



**LAKE LIMERICK COUNTRY CLUB  
BOARD OF DIRECTORS  
MINUTES  
March 16, 2019  
9:00 AM**

1. **PRESENT:** Vice President Brian Smith ,Secretary Samantha Franklin, Treasurer Connie Wong, Directors Kelly Evans, Dave Kohler, Sharon Hamilton, Norm Bartoo , Don Bird (Ex Officio)

**EXCUSED:** President Paul Wagner, Amanda Stephen

**ABSENT:** None

2. **APPROVAL OF MINUTES**

**Action:** *Motion to Approve of minutes of February 16, 2019 as submitted made by Kelly Evans, seconded by Dave Kohler, and passed with no nays.*

3. **FINANCIAL REPORT**—Treasurer Connie Wong

Connie Wong gave the financial report noting that as anticipated, given the season, last month we lost money in Inn, cafe and golf, but we have sufficient reserves. She and Roger responded to questions. Restaurant use is up despite the winter season.

**Action:** *Motion to Approve Financial Report made by Dave Kohler, seconded by Sharon Hamilton, passed with no nays.*

4. **ADDITIONS TO THE AGENDA**

None

5. **GUESTS FROM THE FLOOR**

A member asked about stocking the lake for the fishing season noting that he had been advised that Lake Limerick was fished out following the fishing derby. Dave explained the process for stocking the lake. Washington state supplies 8000 fish and LLCC also buys fish by the pound. When these are placed in the Lake is dependent on the vendor and availability. Other members assured him that fish are available the entire season though in warm months they tend to hide deeper in the lake.

6. **CONSENT AGENDA**—Motions to Board from Committee Minutes

It is specifically noted that although the Compliance committee had no motions to the Board all their reported actions were reviewed by the Board and the Board concurred with their actions. Dave explained the intersection of The Lake/Dam Committee with Compliance. After the Lake/Dam Committee has advised members regarding

noncompliant docks, the member will either apply for a permit to repair the dock, remedy the situation in some other manner, or, rarely, take no action. For those few who remain noncompliant the entire record of interaction will be forwarded to the Compliance Committee to send fine letters in accordance with the fine schedule. Don Bird clarified the motion from Water Committee. Purchase of Uninterrupted Power Supply devices will keep security cameras on for a period of time and send notification to SCADA if power is interrupted.

Roger Milliman and Vern Duggan from Greens Committee explained their search for a replacement golf pro. Although a pro would be the ideal, they may end up hiring a golf manager. The choice is largely a function of who will accept this part time job. The Greens Committee is also working in conjunction with the Inn Committee to rebrand the golf course to make it more attractive to the public. Roger reached out to the Shelton high school and the whole high school golf team played our course last week.

**Action:** *Kelly Evans moved and Dave Kohler seconded that the consent agenda be approved noting review and acceptance of the compliance minutes. Motion passed with no nays.*

**7. PRESIDENT'S REPORT-** President Paul Wagner

President Paul Wagner was on vacation.

**8. COMMUNITY ASSOCIATION MANAGER'S REPORT-CAM** Roger Milliman

CAM Roger Milliman reported:

We finally have an agreement with the county for them to accept payment from our insurance company and fix Mason Lake road.

The high temp dishwasher is installed and works well.

He has hired a new sous chef, someone to work the golf desk and one more wait staff.

Asset labeling is beginning with the Inn Committee and continuing with the Water Committee.

MC squared has agreed to complete their work on the deck plan next week but construction may be postponed until fall so that use of the patio won't be interrupted this summer.

He has submitted a three-page white paper on the proposed payment via web site option.

Roger then responded to questions from the Board and the audience. Downed trees in the green belts will be taken care of by maintenance those on private property will not. Kelly stated that there are at least three firms locally that will recycle yard waste for a fee. The association does not currently have an attorney but we are in the process of

searching. Roger gave details about the cost and benefits of the PSN system. The chief benefit being a large saving of staff time.

