

Lake Limerick



COUNTRY CLUB

**LAKE LIMERICK COUNTRY CLUB
BOARD OF DIRECTORS
MINUTES
December 19, 2015**

I. ROLL CALL:

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 participated by phone.

II. APPROVAL OF MINUTES:

Board Minutes of November 21, 2015

A Motion was made by Penny Cory, seconded by John Rizzo, and passed with no Nays as follows:

To approve the Minutes of November 21, 2015 as written

III. FINANCIAL REPORT: Attached.

Next meeting the BOD Members will be supplied a copy of the P&L for the previous month.

Esther also reported that our Liability Insurance has been renewed for the next year.

A Motion was made by Dick Sirokman, seconded by Penny Cory, and passed with no Nays as follows:

To approve the Financial Report for November 2015 as presented.

IV. GUESTS FROM THE FLOOR: Request to be added to the agenda

Robbi Alberts 01-048 Process used to close the "dip" over the Navy railroad tracks.

Chris Johannesen 02-130 Frank Foundation Logging Report

V. CONSENT AGENDA: (Committees motions, attached)

A Motion was made by Esther Springer-Johannesen, seconded by John Rizzo, and passed with no Nays as follows:

To approve the Consent Agenda as presented and to include the approval of all Committee Minutes, in particular the Architectural Committee Minutes.

VI. OLD BUSINESS:

1. Dredging Status Update – Brian Smith has been working with Agua Tierra regarding the Scope of Work, Contracts, and Time Lines. It is expected that a final contract between LLCC and Agua Tierra will be ready for approval at the next Board meeting as well as a draft of the bid package(s) to be sent out to contractors.

2. Committee Resolutions, Ad-Hoc Committee Report, This is tabled for the January Meeting

3. Railroad Update – Navy Team Report, Glen Bachman reported that Alan Burdick is our new representative at the Navy as Mr. Reed has retired. To date Mr Burdick has not returned calls to Glen and his voice mail is full!

The crossing "dip" closure has been completed, this was initially recommended to be done as soon as possible by the Greens Committee in November, the BOD approved it at their November meeting. Our staff accomplished this within 2 weeks of approval. Robbi Alberts stated that the new signs are nice but need to be much bigger especially the #4.

The Navy would like a proposal made up regarding the Dam road for continued use to access our Dam. They have stated they will not "sell" the land but will work with us for continued access.

4. Entrance Signs – Linda Smith ordered a banner as a temporary sign while our entrance sign is drying and awaiting refurbishing.

5. Sleaford House Bids, Kristi Buck came to the Meeting to present the three current bids for this house. All bids were cash sales and contingent on LLCC doing the Septic Inspection/Pumping. The bids ranged from \$45,000 to \$70,500.

A Motion was made by Dick Sirokman, seconded by Glen Bachman, and passed with no Nays as follows:

To accept the offer for \$70,500.00 presented by Berkshire Realty on behalf of their purchasers with the understanding that Lake Limerick will conduct the Septic Inspection.

6. Code of Conduct/Civility in Contacts Resolution

A Motion was made by Penny Cory, seconded by Mark Franklin, and passed with no Nays as follows:

To complete the Item V. Consequences for Use of Prohibited Behaviors with an initial fine amount of up to \$500, for the first violation and up to \$500 for each successive violation within a five year period.

A Motion was made by Dick Sirokman, seconded by Norm Bartoo and passed with 4 Nays from members in attendance John Rizzo, Penny Cory, Norm Bartoo and Mark Franklin the tie was decided by President Kelly Evans as follows:

To table the approval of the Civility in Contacts Resolution until the January Board of Directors meeting leaving time for further review by Board Members.

VII. NEW BUSINESS

1. Youth Committee Volunteers, Sheila presented 2 names of volunteers who have come forward to participate on the Youth Committee. Ms. Lawrence will be contacted by the General Manager and referred to the Inn Committee Chair for coordination between the two committees. The second volunteer is a renter but extremely willing to work on this committee, her number will be passed on to Ms. Lawrence.

