



**LAKE LIMERICK COUNTRY CLUB  
BOARD OF DIRECTORS  
MINUTES  
November 21, 2015**

**The Meeting was called to order** by President Kelly Evans at 9:00 a.m.

**Members Attending:** President Kelly Evans, Vice President John Rizzo, Treasurer Esther Springer-Johannesen, Secretary Penny Cory, Directors, Mark Franklin, Dick Sirokman, Norm Bartoo, Glen Bachman, and Water Chair Phyllis Antonsen. John Torkelson was on the phone.

**APPROVAL OF MINUTES:**

A Motion was made by Penny Cory, seconded by Mark Franklin and passed with no nays as follows:  
To approve the Board Minutes of October 17, 2015 as written

**FINANCIAL REPORT:**

Esther presented a three year comparison format. See attached.

A Motion was made by Mark Franklin, seconded by John Rizzo and passed with no nays as follows:  
To accept the Financial Report for October 2015 as presented

**GUESTS FROM THE FLOOR:** Request to be added to the agenda  
Sheila Nokes, Division 3, Lot 150, Great Hall lighting

**CONSENT AGENDA:** (Committees motions, attached)

The Greens Committee Motion regarding the railroad was pulled for discussion. It was the consensus to approve this motion as written by the Greens Committee.

The Inn Committee Motion regarding the financials was pulled as the problem can and will be dealt with in house.

The Greens and Inn Committee Motions regarding Resolution changes were pulled and will be considered recommendations to the Ad Hoc Committee.

A Motion was made by Esther Springer-Johannesen, seconded by Penny Cory and passed with 1 nay by John Torkelson via phone as follows:

To approve the Consent Agenda as amended to eliminate all Resolution Motions from the Green and Inn Committees, to remove the Inn Committee Financials Motion and to include the approval of all Committee Minutes, in particular the Architectural Committee Minutes.

**OLD BUSINESS:**

1. Dredging Status Update – Brian Smith reported that he has been working with Christian Fromuth and he will be supplying a new Scope of Work with a schedule including cost estimates and to have Bid Packets ready by mid January. Brian has also contacted Harry Gibbons for references on companies to include in the bidding process.

2. Committee Resolutions, Ad-Hoc Committee Report, Esther reported that all of the Committees have made their recommendations to the Ad Hoc Committee and they will meet on December 5<sup>th</sup>. They will work to have a final presentation for the December Board Meeting.

3. Railroad Update – Navy Team Report - None

The Board approved via the Consent Agenda to move forward with closing off the cart path (dip) between holes 3 and 4 and to begin going to the end of the current path and turn around on St. Andrews Drive. Signs will need to be created. Glen Bachman will contact the Railroad regarding a new contact as it is understood that our previous contact Mr. Reed may have retired.

4. Code of Ethics – Removed from the agenda for further study

5. Entrance Signs – Linda Smith passed out an information packet on the progress of the signs, attached. Linda needed a decision from the Board regarding the shape of the sign so that bids could be obtained, she will also be asking the bidders to present options besides wooden signs. Lighting was also discussed.

A Motion was made by Esther Springer-Johannesen, seconded by Dick Sirokman and passed with no nays as follows:

To make all entrance signs using the shield shape and that all entrance signs, excluding the main entrance, to be the same size.

## **NEW BUSINESS**

1. Tipperary Culvert update. Lake Limerick's only responsibility is the replacement of the water lines. All other tasks are the County's responsibility. According to the Journal this week the completion date is scheduled for December 4<sup>th</sup>.
2. Park Projects. There are stop work orders on all projects with our current contractor. This matter has been turned over to our attorney for recovery of funds.

( Sheila Nokes, Great Hall Lighting. Sheila was concerned that the Board may not be aware of the idea of putting lighting along the beams of the great hall. The Magpies have already committed to helping with this project. The project will be turned over to the Inn Committee to create a plan and present cost estimates to the Board.

## **OTHER BUSINESS**

1. Manager's Report, attached
  - a. Financial issues as presented by Inn Committee, this was eliminated from the Consent Agenda
  - b. Security Recommendations, Esther reported on what our current Security Company could offer as well as ideas as to when we might want to hire the Sheriff's office for short intervals. Esther will contact the Transit Authorities regarding cars going around the school busses. It was also reported that a sex offender has moved in to Lake Limerick which will naturally bring the Sheriff's personnel into our area more often. Ultimately no decision was made on how much security is wanted and who will supply it.
2. Phyllis Antonsen reported that inspection of our water lines done during the work at the culvert on St. Andrews Drive proved that our lines are in excellent condition. There was no sign of pitting on either the inside or the outside of the pipe.

