



**LAKE LIMERICK COUNTRY CLUB
BOARD OF DIRECTORS
MINUTES
March 19, 2016**

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, John Torkelson via teleconference and Water Chair Phyllis Antonsen.

II. APPROVAL OF MINUTES:

A Motion was made by Dick Sirokman, seconded by Penny Cory, and passed with no nays as follows:
To approve the Board Minutes of February 20, 2016 as written

III. FINANCIAL REPORT: Attached.

A Motion was made by Mark Franklin, seconded by Glen Bachman, and passed with no nays as follows:
To approve the Financial report for February 2016 as presented

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

02-125 Carol Waszgis & Barb Dailey, Logging issues created by cutting on Frank Foundation land
2R-021 MaryLou Trautmann, March Newsletter
02-150 Jerry Nokes, Website

V. CONSENT AGENDA: (Committees motions, attached)

A motion was made by Dick Sirokman, seconded by Penny Cory 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 had to leave prior to giving his report, following is from his notes.
We are starting to get and review a lot of contract language. Need to have this and scope of work to issue an RFP (Request for Proposals)

We are looking into setting up a couple of pages on the LLCC Website to

- a. provide a place for members to get information
- b. provide a place for potential contractors to download permits and bid materials

Sheila reported that we sent out ten Letters of Interest to contractors on February 26th, three have responded and are awaiting the bid packets. Christian supplied Sheila with six more contractors and their letters were sent out on the 17th of this month.

2. Railroad Update – Navy Team Report

Packets have been prepared for a meeting with Alan Burdick of the Navy some time in April. The packets include the Emergency Action Plan for the Dam Safety Office showing the need to access the dam through the Navy's property for emergency and repair only.

3. Entrance Signs – Linda Smith was not able to attend the meeting, Brian left a report for her as follows:

See the General Manager's report for a summary of the entrance sign.

- a. The main entrance sign repair and rehab is going fine
- b. Jack Betterley has carved a new logo for the main entrance sign.
- c. Linda is working with the contractor for the other signs on color choice.

4 Lounge HVAC Bids

John Torkelson recommended that this project wait until the end of the summer when the five year plan for the Inn will be completed.

Larry has been tasked with adding "outside/fresh air" to the system to the current bid packets.

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

To get the balance of the information needed for the bid packets so that a decision can be made at the next meeting.

5. Inn roofing bids

John Torkelson once again recommended that this project be put on hold until the five year plan for the Inn can be completed.

Bids were reviewed from three separate contractors, the bids included options for reroofing with just new shingles, reroofing with new insulation (R-37) and new shingles and using metal roofing.

A Motion was made by Dick Sirokman, seconded by Penny Cory, and passed with two nays from John Torkelson and Esther Springer-Johannesen as follows:

To accept the Bid from Cogent Construction in the amount of \$27,740 to replace the shingles only and agree to the cost of \$1.75 per ft for any plywood that needs to be replaced.

6. Larry Duvall also reported on the need to replace the decks at the Inn prior to painting, he will have quotes for the next meeting.

VII. NEW BUSINESS

1. Member request for a street light at the Leprechaun Park area

John Torkelson recommended that all parks be inspected for lighting to assure that each one has the same protection.

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

To contact PUD for a light to be installed at the Leprechaun Park and to include inspection of the other parks lighting and have lights installed where needed.

2. Nominating Committee Report, Mary Lou Trautmann

Candidate's night is March 26th at 4:00 p.m. with dinner for the candidates following.

Mary Lou also inquired as to why the Candidate Statements were not in the Quarterly Newsletter. Sheila stated that the Election Issue is a separate Newsletter and that she understood that it was to go out later to encourage more members to attend Candidate's Night. Candidates Statements (without ballots) were not included in the Quarterly Newsletter due to this miscommunication. After some discussion, it was agreed that the March 25 date of mailing will not change.