2. Social Privilege Clarification. Rules for Social Privilege were reviewed and it is agreed that the Tom & Jerry Party is for Lot Owner/Members only. An addition to the back of the Social Privilege cards will specify what amenities are not included with a social privilege.

3. Chris Johannesen reported that several greenbelt trees fell during our recent storms but no property damage occurred. All of the greenbelt trees are now down and we should expect payment after the first of the year.

VII. OTHER BUSINESS

1. Manager's Report, attached

2. Phyllis Antonsen noted that the Resolution discussed in Old Business Item 6 was available in Board Member boxes at least by Friday for review prior to the Meeting.

3. Bud Morrow commented that our Restaurant and Lounge Staff always look great in their uniforms, can we please provide our chef with a uniform as a representative of our staff. The General Manager will see to this.

4. Nominating Committee Chair, the Office Staff will put a request for volunteers in the January Billing.

VIII. CORRESPONDENCE: None

IX. ANNOUNCEMENTS

December 19, Christmas Dinner at the Inn

December 31, New Year's Eve Party

There will not be a Greens Committee Meeting in January.

January 9, Lake Dam Meeting (instead of the 2nd)

January 1 – 14, Inn Closed for Kitchen Upgrades and Deep Clean

January 16, Next BOD Meeting

January 21, Free Family Night Bingo

X. MOTION TO CONVENE TO CLOSED SESSION:

A Motion was made by Penny Cory, seconded by Glen Bachman, and passed with no Nays as follows:

To convene to Closed Session

XI. CLOSED SESSION: Personnel

XII. MOTION TO RECONVENE TO OPEN SESSION:

A Motion was made by Penny Cory, seconded by John Rizzo, and passed with no Nays as follows:

To reconvene to Open Session

XIII. MOTION TO ACCEPT ALL CLOSED SESSION MOTIONS: None

XIV. MOTION TO ADJOURN MEETING

A Motion was made by Esther Springer-Johannesen, seconded by Glen Bachman, and passed with no Nays as follows:

To adjourn the meeting at 10:49 a.m.

These minutes have not been approved by the Board of Directors

Respectfully Submitted by: Sheila Hedlund

BOARD OF DIRECTORS MEETING

December 19, 2015

	Division/Lot #	Printed Name	Signature
1	2-113	Budd Morrow	Budd Morrow
2	2-150	Sheila Nokes	Sheila Nokes
3	2-150	JERRY NOKES	Jerry Nokes
4	1-153	Paul Wagner	Paul Wagner
5	1-45	Dorothy Fowler	Dorothy Fowler
6	1-48	Robbi Albutz	Robbi Albutz
7	Guest	^{John L. Scott} Kristy Bink	Kristy Bink
8	3-515	Rhonda Mayner	Rhonda Mayner
9	2-36	Nan Stricklin	Nan Stricklin
10	2-129	CHRIS JOHANNESSEN	Chris Johannesen
11	5-124	Jim Nutt	Jim Nutt
12	3-76	GAYLE WILCOX	Gayle Wilcox
13	1-35	Laura Berlin	Laura Lee Berlin
14	5-36	Samantha Franklin	Samantha Franklin
15	2R-21	Mary Lou Trautmann	Mary Lou Trautmann
16	40 85	Bruno Conkey	Bruno Conkey
17			
18			
19			
20			
21			
22			
23			
24			
25			