**CORRESPONDENCE:** None

## **ANNOUNCEMENTS**

November 21, Thanksgiving Dinner  
December 1, Decorating of the Inn  
December 5, Pro Shop Open House 4-7 p.m.  
December 12, Tom & Jerry Party 5-7 p.m.  
December 15, 9 Hole Scramble and Taco Bar Lunch, Fund Raiser  
December 15, Employee Christmas Party 5-7 p.m.  
December 17, Family Night Bingo  
December 19, Next BOD Meeting, Dick Sirokman will not be present at this meeting  
December 19, Christmas Dinner at the Inn  
December 31, New Year's Eve Party  
January 1 – 14, Inn Closed for Kitchen Upgrades and Deep Clean

( **USED SESSION:** None


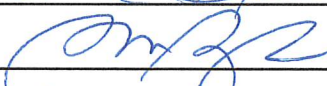
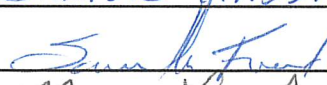
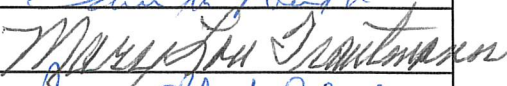

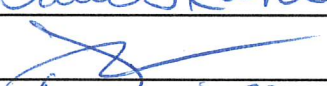
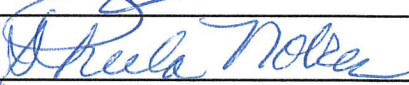
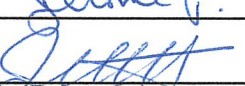
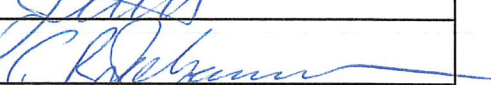
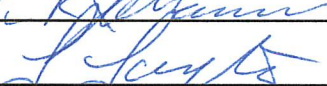
## **XIV.MOTION TO ADJOURN MEETING**

A Motion was made by Mark Franklin, seconded by John Rizzo and passed with no nays as follows:  
To adjourn the meeting at 10:12 a.m.

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

BOARD OF DIRECTORS MEETING

November 21, 2015

	Division/Lot #	Printed Name	Signature
1	2-157	Ed IRWIN	
2	2-126	Steve Saylor	
3	2-142	Sharon Hadsall	SHARON HADSALL
4	5-36	Samantha Frank	
5	2R-21	Marylou Trautmann	
6	2-36	Nan Stricklin	Nan Stricklin
7	1-17	Lendi Smith	Lendi Smith
8	1-17	Brian J. SMITH	
9	1-41	Karen K Kohler	Karen K Kohler
10	1-41	Dave Kohler	Dave B Kohler
11	1-153	Paul WAGNER	
12	2-150	Sheila Nokes	
13	2-150	JEROME NOKES	Jerome P. Noker
14	5-124	REUBEN NUTT	
15	2-129	CHRIS JONATHANSON	
16	2-70	TOM TAYLOR	
17			
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**October-15**

**FINANCIAL RECAP**

	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>2012</b>			
Cash In Bank Admin	\$49,381.27	\$27,888.53	\$61,281.02	\$67,692.25			
Cash In Bank Water	\$220,189.63	\$207,529.80	\$112,282.47	\$112,825.50			
Reserves Admin	\$89,467.23	\$56,915.85	\$8,297.87	\$21,934.40			
Reserves Lake Mgmt	\$3,081.11	\$498.53	\$5,758.17	\$7,608.39			
Reserves Water	\$159,710.33	\$157,309.01	\$153,397.33	\$151,173.86			
Reserves Water Main Line	\$185,801.57	\$126,141.97	\$59,226.57				
Dredging Account	\$460,133.32	\$231,073.08	\$87,268.32				
Well#6 Reserves	\$46,886.50	\$ -					

	<b>Oct-15</b>	<b>Oct-14</b>	<b>Oct-13</b>	<b>Oct-12</b>	<b>YTD</b>	<b>YTD vs Budget</b>	<b>Average</b>
Revenue Admin	\$88,309.06	\$85,640.00	\$82,422.48	\$72,480.00	\$88,309.06	\$110,650.00	\$82,212.89
Gross Revenue Sales	\$70,503.90	\$69,046.96	\$63,276.38	\$63,318.52	\$70,503.90	\$86,938.63	\$66,536.44
Net Income	\$158,812.96	\$154,686.96	\$145,698.86	\$135,798.52	\$158,812.96	\$197,588.63	\$148,749.33
Direct Costs	\$19,248.54	\$16,639.35	\$14,269.60	\$16,142.65	\$19,248.54	\$21,764.68	\$16,575.04
Operating Profit	\$139,564.42	\$138,047.61	\$131,429.26	\$119,655.87	\$139,564.42	\$175,823.95	\$132,174.29
Expenses	\$129,391.06	\$114,646.81	\$130,159.47	\$120,067.21	\$129,391.06	\$189,149.20	\$123,566.14
Operating Profit	\$10,173.36	\$23,400.80	\$1,269.79	(\$411.34)	\$10,173.36	\$(13,325.25)	\$8,608.15
Other Income/Expenses	\$1,691.53	\$2,103.69	\$2,998.19	\$1,890.43	\$1,691.53	\$(2,219.81)	\$2,170.96
Net Profit	\$11,864.89	\$25,504.49	\$4,267.98	\$1,479.09	\$11,864.89	\$(15,545.06)	\$10,779.11

