



**LAKE LIMERICK COUNTRY CLUB
BOARD OF DIRECTORS
MINUTES
September 17, 2011**

I. ROLL CALL:

President Esther Springer-Johannesen, Vice President Tom Taylor, Secretary Sharon Hadsall, Treasurer Dick Sirokman, Directors, Lee Dormuth, Carolyn Parker, Penny Cory, Tony Paradise, John Rizzo and Water Chair Phyllis Antonsen

II. APPROVAL OF MINUTES:

August 20, 2011, BOD Meeting Minutes

A motion was made by Penny Cory, seconded by Carolyn Parker and passed with no nays as follows:

To approve the minutes of August 20, 2011 as written

III. FINANCIAL REPORT: Dick Sirokman

A motion was made by Sharon Hadsall, seconded by Penny Cory, and passed with no nays as follows:

To approve the financials for August 2011 as presented

John Rizzo recommended that in the Budget Election Newsletter we do an informational article on why the need to raise the dues, and what the past dues were used for.

IV. GUESTS FROM THE FLOOR: Requests to be added to the agenda ~ None

V. CONSENT AGENDA: (Committees motions, attached)

Lake Dam Motion #2, Dave Kohler reported on the status of the two docks at Log Toy. The swim dock needs new floatation and boards replaced at the very least. The fishing dock can not be repaired and needs to be replaced. The Lake Dam Committee may recommend a straight (finger) dock versus an "L" Dock as the straight dock will last longer and does not get as stressed as an "L" dock. The cost to replace both docks is approximately \$28,000.00.

Greens Committee Motion #2, regarding the ditches on number 9 fairway both on left and right be made a lateral hazard with the idea of speeding up play, Esther asked if this would change the scope of the course, it will not.

Greens Committee Motion #3 regarding cart lease to own proposal, discussion regarding gas versus electric was not finalized, it was decided the new carts would be electric. This motion was pulled for discussion during the finalization of the budget.

Maintenance/Planning Committee Motions 1 through 3 were all pulled and will be sent back to the Maintenance/Planning Committee for refinement.

A motion was made by Tony Paradise, seconded by Dick Sirokman, and passed with no nays as follows:

To accept the Consent Agenda with the following items pulled:

All Maintenance/Planning Motions, to be returned to the Maintenance Planning Committee for refinement, and pull the Greens Committee Motion regarding lease to own carts to be discussed with budgets, and to include the approval of all committee minutes, and in particular the Architectural Committee Minutes.

VI. OLD BUSINESS:

1) The Cart Shed Vents

Mike's Heating will be out next week to inspect the building and give his expert advice as to whether we should use a passive air system or a fan system.

The cart shed lease agreements need to be reviewed and or revised to cover the following issues; gas cart owners may not leave gas cans in their sheds, and no modifications can be done to the rental spaces.

VII. NEW BUSINESS

1) BOD Members Emails

Sheila contacted HCTC, our current provider, to add email addresses, we will need to call with user names and passwords, and they will set them up on their end. The additional costs are \$1.00 per every 5 email accounts. Sheila will contact HCTC to set up the accounts by the end of the month.

2) Lounge Mirror

Nan Stricklin presented two bids for the repair of the mirror due to stress cracking. It was recommended that the storage side of the wall be inspected as it may have something to do with the problem. (later inspection showed the shelving in the storage area is free standing and is not connected to the wall). Nan was authorized to proceed with the repairs.

VIII. OTHER BUSINESS

1) Budgets

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

To accept the Income, Expense, and Capital projects budget as presented, including an annual dues raise of \$36.00 per lot.

2) Retirement Plan, employee poll

All eleven eligible employees were polled to find out if they are interested in a retirement plan, all eligible employees would like to see a retirement/savings plan go into effect.

Bill McDonald has set up a presentation from two different sources. A presentation will be given at the next two Executive Committee meetings, anyone interested in hearing the presentation is welcome to attend.

3) Employee Golf

The policy as written in the employee handbook will stand. Next season employees will be required to sign out each time they play golf, this will enable the office to pay the required B&O taxes.

4) Planning Committee Chair resignation

A new chair is needed for this committee. The Board feels that the purpose of this committee needs to be revisited regarding its duties. Forming two separate committees should be part of the consideration when defining purpose and duties. It is also felt that clear and decisive lines need to be established as to what a maintenance issue is and what a project is.

A schedule of authority should be clearly defined as to who has what level of authority. It should clearly state what decisions can be made by what level of management. The maintenance personnel should have a clear line as what they can and cannot do with going to the next level of authority; these guidelines need to follow through with each level of management with the most important high impact decisions being made by the Executive Committee.