3. Election Committee Resolution, Esther Springer-Johannesen

The current Resolution states that the Committee members be approved by the Board but the Counting Committee is not set up until just prior to the actual counting day and is put together with members who are available for that day. It is requested that the Chair be able to present the list to the President the week of the elections for approval.

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

To allow approval of the Committee Members by the President before the actual counting begins.

4. Barbara Dailey and Carol Waszgis came to the Board meeting to address the issues caused by the Clear Cut behind them on the Frank Foundation property.

To date the ladies have contacted the following:

DNR (Department of Natural Resources) who say that a State permit was not issued but had been applied for. They have met with "Guy" from the Frank Foundation who tried to ease the drainage issue while saying the water is coming from LLCC not the Foundation property.

They have contacted Mason County who stated that an Environmental Impact Statement was not applied for and recommended that the HOA attorney may want to get involved.

Chris Johannesen reported that the roads are so soggy on the Foundation property that they have equipment stuck back there they cannot get out! Once they can get to it and clear the wood they laid out for a road base it may alleviate the problem. They are going to attempt to do more work next week.

The ladies were also referred to the Office to speak with Janice regarding contacting the Frank Foundation and possible attendance at their next Board Meeting.

VII. OTHER BUSINESS

1. Manager's Report, attached

2. The Architectural Committee submitted a revised Winter Trailer Permit for review by the Board at their next meeting. Other options to consider would be setting an End Time to the use of the permits once a member "skips" a year they would not be able to renew and no new applications will be accepted. The other option suggested was to do away with the permits all together.

VIII. CORRESPONDENCE: None

IX. ANNOUNCEMENTS

March 24th Free Family Night Bingo

March 26th Easter Egg Hunt 10 a.m.

March 26th Candidate's Night 4 p.m.

March 27th Easter Brunch (there will be no dinner served) 10 a.m. – 1 p.m.
March 30th Deep Drilling of the Greens begins
April 16th Next BOD Meeting
April 16th Annual Meeting 2 p.m.
April 16th Magpies Bake Sale - noon
April 21st Free Family Night Bingo
April 22nd Parks open
April 23rd Fishing Derby

X. CLOSED SESSION: None

XI.MOTION TO ADJOURN MEETING

A Motion was made by Penny Cory, seconded by Esther Springer-Johannesen and approved with no nays as follows:

To adjourn the meeting at 10:15 a.m.

These minutes have not been approved by the Board of Directors

Respectfully Submitted by: Sheila Hedlund

BOARD OF DIRECTORS MEETING

March 19, 2016

	Division/Lot #	Printed Name	Signature
1	2-113	Bonnie + Budd Morrow	Bonnie Morrow
2	2R-27	D. SIMS	D. Sims
3	2R-21	Mary Lou Trautmann	Mary Lou Trautmann
4	2-150	Sheila Nokes	Sheila Nokes
5	1-153	PAUL WAGNER	Paul Wagner
6	3-371	Rhonda Mayner	Rhonda Mayner
7	1-17	BRIAN J. SMITH	Brian J. Smith
8	2-36	NAN STRICKLIN	Nan Stricklin
9	2-150	Jerome Nokes	Jerome Nokes
10	2-129	CHRIS JOHANNESSEN	Chris Johannesen
11	5-124	Jim Nutt	Jim Nutt
12	2-125	BARB DAILEY	Barb Dailey
13	2-123?	CAROL WASZGIS	Carol Waszgis
14			
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26			

