization of this policy. Esther will bring up the subject for consideration at the Annual Meeting this afternoon.
- B. The Employee Leave with out pay policy was approved, and will be added to the employee handbook. All employees will get a copy of the new policy. This matter is now closed.
- C. The projects vs maintenance policy was presented and approved. This policy will now be included in Committee Chair and new BOD member handbooks so they are aware of the policies. This matter is now closed.

**10. ANNOUNCEMENTS**

- A. April 16, Annual Meeting, 2:00 pm.
- B. April 16, Magpie's Bake Sale, Noon
- C. April 21, Free Family Night Bingo
- D. April 23, Easter Egg Hunt, 11:00 a.m.
- E. April 24, Easter Brunch/Dinner, 10:00 a.m.
- F. April 30, Fishing Derby
- G. May 4, Wednesday Night Dinners Begin
- H. May 8, Mother's Day Brunch
- I. May 19, Free Family Night Bingo
- J. May 21, Next BOD Meeting, (need to move meeting to Pro Shop?)
- K. May 21, Magpies Fashion Show
- L. May 29, Bunco

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

A Motion was made by Tom Taylor, seconded by Dave Kohler and passed with no nays as follows:  
To convene a closed session

**12. CLOSED SESSION**

Legal matters.

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

A Motion was made by Dave Kohler, seconded by Brian Smith and passed with no nays as follows:  
To reconvene to open session

**14. ACTION ON CLOSED SESSION MOTIONS**

15. A Motion was made by Dave Kohler, seconded by Brian Smith and passed with no nays as follows:  
To accept the motion made in closed session regarding the write off of bad debts.

**16. MOTION TO ADJOURN MEETING**

A Motion was made by Dave Kohler, seconded by Brian Smith and passed with no nays as follows:  
To adjourn the meeting at 11:17 a.m.

Respectfully Submitted by: Sheila Hedlund

BOARD OF DIRECTORS MEETING

April 16, 2011

Division/Lot #	Printed Name	Signature
1 1-41	Karen Kohler	Karen Kohler
2 2-252	DAVID TAYLOR	David Taylor
3 1-34	JOHN TORRES	John Torres
4 3-152	GEORGIA KOENIG	gek
5 3-152	Rob Koeing	
6 3-70	JIM DEULIN	James F. Deulin
7 5-124	JIM NEIT	Jim Neit
8 3-111	PHYLLIS ANTONSEN	P. Antonson
9 2-129	CYRIS JOHANNESSEN	Claris Johannesen

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COUNTRY CLUB

**LAKE LIMERICK COUNTRY CLUB, INC.**

790 East Saint Andrews Drive, Shelton, WA 98584

Phone (360) 426-3581, Fax (360) 426-8922, e-mail lakelim@hctc.com

**MARCH 2011  
FINANCIAL RECAP**

	<b>2011</b>		<b>2010</b>		
Cash In Bank Admin	\$ 18,740.63	\$	21,630.19		
Cash In Bank Water	\$ 66,210.80	\$	254,334.62		
Reserves Admin	\$ 23,626.65	\$	80,832.39		
Reserves Lake Mgmt	\$ 35,750.14	\$	32,005.34		
Reserves Water	\$ 87,584.74	\$	84,548.71		
Reserves Water Meter	\$ 96,199.76	\$	27,877.98		
	<b>Mar-11</b>		<b>Mar-10</b>	<b>YTD</b>	<b>YTD vs Budget</b>
Revenue Admin	\$ 66,960.00	\$	65,830.00	\$ 400,102.05	\$ 399,316.02
Gross Revenue Sales	\$ 90,007.76	\$	89,435.76	\$ 359,058.51	\$ 460,119.50
Net Income	\$ 156,967.76	\$	155,265.76	\$ 759,160.56	\$ 859,435.52
Direct Costs	\$ 17,295.39	\$	13,624.68	\$ 75,412.70	\$ 74,593.00
Gross Profit	\$ 139,672.37	\$	141,641.08	\$ 683,747.86	\$ 784,842.52
Expenses	\$ 110,547.01	\$	151,642.30	\$ 618,053.84	\$ 700,700.52
Operating Profit	\$ 29,125.36	\$	(10,001.22)	\$ 65,694.02	\$ 84,142.00
Other Income/Expense	\$ 1,188.56	\$	442.80	\$ (266.89)	\$ 12,662.00
<b>Net Profit</b>	<b>\$ 30,313.92</b>	<b>\$</b>	<b>(9,558.42)</b>	<b>\$ 65,427.13</b>	<b>\$ 96,804.00</b>
<b>GOLF</b>	<b>\$ 1,469.49</b>	<b>\$</b>	<b>(23,252.21)</b>	<b>\$ (95,465.68)</b>	<b>\$ (58,303.79)</b>
Café	\$ (3,566.30)	\$	(7,041.65)	\$ (23,858.76)	\$ (16,268.02)
Green	\$ 10,103.38	\$	(9,632.19)	\$ (53,271.26)	\$ (20,600.77)
Pro Shop	\$ (5,067.59)	\$	(6,578.37)	\$ (18,335.66)	\$ (21,435.00)
<b>INN</b>	<b>\$ (9,732.49)</b>	<b>\$</b>	<b>(11,533.73)</b>	<b>\$ (53,902.89)</b>	<b>\$ (34,656.52)</b>
Receivables over 90 Days:	\$ 248,341.43	There are 61 Legal accounts @:		\$	183,084.32