#### **9. OLD BUSINESS**

- a. Navy Easement- Brian Smith reported that this process is now back with the Navy.
- b. Inn Deck- Covered in CAM report.
- c. Request to fund ski course. After a lengthy discussion, it was agreed that this is an issue with multiple concerns that various groups in the community feel strongly about. Dave encouraged those with questions to attend Lake/Dam Committee meetings. Brian suggested that the Lake/Dam Committee, as the originating committee, should conduct further member dialogue to try to identify where current conflicts could be resolved, and areas where identified conflicts were unlikely to be resolved prior to a BOD decision. Dave volunteered the Lake/Dam Committee could hold a work session after the regular Committee meeting the first Saturday in April.

**Action:** *Sam Franklin moved and Connie Wong seconded that further discussion take place at the April Semi-Annual meeting with adequate notice to the membership so that all stakeholders have an opportunity to have input. The motion passed with no nays.*

**Action:** *Kelly moved, and seconded, that this item be continued to the April Board meeting. Motion passed with no nays.*

- d. Web site payment option. CAM Roger Milliman explained the PSN proposal in detail and answered Board and member questions. He also provided an implementation schedule.

**Action:** *Kelly Evans moved and Connie Wong seconded that we approve the PSN proposal. Motion passed with no nays.*

#### **10. NEW BUSINESS**

- a. Search for Golf Pro. See Discussion in Consent Agenda item above.

#### **11. OTHER BUSINESS**

Joel Gray reported that he took a picture of an algae bloom at the end of Lake Limerick that could be caused by sewage run off from the development just off Limerick road. A discussion ensued about various concerns about these multiple dwellings with no in ground septic systems. Brian has been keeping the county aware of our concerns. Kevin Shetty is our area's county commissioner.

#### **12. CORRESPONDENCE**

None

#### **13. ANNOUNCEMENTS AND UPCOMING EVENTS**

- a. Brian Smith highlighted that the Candidate forum was that afternoon at 3:30 PM

**14. MOTION TO CONVENE TO CLOSED SESSION**

There were no motions to convene in closed session.

**15. CLOSED SESSION**

**16. MOTION TO RECONVENE TO OPEN SESSION**

**17. MOTION TO ACCEPT ALL MOTIONS MADE IN CLOSED SESSION**

**18. MOTION TO ADJOURN**

**Action:** *Kelly Evans moved and Connie Wong seconded that the meeting be adjourned.*

*Motion passed with no nays.*

**Lake Limerick Country Club Board of Directors  
CONSENT AGENDA  
March 16, 2019**

**The Board approves the specific actions of the Architectural Committee on individual permits, complaints and other business matters as presented in their meeting minutes.**

**The following are motions to the Board of Directors from the indicated committees as presented in their minutes from their most recent meetings.**

**Compliance Committee**

No special motions. Specific administrative actions are listed in the March 2019 list of actions for Board approval.

**Greens Committee**

Motion was made by Lance Levine to submit the revised Resolution to the Board of Directions. Gayle Wilcox gave a second. Motion passed with no nays. See attached

**Inn Committee**

No motions to Board

**Lake Dam Committee**

No motions to Board

**Water Committee**

Motion was made by Brandon Koch, seconded by Mark Franklin and passed with no nays to purchase and install 7 ups and 6 relay cards for the SCADA system at a cost not to exceed \$7,500.00. This money has already been budgeted and is included within the water capital projects budget.

A motion was made by Norm Bartoo and seconded by Brandon Koch and passed with no nays as follows: The Water Committee supports LLCC Board of Directors efforts to enter into a contract with Payment Service Network to accommodate LLCC membership utilizing online payments.