	February-16					
	FINANCIAL RECAP					
	2016	2015	2014	2013		
Cash In Bank Admin	\$58,221.35	\$10,249.95	\$2,251.01	\$37,087.51		
Cash In Bank Water	\$196,581.14	\$222,301.17	\$159,141.26	\$160,213.64		
Reserves Admin	\$69,639.29	\$64,882.51	\$29,213.33	\$21,935.40		
Reserves Lake Mgmt	\$5,957.99	\$486.54	\$4,809.28	\$2,058.98		
Reserves Water	\$161,300.96	\$158,174.16	\$154,567.24	\$151,584.79		
Reserves Water Main Line	\$219,326.57	\$147,806.57	\$77,536.57	\$ -		
Dredging Account	\$456,718.73	\$621,017.20	\$130,858.96	\$22,483.70		
Well#6 Reserves	\$78,628.00	\$23,141.50	\$ -	\$ -		
Golf Project Account	\$21,739.19	\$ -	\$ -	\$ -		
	Feb-16	Feb-15	Feb-14	Feb-13	YTD	YTD vs Budget
Revenue Admin	\$92,131.92	\$83,435.78	\$81,822.83	\$72,836.27	\$446,686.76	\$464,425.00
Gross Revenue Sales	\$ 90,899.68	\$61,294.14	\$62,764.50	\$56,984.31	\$340,288.56	\$427,683.74
Net Income	\$183,031.60	\$144,729.92	\$144,587.33	\$129,820.58	\$786,975.32	\$892,108.74
Direct Costs	\$13,270.55	\$12,579.50	\$10,806.96	\$11,507.71	\$76,029.27	\$107,473.86
Gross Profit	\$169,761.05	\$132,150.42	\$133,780.37	\$118,312.87	\$710,946.05	\$784,634.88
Expenses	\$89,213.78	\$117,008.90	\$96,107.45	\$101,346.32	\$627,439.06	\$754,146.92
Operating Profit	\$80,547.27	\$15,141.52	\$37,672.92	\$16,966.55	\$83,506.99	\$30,487.96
Other Income/Expenses	\$233.43	\$(24,848.86)	\$3,442.63	\$3,487.38	\$45,745.72	\$6,873.91
Net Profit	\$80,780.70	\$(9,707.34)	\$41,115.55	\$20,453.93	\$129,252.71	\$37,361.87
Dredging Assessment	\$ -	\$ -	\$ -	\$ -	\$92,481.43	\$42,344.31
Net Profit including SA	\$80,780.70	\$(9,707.34)	\$41,115.55	\$20,453.93	\$221,734.14	\$79,706.18
GOLF	\$6,678.78	\$(23,433.35)	\$(15,895.74)	\$(19,020.38)	\$(120,976.62)	\$(93,385.01)
Café	\$(3,936.45)	\$(4,991.97)	\$(3,023.74)	\$(5,875.46)	\$(16,262.43)	\$(12,855.95)
Green	\$6,706.97	\$(16,661.82)	\$(12,643.66)	\$(12,763.04)	\$(76,610.86)	\$(70,734.23)
Pro Shop	\$3,908.26	\$(1,779.56)	\$(228.34)	\$(381.88)	\$(28,103.33)	\$(9,794.83)
INN	\$(3,032.91)	\$(8,587.08)	\$(8,929.04)	\$(5,931.59)	\$(55,618.46)	\$(67,888.74)
Total Receivables:	As of 2/29/16>	\$308,903.95				
Receivables over 90 Days:	As of 2/29/16>	\$222,660.57				
Total Legal Receivables:		\$142,262.76			46.05%	of total receivables
Legal Receivables over 90 Days:		\$116,171.69			52.17%	of 90 day receivables
*Top 5 Legal accounts =35 % of total Legal a/r		\$50,397.65				
*Top 10 Legal accounts =55% of total legal a/r		\$78,025.81				

CONSENT AGENDA
March 19, 2016

WATER COMMITTEE:

A motion was made by Don Bird, seconded by Gary Lentz and passed with no nays as follows:

To approve the minutes of February 13, 2016 as written

A motion was made by Don Bird, seconded by Brian Parnell and passed with no nays as follows:

To approve the one time forgiveness request for the Whitner's in the amount of \$68.00 and the \$2.00 late fee.

LAKE DAM COMMITTEE:

Approval of Previous Minutes: **Motion to approve**, moved by Linda Smith, seconded by Karen Kohler, passed unanimously.