## CONSENT AGENDA

April 16, 2011

### **WATER COMMITTEE:**

**A motion** was made by Jim Devlin, seconded by Rob Koenig and passed with no nays as follows:

The Water Committee chooses not to participate with the combined purchases of water and greens trucks.

**A motion** was made by Bill Hadsall, seconded by Rob Koenig and passed with no nays as follows:

The water committee will pay the \$112.00 for Steve's refresher course.

**A motion** was made by Rob Koenig, seconded by Bill Hadsall, and passed with no nays as follows:

To grant the one time forgiveness to Brian Bailey, Division 3, Lot 471, due to a water line break in the amount of \$174.00 for excess usage, and \$4.01 for late fees.

**LAKE/DAM COMMITTEE:** No Motions

**GREENS COMMITTEE:** No Motions

### **INN COMMITTEE:**

**Easter Brunch:** Clint plans to have a Continental breakfast with:

Juices, Pastries-Cinnamon Rolls, Danish, Bagels w/Spreads and Fresh fruit salad. Entrees include: Eggs Benedict, Omelet w/Smoked Salmon and cream cheese, Omelet w/ Ham & Cheese, Cheese Blintzes-Strawberry Sauce, Grilled Trout or Ribeye Steak and eggs. This menu will be served from 10:00-2:00.

From 2:00 PM to Closing another menu will be served which will include: Fruit Salads a Starch (Potato or Pasta), Salad, Vegetable, and Salads. Entrees include: Lamb Rack, Halibut Oscar, Broiled Ribeye, Shrimp Louie, or Smoked Pork Chops.

MOTION TO ACCEPT THIS MENU was made by Sharon Hadsall and 2<sup>nd</sup> by Deanna Query.

**YOUTH COMMITTEE:** No Meeting

**ARCHITECTURAL COMMITTEE:** No minutes as of 4/15/11, 12:42 p.m.

### **EXECUTIVE COMMITTEE:**

A motion was made by Dave Kohler, seconded by Tom Taylor and passed with no nays as follows:

To accept a quick claim deed for the properties to avoid any further legal fees.