Dredging Assessment	\$42,344.31	\$42,235.26	\$42,428.94	N/A	\$42,344.31	\$42,344.31	\$42,336.17
Net Profit including SA	\$54,209.20	\$67,739.75	\$46,696.92	\$1,479.09	\$54,209.20	\$26,799.25	\$42,531.24

<b>GOLF</b>	\$(29,297.61)	\$(30,057.52)	\$(28,099.55)	\$(23,333.06)	\$(29,297.61)	\$(32,423.29)	\$(27,696.94)
Café	\$(4,669.86)	\$(4,652.60)	\$(3,796.70)	\$(4,898.58)	\$(4,669.86)	\$(10,111.27)	\$(4,504.44)
Green	\$(19,451.64)	\$(18,333.83)	\$(18,606.21)	\$(13,532.84)	\$(19,451.64)	\$(17,172.11)	\$(17,481.13)
Pro Shop	\$(5,176.11)	\$(7,071.09)	\$(5,696.64)	\$(4,901.64)	\$(5,176.11)	\$(5,139.91)	\$(5,711.37)
<b>INN</b>	\$(14,623.51)	\$(7,043.31)	\$(9,519.46)	\$(14,422.47)	\$(14,623.51)	\$(12,397.03)	\$(11,402.19)

Total Receivables:	As of 10/31/15>	\$408,219.00	Receivables over 90 Days:	As of 10/31/15>	\$255,543.00		
Total Legal Receivables:	39 accounts	\$203,149.30	Legal Receivables over 90 Days:	As of 10/31/15>	\$164,684.51	<	

**CONSENT AGENDA**  
**November 21, 2015**

**WATER COMMITTEE:**

**A Motion was made** by Mark Franklin, seconded by Don Bird and passed with no nays as follows:

To approve the Minutes of October 10, 2015 as written

It was recommended that the Committee move their funds from the National Tax Free account to the intermediate and short term tax free accounts.

**A Motion was made** by Mark Franklin, seconded by Gary Lentz and passed with no nays as follows:

To accept the recommendation to roll over the funds from the National Tax Free Account into the intermediate and short term tax free accounts.

**LAKE DAM COMMITTEE:**

Approval of Previous Minutes: **Approval moved** by Dave Kohler, seconded by Linda Smith, passed unanimously

**MOTION:** I move that the Lake Dam Committee seek bids to build the solution to the Inn Island erosion problem per the plan presented to the committee by Ken Martig on Nov 7, 2015. Motion made by Debbie Moore, seconded by Dave Kohler, passed unanimously.

**GREENS COMMITTEE:**

October minutes were reviewed and the following changes were requested to be clarified prior to approval. Note to Ad Hoc Committee to review resolutions, **All members of the Greens Committee are voting members.** With this exception the minutes were approved as written.

A lengthy regarding action that needs to be taken in regards to golf course and Navy property lines. The committee feels we should proceed with blocking off the crossing of the railroad line between holes 3 and 4 in present use and provide signage to redirect golfers and walkers to use alternate route. The committee feels this will show Navy changes are being considered. Consider laying out stakes to show possible alternate golf course changes that would be necessary to be in compliance with property lines. The Greens Committee requests that the committee working with the Navy in regards to these changes come to the next Greens Committee with a report.

**Motion to Board:** Approve blocking off of railroad crossing between holes 3 and 4 as requested by Navy.

**INN COMMITTEE:**

Approval of October Minutes--**Motion:** Deana Query moved that the October minutes be approved. Mary Lou Trautmann 2<sup>nd</sup> seconded the motion and it passed unanimously.

Financial Report—none available . **Motion:** Penny Cory moved that the BOD be requested to take immediate steps to resolve the financial accounting program problems, taking whatever steps necessary as it has been one year since we've had operational financials to assist in Inn management. Deana Query 2<sup>nd</sup> seconded the motion and it passed unanimously.

**Motion:** Penny moved that the Inn Committee support the new wording "may be allowed" (under remote participation) Deana 2<sup>nd</sup>, motion passed with one dissenting vote.