The Work Order procedures now in place will continue as they are working well.

5) Website

Due to the fact that Dave Taylor may be leaving our community soon, the future of website needs to be addressed. It needs to be determined if it should be hired out or done in house. Several of our community members may be able to give good advice on a better less sophisticated tool set.

IX. ACTION ITEM LIST REVIEW

The Board would like to be assured that if new carts are purchased they and all other equipment will have a place to be stored out of the weather in the pole barn with the extension. A schematic drawing showing the placement of equipment will be done for the next Board Meeting.

The pension plan action item is updated to reflect the upcoming presentations as mentioned in Other Business Item #2.

X. ANNOUNCEMENTS

September 29, Magpies Card Shark Party, cancelled

October 1, End of Boating Season Meeting, to be held in the great hall

October 9, Bunco

October 20, Free Family Night Bingo

October 22, Semi Annual Meeting

October 31, Kids Halloween Party

XI. MOTION TO CONVENE TO CLOSED SESSION:

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

To convene to closed session

XII. CLOSED SESSION was held for personnel matters.

XIII. MOTION TO RECONVENE TO OPEN SESSION

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

To reconvene to Open Session

XIV. MOTION TO ACCEPT ALL CLOSED SESSION MOTIONS

A motion was made by Dick Sirokman, seconded by John Rizzo and passed with no nays as follows:

To approve the motions made in closed session

XV. MOTION TO ADJOURN MEETING

A motion was made by Dick Sirokman, seconded by John Rizzo and passed with no nays as follows:

To adjourn the meeting at 12:20 p.m.

These minutes have not been approved by the Board of Directors
Respectfully Submitted by: Sheila Hedlund

BOARD OF DIRECTORS MEETING
September 17, 2011

	Division/Lot #	Printed Name	Signature
1	3-152	Rob Koenig	Rob Koenig
2	1-41	Karen + Dave Kohler	Dave Kohler
3	2-59	PAT FEIST	PAT FEIST
4	2-36	NAN STRICKLIN	NAN STRICKLIN
5	5-124	JIM NUTT	JIM NUTT
6	237	John Rizzo	John Rizzo
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**AUGUST 2011
 FINANCIAL RECAP**

	2011		2010		
Cash In Bank Admin	\$ 100,988.85	\$	91,423.69		
Cash In Bank Water	\$ 103,096.55	\$	215,379.30		
Reserves Admin	\$ 22,649.81	\$	59,217.73		
Reserves Lake Mgmt	\$ 38,822.71	\$	29,186.70		
Reserves Water	\$ 89,361.71	\$	87,668.83		
Reserves Water Meter	\$ 57,050.90	\$	55,753.08		
	Aug-11		Aug-10	YTD	YTD vs Budget
Revenue Admin	\$ 66,039.45	\$	66,017.00	\$ 730,471.50	\$ 734,544.84
Gross Revenue Sales	\$ 93,458.31	\$	109,179.92	\$ 835,371.40	\$ 861,117.25
Net Income	\$ 159,497.76	\$	175,196.92	\$ 1,565,842.90	\$ 1,595,662.09
Direct Costs	\$ 22,822.16	\$	18,397.82	\$ 169,161.37	\$ 148,060.50
Gross Profit	\$ 136,675.60	\$	156,799.10	\$ 1,396,681.53	\$ 1,447,601.59
Expenses	\$ 122,554.42	\$	122,151.03	\$ 1,249,263.35	\$ 1,346,218.47
Operating Profit	\$ 14,121.18	\$	34,648.07	\$ 147,418.18	\$ 101,383.12
Other Income/Expense	\$ 81.30	\$	2,436.87	\$ (37,435.46)	\$ 18,197.00
Net Profit	\$ 14,202.48	\$	37,084.94	\$ 109,982.72	\$ 119,580.12
GOLF	\$ (8,785.22)	\$	(3,588.16)	\$ (132,738.52)	\$ (143,556.99)
Café	\$ (1,423.04)	\$	(4,329.65)	\$ (43,826.27)	\$ (36,076.97)
Green	\$ (538.64)	\$	586.40	\$ (57,294.09)	\$ (71,271.52)
Pro Shop	\$ (6,823.54)	\$	155.09	\$ (31,618.16)	\$ (36,208.50)
INN	\$ (9,914.46)	\$	(5,365.42)	\$ (98,399.76)	\$ (63,478.92)
Total Receivables:		\$	346,885.53		
Receivables over 90 Days:		\$	266,365.94		
There are 54 Legal accounts for a total of:					
Total Legal Receivables:		\$	243,571.46 *		
Legal Receivables over 90 Days:		\$	200,248.06		

*Top 5 Legal accounts = 47% of total Legal a/r

*Top 10 Legal accounts = 61% of total legal a/r

CONSENT AGENDA
September 17, 2011

WATER COMMITTEE:

#1 A motion was made by Penny Cory, seconded by Don Bird and approved with no nays as follows:
To approve the minutes of August 8, 2011 as written

#2 A motion was made by Penny Cory, seconded by Mark Franklin and passed as follows:
To grant the one time forgiveness for a leak to Carmen Mas at Division 3, Lot 136 in the amount of \$219.00 for excess use, and the \$2.00 late fee for a total of \$221.00.