	November-15					
	FINANCIAL RECAP					
	2015	2014	2013	2012		
Cash In Bank Admin	\$11,193.19	\$1,179.87	\$5,749.35	\$8,234.74		
Cash In Bank Water	\$264,221.25	\$221,672.79	\$121,601.72	\$131,359.30		
Reserves Admin	\$89,466.76	\$56,918.44	\$18,755.43	\$21,934.66		
Reserves Lake Mgmt	\$11,274.86	\$495.54	\$5,758.18	\$3,613.48		
Reserves Water	\$159,710.33	\$157,525.25	\$153,620.50	\$151,294.82		
Reserves Water Main Line	\$191,481.57	\$130,146.57	\$64,841.57	\$ -		
Dredging Account	\$435,661.07	\$239,146.52	\$87,268.38	\$ -		
Well#6 Reserves	\$50,294.50	\$ -	\$ -	\$ -		
	Nov-15	Nov-14	Nov-13	Nov-12	YTD	YTD vs Budget
Revenue Admin	\$88,417.50	\$81,320.00	\$82,022.64	\$71,259.00	\$176,796.17	\$199,050.00
Gross Revenue Sales	\$58,852.88	\$54,630.77	\$57,941.44	\$52,980.62	\$130,150.85	\$169,504.75
Net Income	\$147,270.38	\$135,950.77	\$139,964.08	\$124,239.62	\$306,947.02	\$368,554.75
Direct Costs	\$11,026.97	\$10,422.82	\$17,275.29	\$10,662.79	\$31,082.57	\$40,959.50
Gross Profit	\$136,243.41	\$125,527.95	\$122,688.79	\$113,576.83	\$275,864.45	\$327,595.25
Expenses	\$98,959.94	\$124,111.35	\$102,865.88	\$108,224.01	\$268,313.74	\$329,773.63
Operating Profit	\$37,283.47	\$1,416.60	\$19,822.91	\$5,352.82	\$7,550.71	\$(2,178.38)
Other Income/Expenses	\$(3,206.18)	\$4,922.59	\$5,792.65	\$2,745.22	\$ -	\$ -
Net Profit	\$34,077.29	\$6,339.19	\$25,615.56	\$8,098.04	\$7,550.71	\$(2,178.38)
Dredging Assessment	\$ -	\$ -			\$ -	\$ -
Net Profit including SA	\$34,077.29	\$6,339.19	\$25,615.56	\$8,098.04	\$7,550.71	\$(2,178.38)
GOLF	\$(23,470.36)	\$(16,662.42)	\$(17,807.56)	\$(19,393.71)	\$(53,552.97)	\$(51,040.79)
Café	\$(1,649.40)	\$(3,100.64)	\$(2,470.57)	\$(4,648.20)	\$(5,002.68)	\$(11,680.70)
Green	\$(17,017.81)	\$(13,230.63)	\$(14,517.93)	\$(14,742.54)	\$(38,098.90)	\$(30,562.64)
Pro Shop	\$(4,803.15)	\$(331.15)	\$(819.06)	\$(2.97)	\$(10,451.39)	\$(8,797.45)
INN	\$(6,833.01)	\$(11,856.65)	\$(9,775.93)	\$(9,835.66)	\$(23,681.51)	\$(23,280.57)
Total Receivables:	As of 11/30/15>	\$400,527.61				
Receivables over 90 Days:	As of 11/30/15>	\$270,690.62				
There are 37 Legal accounts for a total of:						
Total Legal Receivables:		\$214,480.83			53.55%	of total receivables
Legal Receivables over 90 Days:		\$175,412.93			64.80%	of 90 day receivables
Top 5 Legal accounts = 4% of total legal a/r		\$95,178.97				
Top 10 Legal accounts = 63% of total legal a/r		\$136,286.80				

CONSENT AGENDA
December 19, 2015

WATER COMMITTEE:

Motion was made by Don Bird, seconded by Gary Lentz and approved with no Nays as follows:
To approve the minutes of November 14, 2015 as written

A Motion was made by Mark Franklin, seconded by Don Bird and approved with no Nays as follows:
To approve the forgiveness request from Account 101247, in the amount of \$34.00

LAKE DAM COMMITTEE:

Approval of Previous Minutes: **Motion** to approve by Dave Kohler, seconded by Debbie Moore, passed unanimously

The meeting is currently scheduled for New Year's weekend (January 2). The Committee discussed the need to meet in January 2016, planned member absences, etc. The Committee agreed that the Dredging Project would likely have products and issues for review and recommendation and that there should be a meeting on January 9, 2016. BOD Member Cory pointed out that the restaurant kitchen remodel and annual Inn cleaning would be going on and the Committee should consider an alternative meeting location.

Motion: *I move that the Lake Dam Committee meet the second Saturday in January 2016 (January 9) at 9:30 AM at a location TBD.* Motion made by Linda Smith, seconded by Dave Kohler, passed unanimously.