**Motion:** Bona moved that the Committee recommends that on the candidacy disclosure form, candidates declare if they will be attending meetings remotely or in person during their term in office, Dorothy 2<sup>nd</sup>, passed unanimously

**ARCHITECTURAL COMMITTEE:**

Approval of Minutes: Chris Johannesen made a **motion**, seconded by Jim Nutt to accept the minutes of the October 10, 2015 meeting. Motion passed.

520-540 Dartmoor Drive, 04-137-139

11/14/15 – Chris Johannesen made a **motion**, seconded by Jim Nutt to approve Winter Trailer Permit, Approve Deck and temp structure permit at twice normal fee. Approved with 1 member opposed. Total fee paid \$75.00

**New BUSINESS:** Chris Johannesen made a **motion** to accept Sharon Hamilton as a Member of the Architecture Committee. Motion Passed.

**EXECUTIVE COMMITTEE:** Scheduled for November 21, 2015 @ 8:15 a.m

# *Lake Limerick CC*

## Community Sign Project

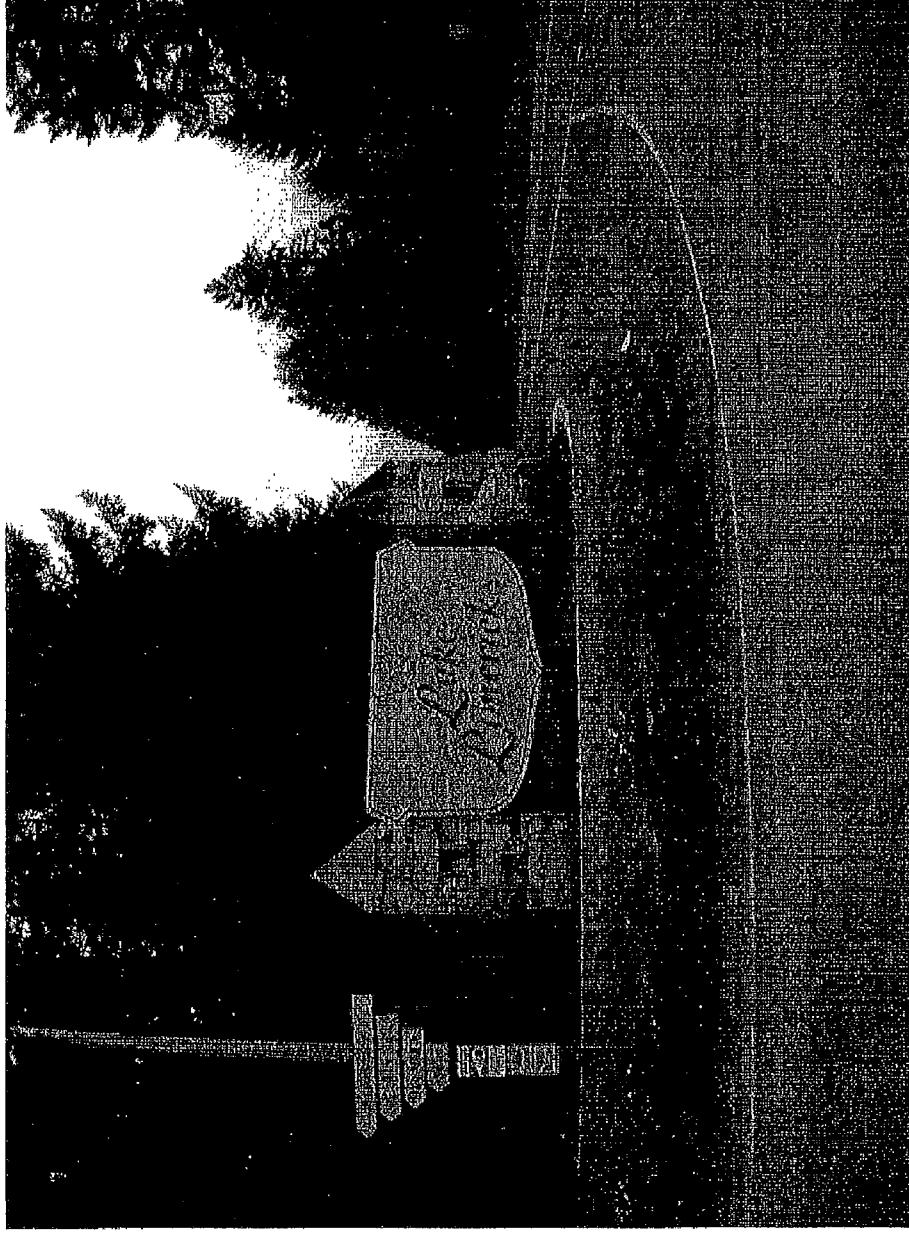
November 21, 2015

# What are we trying to do?

- Recognize the LLCC community is turning 50
- Restore the current Main Entrance Sign with a facelift
- Enhance community identity with new entrance signs
  - All entrances treated equally
  - Consistent “branding”, new logo and font
  - Metal or Plastic signs to reduce future maintenance
- Save what is best of the past signage, set a new direction for the future