LAKE/DAM COMMITTEE:

#1 The Minutes from August were approved as written. Motion made by Kelly Evans and seconded by Linda Smith.

#2 Motion #1: I move that: if inspection shows that the Log Toy Park swim and fishing docks cannot be reasonably repaired, that replacement with new docks should be re-prioritized in the L/D proposed 2012 capital budget to number 1. Motion made by Brian Smith and seconded by Kelly Evans. Motion passed.

#3 Motion #2: I move that: subject to other provisions of the contract, LLCC extend the performance period with MVP Environmental to June 30, 2012. This would not entail a change in the contract compensation. Motion made by Kelly Evans and seconded by Brian Smith. Motion carried.

GREENS COMMITTEE: Minutes received September 16, 2011, after 3:00 p.m.

#1 Minutes: Minutes from previous meeting were approved

#2 Dave Sims suggested that the ditches on number 9 fairway both on left and right be made a lateral hazard with the idea of speeding up play, after discussion by committee a motion was made and approved to make the ditches a lateral hazard.

3 A lease has been purposed for approval of 5 lease to own golf carts. The carts are purposed to be electric carts from Ezgo. There would need to be further charging stations available. The thought being to set them up in the maintenance yard pole barn extension. A discussion was held on the advantages and disadvantages of gas vs. electric carts.

Motion to board: lease to own 5 golf carts

INN COMMITTEE:

Motion made by 1st. Rhonda Mayner and 2nd by Deana to approve the minutes....Motion Passed

YOUTH COMMITTEE: No Meeting

ARCHITECTURAL COMMITTEE:

Approval of Minutes: Chris Johannesen, moved to accept minutes of August 13, 2011, with the following corrections Dave Noble seconded. Motion passed.

New Complaints: Item #2 Reads George Reynolds should be Kayla Paradise.

EXECUTIVE COMMITTEE: Meeting scheduled for 9/17/11 @ 8:00 a.m.

MAINTENANCE/PLANNING COMMITTEE:

****Meeting Date August 23, 2011, not available electronically, not on website.

#1 Motion from John T that any work to be done at Lake Limerick by outside contractors be run through the Maintenance and Planning Committee Motion 2nd and approved.

#2 Motion from John T, the maintenance person provide the following information on tasks assigned. Project or Maintenance item, date started, date completed, number of hours worked on item, and any recommendations or issues found. This should be turned into the maintenance committee and will be used for estimating costs and time on future project/maintenance planning. 2nd and passed.

#3 Motion from John T, we need to make it clear to all employees that playing any games on computers or other devices will be cause for immediate dismissal (no second noted)

HEARING COMMITTEE: No Meeting

Board of Directors on 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	OPEN		Open	for review -Esther was going to give the membership the opportunity to respond to this proposal at the Annual meeting today (4/16/11) Esther still needs to meet with the attorney on this issue
2010_0804_01	Maintenance Job Description	Esther	OPEN		Open	Esther is working on this
2010_0911_03	organize an electronic filing system for the Club's "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.	Sheila	OPEN		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_05	Division 2, Lot 103 Drainage	Tom Taylor	OPEN		Open	Tom will request bids for the drainage mitigation ~ Holding For title ~ Title rec'd 4/20/11 ~ hold for possession of lots 100 & 101
2010_0717_04	Draft General Manager job description	Esther and Dave	OPEN		Open	Tabled till next year's budget
2010_1218_01	Reader Board Research Cost and Locations	Dick Sirokman & Larry Duvall	see FY 11-12 budget		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	10/15/2011		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 "Maintenance/Planning" Committee, approved at May 21, 2011 meeting July 16, 2011 Approval to record Resolution, or continue to hold due to revisions made in May? August 20, 2011 Hold. Sept 17, 2011 This committee's purpose and duties are being reviewed
2011_0618_01	Pension Plan Research	Don Bird, Rob Koenig and Bill McDonald	10/15/2011		Open	Research for FY 11-12 Budget, providing Treasurer with financial impact statement Two presentations have been scheduled for the next Executive Meetings, October 15 and November 19.