GREENS COMMITTEE:

The minutes were approved as written.

FINANCE COMMITTEE:

Motion: Sharon Hadsall moved that the November Minutes be approved. Bonnie Morrow 2nd, the motion passed unanimously.

Future menus will be printed in house from now on and placed in plastic sleeves for maximum preservation and substantial price reduction.

Motion: Penny Cory moved and Sharon Morrow 2nd the motion to have Menus printed in-house from now on. We still have a number of plastic sleeves but some new ones will need to be purchased. The motion passed unanimously.

ARCHITECTURAL COMMITTEE:

Approval of Minutes: Samantha Franklin **made a motion**, seconded by Chris Johannesen to accept the minutes of the November 14, 2015 meeting. Motion passed.

EXECUTIVE COMMITTEE: Scheduled for December 19, 2015 @ 8:15 a.m.

GENERAL MANAGER'S REPORT
December 19, 2015

ADMINISTRATION:

The new Quick Books Transfer is complete! I have only to put together the End Of the Year Information for the CPA's office I do each year...

- Sheriff's Office, 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. Please let me know if the BOD would like to continue consideration of this proposal.

INN: Banquets for December ~ there are several more Christmas banquets scheduled for this month, so far I have received raving reviews from all who have attended!

There will be a Memorial Service for Tillie Waldron on January 9th, the Inn will still be closed but this should not affect this function. There is also a wedding scheduled for February 13th.

MAINTENANCE DEPARTMENT:

Completed Projects

Maintenance ~ Equipment Carport Site prepared Carport Installed, installed new outside lighting, checked and installed heat tapes on water lines, Changed HVAC filters, Contracted annual HVAC service, contracted septic pumping inn and pro shop.

Inn ~ Kitchen Remodel meeting with Inn Committee, Set up remodeling schedules with staff and contractors, ordered new freezer and prep table, scheduled window cleaning and carpet cleaning, Installed new outside light fixture on patio, Installed shelf over Great Hall bar and did touch up painting, painted top of dumb waiter,

Green belts, trees inspected and tagged for removal the week of the 22nd.

Pro Shop ~ Installed new TV, New Pro Shop door purchased and painted, Installed new kick plates on ice room and front doors

Lake/Dam ~ Installed new post at Banbury, installed debris diverter at Leprechaun, pulled Lake Patrol Boat, Barge pulled Friday, Surveyed Dams, creeks, docks and lakes during and after heavy rain storms.

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 are researching electronic tee sheet programs, we are in the process of going through the contract and getting feedback from the vendor.

- 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. Scheduled for after the first of the year.

Dennis is working on Tournament packages and will be supplying me with a list of currently scheduled tournaments

The Christmas tournament went well with 51 players they raised \$855 which was donated to our greens crew who get laid off annually. THANK YOU!

- The Christmas Sale and Open House was successful with sales of \$1200.00

- Dennis will be managing the Marshall program next year.

GREENS REPORT

- The new parking area around the backside of the maintenance fence is progressing with final bids for the tree and stump removal coming in at \$2100.

- A new fence will be put up at bunker area at #6. This fence and the well fence will have fabric around them and landscaping will be done

- The "Dip" project over the Railroad tracks is completed with new direction signs.

- Other scheduled winter projects are the #7 drop area, and bunker repairs.

- Jason is currently researching a new irrigation control system, ours is out of date and if it should break down there are no parts available to repair it. Jason will have a proposal for our next BOD Meeting.

LAKE DAM REPORT

- Kimber Construction has been turned over to our attorney, a letter is being prepared.

- Ken Martig has gave us some new ideas for the Island Project, these have been approved. Linda Smith is trying to arrange a meeting time with Mr. Martig and possible contractors.

- Dredging Update – Brian Smith is now working directly with Christian to see that the Dredging project stays on track through completion.

WATER REPORT

- 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 contractor installed the new mainline on Wednesday (16th) and "rumor has it" that the road will be opened today (17th) but will not be paved.

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.

- We will continue our work with the Squaxin Tribe regarding the temperature of the lake as they contact us with future projects and/or goals.