# Main Sign Restoration Options

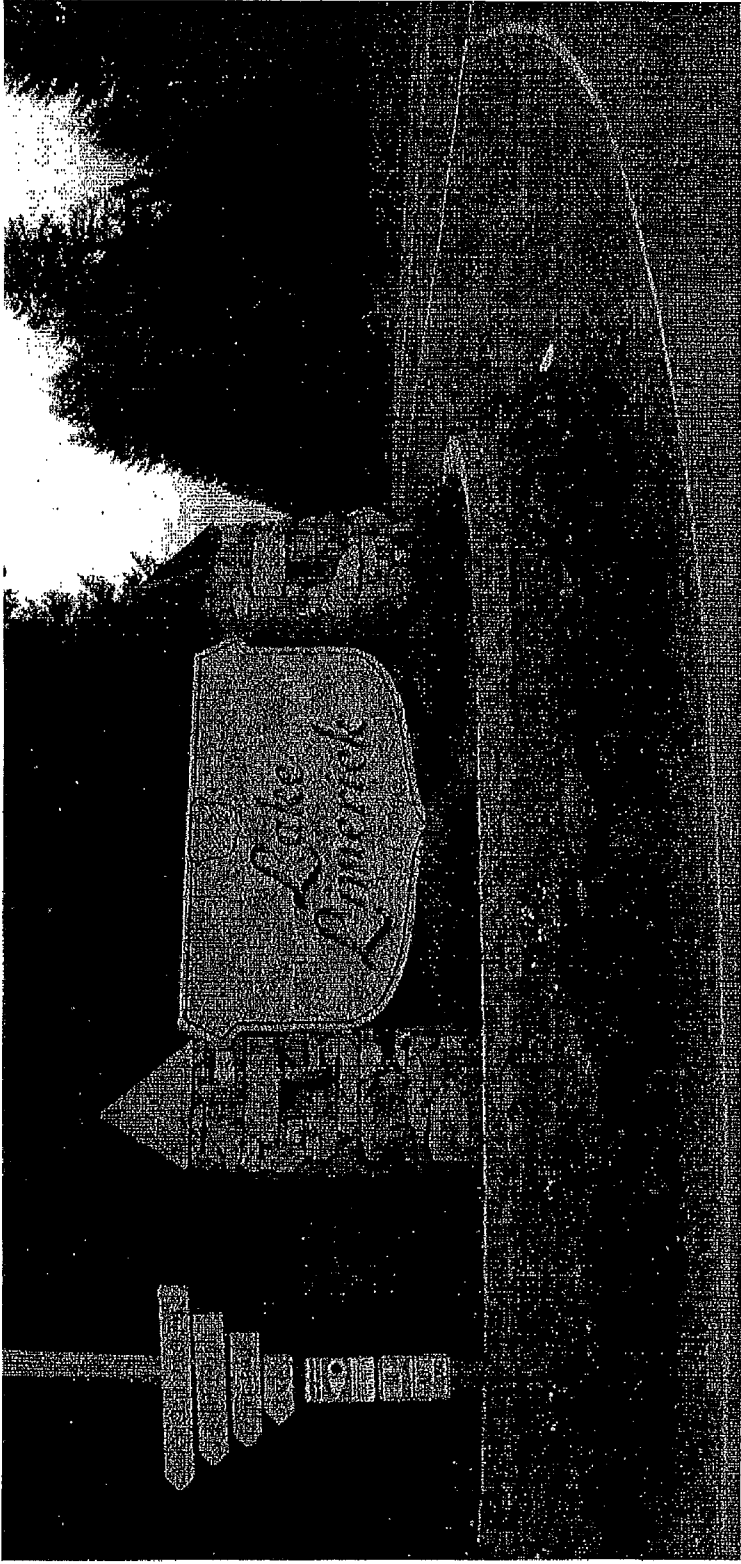
- As is





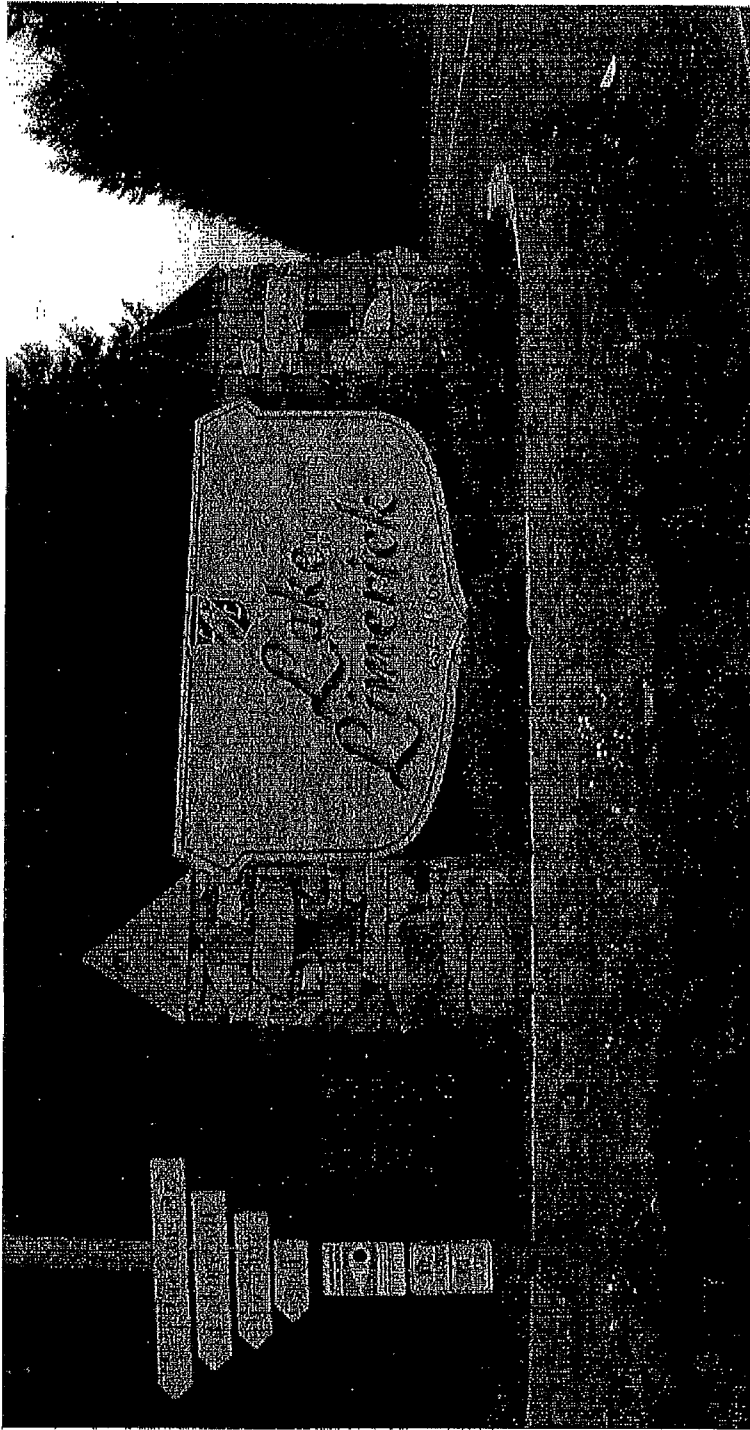
## Main Sign Options cont'd

- Add *est. 