Lake Limerick Level Logger replacement—GM—LLCC Maintenance reported that the water level logger/temperature sensor that had been placed at the bottom of the spillway washed away in high water flows. The Committee received reports and recommendations from both LLCC Maintenance and Harry Gibbons, LLCC's limnologist with TetraTech. Staff reported that the Squaxin Tribe no longer needs data from the bottom of the spillway. Harry Gibbons outlined four alternatives:

- a) Replace the logger at the old location. Estimated costs consistent with staff estimates of \$2,000-3,000.
- b) Replace only a temperature sensor at the old location, with a really secure chain. Cost \$500-1,000.
- c) Replace the logger but at the outlet weir structure at lake level (consistent with tribal recommendation)—cost \$2,500-3,000.
- d) Use data from the level logger at the Inn dock (after all the lake level is constant everywhere), build a temperature model based on historic data to estimate outflow water temperature (important for salmon recovery and federal clean water efforts ((TMDLs))) based on lake temperature and time of year. Outflows can also be estimated based on lake height and configuration of the weir boards. Cost—about \$800 maximum for labor.

MOTION: *I move that after consideration of the 4 options for mitigating the loss of the lower spillway level logger that LLCC not replace the lost level logger but rather ask TetraTech to produce a model from previous captured data for future use, estimated at \$800.* Motion made by Dave Kohler, seconded by Kelly Evans, carried unanimously.

GREENS COMMITTEE:

February minutes were approved as written.

INN COMMITTEE:

After reviewing last month's minutes, Penny Cory **moved that they be approved** and Deana Query 2nd the motion. It passed unanimously.

Motion: Penny Cory moved that we get 3 bids to build the wall as described. Deana Query 2nd the motion. It passed unanimously.

ARCHITECTURAL COMMITTEE:

Approval of Minutes: Jim Nutt made a motion, seconded by Norm Bartoo to accept the minutes of the February 13, 2016 meeting. Motion passed.

EXECUTIVE COMMITTEE: Scheduled for March 19, 2016 @ 8:15 a.m.

GENERAL MANAGER'S REPORT

March 19, 2016

MANAGER'S REPORT:

Brian Smith has been on top of the entire process especially the "timing" portion with is so important for the completion of this Project. The first draft of the Contract Master Documents were received last night and more sections were promised for today (3/17/16). The dock removal portion of the project will be handled in house with Larry Duvall as the Lead on the actual moving of the docks. The office staff will be assisting the committee with the communication portion and the Lake Dam Committee will determine which docks need to be removed from the Lake.

- I went to the Maintenance Shop the other day to see the progress of the refurbished Main Entrance Sign. It is absolutely beautiful! There is still quite a bit of work to be done to complete it. I am sure that the entire Community will be pleased with their newly refurbished sign! Thank you to my entire staff who have been working so hard on this project!
- I have turned in the End of Year reports to our CPA, they will be working closely with me once the tax season has ended.
- All Departments have been busy during the winter gearing up for our Spring and Summer events and projects, below are some highlights of accomplishments and pending projects.

INN:

- Saint Patrick's Day ~ we served 66 People.
- Clint is currently working on the menus for Easter Brunch see Inn Minutes for more details.
- Tonight is the Annual Fire Fighters Award Banquet we are expecting 85 guests.
- It is a great pleasure to work with Clint again.

MAINTENANCE DEPARTMENT:

Completed Projects

A new pro shop door has been installed.

10 new LED lights have been installed on the back Inn Deck.

Larry Met with Brian Smith regarding the Dock Moving project and graffiti paint for our community buildings.

Larry Met and worked with HVAC Contractors (bids included in BOD Information email)

Larry Met and worked with Roofing Contractors (bids included in BOD Information email)

Repaired Snack Shack plumbing

Moved clothing wall panels at Pro Shop

Installed facet eye wash device at Café

Larry, Joe, Jason and Sheila Met with Tim Reber concerning buoys and Leprechaun Bollards

Inn parking lot lights have been installed

Ordered a street light for the pump house from PUD

New Street Signs have been installed

PRO SHOP/CAFÉ REPORT

- 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 has completed the Tournament packages
- Dennis is managing the Marshall program and has Marshall's ready for work in April.
- Dennis made a proposal to the Greens Committee regarding changing the summer hours for the Pro Shop. The new hours will be reflected in the attached calendar

GREENS REPORT

- The new parking area around the backside of the maintenance fence is progressing the tree and stump removal has been accomplished. The completion of the project will cost approximately \$2770.