**PLANNING COMMITTEE:** No Meeting

**HEARING COMMITTEE:** No Meeting

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	05/21/2011		Open	Packet were re-distributed to BOD members for review -Esther was going to give the membership the opportunity to respond to this proposal at the Annual meeting today (4/16/11)
2010_0918_01	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"	Dave Kohler Tom Taylor Jackie Ross Jim Nutt	05/21/2011		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_0804_01	Maintenance Job Description	Esther	05/21/2011		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 "source of record" documents. It should be noted that "source of record" documents will be in MS Word format and only converted to PDF for the Club's website.	Dave Kohler	05/21/2011		Open	The list of "source of record" documents was updated and supplied to Dave on September 24, 2010, Sheila will continue to work on the list, (filling in blanks)
2011_0305_03	Employee Leaves	Sheila	04/16/2011	04/16/2011	closed	Handbook was updated to read as follows: After all Paid Leave has been used, LLCC will consider an employee's unpaid leave request, subject to business needs. LLCC must maintain adequate staffing of all departments at all times; therefore, any leave must be scheduled in advance with the prior written approval of the employee's manager or immediate supervisor. If the unpaid leave is due to an employee's illness, the same rules for paid sick leave will be applied.
2011_0305_04	Projects versus Maintenance	Sheila	04/16/2011	04/16/2011	closed	Sheila will be asked to review and document current practices as a starting point for the development of a schedule of authorities ~ the Purchase order procedures were updated, reviewed and approved, this policy and cash receipts policies will be added to future BOD handbooks and to committee chairs.

Lake Limerick Country Club, Inc.  
Board of Directors A 1 List - Current Items

Item No	Action Item	Assigned To	Due Date	Close Date	Status	Comments
2011_0305_05	Division 2, Lot 103 Drainage	Tom Taylor	05/21/2011		Open	Tom will request bids for the drainage mitigation ~ Holding For title ~ Title rec'd 4/20/11
2010_0619_06	Review Golf Rules and update as need for annual membership guidelines	Tom Taylor	05/21/2011		Open	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_0717_04	Draft General Manager job description	Esther and Dave	05/21/2011		Open	Tabled till next year's budget
2010 1218 01	Reader Board Research Cost and Locations	Dick Sirokman & Larry Duvall	07/16/2011		Open	Research has been completed and the recommended location and vendors have been determined, this project will be completed upon funds availability
2010_0619_05	File the Capital Planning Committee resolution with the County after a number is assigned	Dick Sirokman, Dave Taylor and Tom Taylor	07/31/2011		Open	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. APRIL 16th Resolution sent to committee to amend for the revised committee "Maintenance/Planning"



LAKE LIMERICK COUNTRY CLUB, INC.  
BOARD OF TRUSTEES  
ELECTION OF OFFICERS  
April 16 2011

The meeting was called to order by Esther Springer-Johannesen at 3:33 p.m.

Members attending were:

John Rizzo , Lee Dormuth, Dick Sirokman, Tom Taylor, Esther Springer-Johannesen, Tony Paradise, Sharon Hadsall, and Carolyn Parker. Penny Cory was excused.

The purpose for this meeting was to elect officers, no other business was conducted.

**Nominations were open for the position of President.**

A motion was made by Dick Sirokman, and seconded by Tony Paradise to nominate Esther Springer-Johannesen for President

A motion was made by Dick Sirokman, and seconded by Tom Taylor and passed as follows:  
To close the nominations

Esther Springer-Johannesen was elected President by acclamation, it was passed unanimously.

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**Nominations were open for the position of Vice President.**

A motion was made by Esther Springer-Johannesen, and seconded by Dick Sirokman to nominate Tom Taylor for Vice President

A motion was made by Dick Sirokman, and seconded by Sharon Hadsall and passed as follows:  
To close the nominations

Tom Taylor was elected Vice President by acclamation, it was passed unanimously.

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**Nominations were open for the position of Treasurer.**

A motion was made by Tom Taylor, and seconded by Sharon Hadsall to nominate Dick Sirokman for Treasurer

A motion was made by Esther Springer-Johannesen, and seconded by John Rizzo and passed as follows:  
To close the nominations

Dick Sirokman was elected Treasurer by acclamation, it was passed unanimously.

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**Nominations were open for the position of Secretary.**

A motion was made by Carolyn Parker, and seconded by Tom Taylor to nominate Sharon Hadsall for Secretary

A motion was made by Tom Taylor, and seconded by Dick Sirokman and passed as follows:  
To close the nominations

Sharon Hadsall was elected Secretary by acclamation, it was passed unanimously.

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The Executive Committee Meetings will now be held on the third Saturday of each month at 8:00 a.m.

A motion was made by Tom Taylor, seconded by Dick Sirokman and passed as follows:  
To adjourn the meeting at 3:50 p.m.

Respectfully Submitted by:  
Shirley Hedlund  
Office Manager

Preliminary Minutes, not approved by the Board of Directors. For Review Only.