1966* at bottom to recognize the 50<sup>th</sup> Anniversary



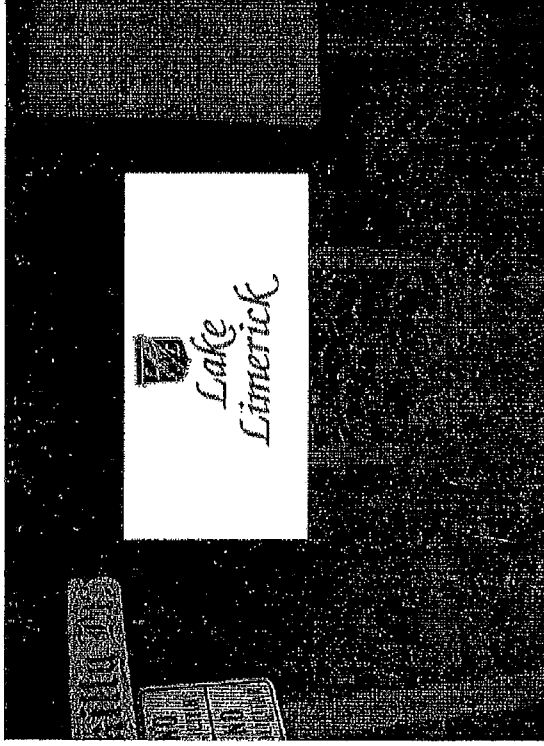
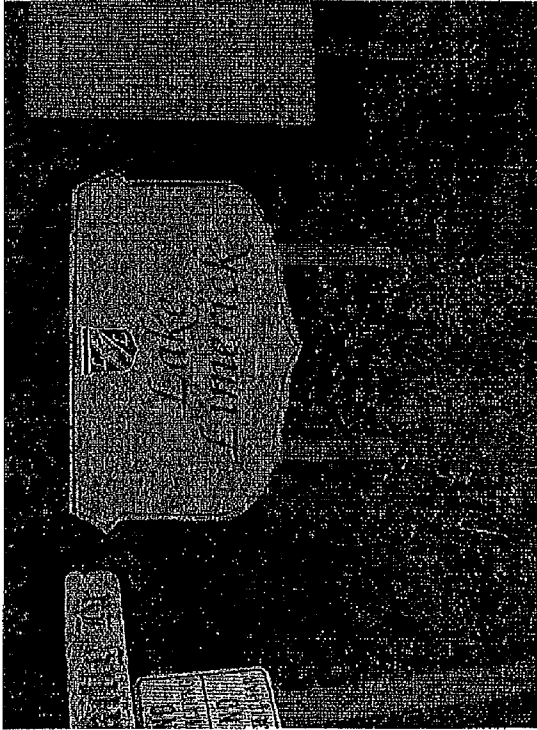
# Main Sign Options cont'd