Work at the tee box and bunker area at #6 is scheduled for completion within the next week sod has been ordered.

LAKE DAM REPORT

- Kimber Construction has been turned over to our attorney. Kelly will be working with the Attorney's office to determine our options.

- Ken Martig has given us some new ideas for the Island Project, these have been approved. Linda Smith has contacted Mr. Martig and it was decided that this is not a good time of year to proceed with contractors, the lake is high and the weather is uncooperative! This still hold true this month!

Dredging Update –The Dredging Contractor bid packages first draft has been received by Brian and Sheila for review.

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.
- Another leak was repaired on Way To Tipperary.

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.
- Work with the Mason County Department of Public Works on sidewalks/walking paths, still have not received any further information. **Long Term**

CALENDAR OF EVENTS:

- March 26th, Easter Egg Hunt
- March 26th, Candidate's Night
- March 27th Easter Brunch
- March 30th Deep Drilling of the Greens
- APRIL PRO SHOP HOURS ~ 7 a.m. – 7 p.m. CAFÉ 7 a.m. – 5 p.m.
- April 16th Annual Meeting
- April 16th Magpies Bake Sale
- April 22nd Parks Open
- April 23rd Fishing Derby> This has been corrected on the Master Activity Calendar!
- MAY PRO SHOP HOURS 7 a.m. – 8 p.m. CAFÉ 7 a.m. – 5 p.m.
- May 8th Mother's Day
- May 21st Magpies Spring Party
- May 21st Magoo Tournament
- JUNE PRO SHOP HOURS 7 a.m. – 8 p.m. CAFÉ 7 a.m. – 5 p.m.
- June 8th Ladies Golf Shamrock Tournament and Luncheon
- June 18th Glow Ball
- June 19th Father's Day
- June 25th Lake/Dam Meeting for July
- JULY PRO SHOP HOURS 7 a.m. – 8 p.m. CAFÉ 7 a.m. – 5 p.m.
- July 2nd Lake Limerick Daze
- July 23rd Adopt A Pet Touranment
- July 27th Ladies Golf Guest Day
- July 30th Community Garage Sale
- AUGUST PRO SHOP HOURS 7 a.m. – 8 p.m. CAFÉ 7 a.m. – 5 p.m.
- August 6th Saint Andrews Open
- August 13th Kostelecky Tournament
- August 13th Nokes Tournament
- August 27th Hren Tournament
- August 29th Aerofication of the Greens
- SEPTEMBER PRO SHOP HOURS 7 a.m. – 7 p.m. CAFÉ 7 a.m. – 5 p.m.
- September 3rd, End of Summer Bash
- September 8th Men's Golf Banquet
- September 10th Levine Tournament
- September 24th Magpies Fashion Show

- September 28th Ladies Golf End of Season Luncheon
- OCTOBER PRO SHOP HOURS 7:30 a.m. – 6 p.m. CAFÉ 7:30 – 5 p.m.
- October 5th, October Fest
- October 15th Semi Annual Meeting
- October 29th, Magpies Annual Bazaar
- October 31st, Kids Halloween Party
- NOVEMBER PRO SHOP HOURS 8 a.m. – 3 p.m. CAFÉ 8 a.m. – 3 p.m.
- November 1, Parks Closed
- November 23, Thanksgiving Dinner
- November 29, Inn Decorating
- DECEMBER PRO SHOP HOURS 8 a.m. – 3 p.m. CAFÉ 8 a.m. – 3 p.m.
- December 4, Pro Shop Open House
- December 10, Tom & Jerry Party
- December 17, Christmas Dinner
- December 31st, NYE