- Add new logo



# The Rest of the Entrances

Or



# Main Entrance Sign

- Will be dried out
- Sanded down, reassembled to better resist water damage, maintain structural integrity
- New Logo and “*est. 1966*” added if BOD wishes
- Primed
- Repainted
- Remounted Spring 2016 before Lake Limerick Daze and 50<sup>th</sup> Anniversary celebration
- Small roof placed over the sign to reduce water damage
- Will require annual maintenance

## Other Entrance Signs

- To be located at Ballantrae, E Lake Limerick Road, Dartmoor, Olde Lyme Road, Clonakilty
- Discussing potential designs, materials with sign companies
- Getting proposals and preliminary bids
- Evaluate 3 bids and submit recommendation to the BOD for approval
- Assuming staff will install entrance signs
- Signs installed before 2016 Lake Limerick Daze

# GENERAL MANAGER'S REPORT

November 21, 2015

## ADMINISTRATION:

- I will be out of the office the week of November 23<sup>rd</sup>.
  - The new Quick Books Profit & Loss Reports are complete. The balance of the Balance Sheet is in progress and must be completed by the end of November for submittal to the CPA for our End of Year Review and Tax preparation.
- November report; I made some significant progress in October. I understand the concerns of our members regarding the lack of financials the past year I have however been able to complete the recap sheets for each board meeting throughout the year. To put this project in perspective; this week I had goals to do payroll, pay taxes, complete the 2016 activity calendar, the December Newsletter, and conduct my monthly Manager's Meeting, these are reasonable goals. BUT on top of all of this I was also asked to complete the following; prepare copies of all invoices paid to Agua Tierra throughout the dredging process, hunt down the new logo for the entry signs, work with our Attorney regarding the park project contractor's lack of response, greenbelt trees on member's homes and went one full day with no computers due to power surges. This is a good description of my weekly schedule and as you can see it is extremely full most of the time! So I am "squeezing" in the financial transfers as I am able.

\*\*\*I would like to request a non interrupted 10 day period to complete this project.\*\*\*

- Sheriff's Office, I spoke with Officer Osterhout who is in charge of the "overtime detail". He informed me that they no longer offer the Full Time Assigned Officers like at Timber Lakes and Cushman. The hourly rate is an average of \$52/hour depending on the rank of the officer who volunteers. LLCC can request the hours they are here and may also designate areas where problems are occurring, ie thefts, vandals, houses that have heavy traffic, etc
- Esther and I did not have the opportunity to work on this together. Our current security company's hours during the winter are 22 hours per week. To have a 40 hour per week schedule using the sheriff's for 18 hours per week would cost \$3,744 per month. I would like to request that if the Board decides to hire the Sheriff's that we designate a few days at the very beginning to having them sit where our school busses drop off our children, I have had reports of people just driving around the busses when they are stopped and dropping off kids after school.
- EMV credit/debit card Last meeting there was discussion regarding our servers having portable card readers to take to the tables, these cost \$535.00 each. This may be a consideration for next year's budget.

INN: Banquets for December ~ there are seven Christmas banquets scheduled in the great hall!

## MAINTENANCE DEPARTMENT:

### Completed Projects

Stored patio tables and chairs  
Closed Parks & restrooms  
Repaired Bar patio door  
Repaired Cafe bath fan  
Built painted and hung mower room door  
Sleeper house cleaned up  
Downloaded Loggers and emailed summaries  
Sent logger info to Erica, Harry and Ken  
Scheduled Beco to fall trees behind 51 Lambeth  
Installed BOD ordered signs  
Repaired Cafe vacuum X 2  
Cleaned Shop gutters  
Installed Pro Shop TV  
Installed new door gasket Cafe drink fridge  
Installed new door gasket Cafe freezer  
Fahrenheit 101 inspected and passed all HVAC systems  
Inspected fallen green belt trees  
Installed new HVAC filters where needed  
Cleaned media filters in evaporative coolers

## PRO SHOP/CAFÉ REPORT

- The Greens Committee discussed Annual Trail Fees and the few golfers that buy one Annual Trail Fee but it is used by two people. This topic will need to be decided prior to the golf annual forms that are due out February/March of next year.
- I have asked Dennis to prepare a presentation for the January BOD meeting to recommend rates for our next golfing season.
- Heather and Dennis is researching electronic tee sheet programs, I have asked for a contract for review, the company that is interested in doing this for us sounds great with no added costs for LLCC.
- We are planning on posting a menu on #8 for ordering from the Cafe. Jason has a design that will include a calendar of events, menus and phone numbers this will be built this winter.

## GREENS REPORT

- The new parking area around the backside of the maintenance fence is progressing.
- A new fence will be put up at bunker area at #6. This fence will have fabric around them and landscaping will be done
- The storms this week have kept our crew busy cleaning up debris on the course

## LAKE DAM REPORT

- Kimber Construction: there is currently a Stop Work Order on all projects! I sent a registered Letter to Mr. Sides of Kimber Construction on October 5<sup>th</sup>. This letter was designated for his signature only! This letter was never picked up by Mr. Sides. Upon receipt of the unclaimed letter I immediately turned this matter over to our attorney. He is in the process of reviewing contracts and preparing a letter to the contractor.

- Ken Martig was contacted in regards to the Anglia project and has also given us some new ideas on the Island Project. We are trying to arrange a meeting time with Mr. Martig for next month's Lake Dam Meeting. **November; Ken attended the Lake Dam Meeting and the Island project was approved and sent to the BOD for approval on consent agenda.**
- Dredging Update – Brian Smith is now working directly with Christian to see that the Dredging project stays on track through completion.

#### **WATER REPORT**

- ( ) fence @ Well #5 has been moved and repaired this was done in house by our golf crew.
- Two valves need to be replaced and water will be out for a short time on St. Andrews and Shamrock, this will be done as time allows, it is not an emergency repair.
- Tipperary Culvert washout on St. Andrews Drive. The water department had to replace the mainline that spanned across the area that the County has to replace the culvert/road. The County was concerned that our asbestos/cement pipes may shatter during their process of tamping the ground and setting the culvert. This project was completed by a contractor as our staff is not licensed to work with asbestos. The contractor installed a shut off valve at both ends and then cut out the main line that will be replaced with a new mainline. The County has estimated their completion time to be around the 25<sup>th</sup>.

#### **LONG TERM PROJECT LIST:**

- The project to accomplish the restoration of the pond #6 and to create a rain garden on the property across from #6 is in the works. Jason has a sub-committee from the Greens Committee he is working with.
- The temperature of the lake was discussed with members of the Squaxin Tribe in regards to the salmon habitat and how the warmth of the lake can be detrimental to them. Discussion on ideas of how to cool the lake water as it goes over the dam was productive. Erica has given us the following schedule as a common goal to determine possible solutions.  
The Goal List below and the updated each item:

#### **Completed Items:**

- ✓ Erica has completed the temperature and flow data for Cranberry Creek and Lake Limerick. Specifically looking at temperature records from upstream of Lake Limerick and downstream of the lake.
- ✓ Larry Duvall, has supplied the records of water level in the weir at the lake outlet.
- ✓ Erica will develop a short work plan for deploying temperature monitors into Cranberry Creek and Lake Limerick \*Per Erica a plan was not developed (and most likely will not be at this time) but three additional temperature monitors have been installed to date.
- ✓ The temperature monitors were deployed
- ✓ Erica and her crew will make temperature spot checks at regular locations. Larry Duvall has been assisting with the monitoring during his regular maintenance routines.

#### **Pending Items:**

- ✓ Ken Martig, will provide further information on cooling towers, an email has been sent.
- ✓ Erica will do some basic water and heat balance calculations to determine how much we can cool Cranberry Creek with a cooling tower versus a siphon. Pending

#### **August 2015 From this point on these items will most likely be done in 2016...**

- ✓ If needed, we will experiment with cooling the water at the dam outlet by some means, and we will measure downstream temperature and discharge in the creek over a period of days.
- ✓ Erica will complete a summary of our field work and distribute it.
- Work with the Mason County Department of Public Works on sidewalks/walking paths, still have not received any further information.

#### **Long Term**