# Lake Limerick Profit & Loss February 2019

	Feb 19
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
40000 · Income	0.00
40100 · Income - Banquets	34.00
41000 · Income - Cafe	1,695.80
42000 · Income - Golf	8,470.34
44000 · Income - Lounge	6,927.57
45000 · Income - Restaurant	9,720.92
46000 · Income - HOA	
46100 · Fines & Fees	2,410.00
46200 · Membership Dues	115,323.00
46300 · Social Members	200.00
46000 · Income - HOA - Other	125.00
<b>Total 46000 · Income - HOA</b>	<b>118,058.00</b>
49999 · Miscellaneous Income	300.00
50009 · Returned Check Charges	25.00
<b>Total Income</b>	<b>145,231.63</b>
<b>Cost of Goods Sold</b>	
50000 · Cost of Goods Sold	
50100 · Food	7,251.23
50200 · Liquor	511.18
50000 · Cost of Goods Sold - Other	145.97
<b>Total 50000 · Cost of Goods Sold</b>	<b>7,908.38</b>
<b>Total COGS</b>	<b>7,908.38</b>
<b>Gross Profit</b>	<b>137,323.25</b>
<b>Expense</b>	
60000 · Advertising and Promotion	0.00
60201 · Fuel/Gas Expense	1,520.15
60400 · Bank Service Charges	313.35
61700 · Computer and Internet Expenses	366.55
62500 · Dues and Subscriptions	557.00
62600 · Employee Expense	
62601 · 401(k)	543.67
62602 · New Hire	71.28
<b>Total 62600 · Employee Expense</b>	<b>614.95</b>
62900 · Equipment Lease	3,868.97
63300 · Insurance Expense	
63310 · General Liability Insurance	4,467.68
63320 · Health Insurance	2,234.32
<b>Total 63300 · Insurance Expense</b>	<b>6,702.00</b>
63500 · Janitorial & Laundry Expense	1,163.26
63600 · Labor	53,633.66
63800 · Legal	100.00
64400 · Merchant Account Charges	1,081.43
64901 · Office Expense	596.01
64902 · Office Supplies	956.61
66000 · Payroll Expenses	5,562.28
66100 · Payroll Tax Expense	6,892.47
66500 · Postage and Delivery	1,009.25
66700 · Professional Fees	570.00
67200 · Repairs and Maintenance	4,065.08
67800 · Small Tools and Equipment	3,242.90
67805 · Supplies	2,205.50
68000 · Tax Expense	1,413.38
68001 · Taxes - Excise	0.00
68100 · Telephone & Television Expense	1,332.95
68400 · Travel Expense	6.00
68500 · Uniforms	289.35

Lake Limerick  
**Profit & Loss**  
February 2019

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	Feb 19
68600 · Utilities	4,376.10
Total Expense	102,439.20
Net Ordinary Income	34,884.05
Other Income/Expense	
Other Income	
70200 · Interest Income	25.94
Total Other Income	25.94
Net Other Income	25.94
Net Income	<u>34,909.99</u>

**BALANCE SHEET ACCOUNTS**  
February 2019

2/28/2019

Cash in Banks	Current Month	Balance
<b>Operating Account</b> Heritage Operating	\$ -	\$ 86,466.10
<b>Special Assessment Accounts</b> Heritage - Golf Projects	\$ -	\$ 8,831.68
<b>Savings Accounts</b> Heritage: Money Market	\$ -	\$ 230,774.45
<b>Reserve Account</b> Ed Jones CD	\$ -	\$ 182,663.78
<b>Total Cash in Banks:</b>		<b><u>\$ 508,736.01</u></b>

Accounts Receivable	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Current - credits are prepaid accounts	\$ 1,190.00	\$ 11,617.81	\$ 10,056.05	\$ 1,155.44	\$ 7,630.14	\$ 30,459.44
Accounts - Members not in good standing	\$ 10,120.26	\$ 35,286.32	\$ 19,517.36	\$ 15,730.35	\$ 197,641.21	\$ 278,295.50
						<b>\$ 247,836.06</b>

Accounts Payable	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Vendors - does not include water	\$ 9,637.22	\$ 3,303.38	\$ (252.72)	\$ (4.13)	\$ (46.26)	\$ 12,637.49
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals:</b>	<b><u>\$ 9,637.22</u></b>	<b><u>\$ 3,303.38</u></b>	<b><u>\$ (252.72)</u></b>	<b><u>\$ (4.13)</u></b>	<b><u>\$ (46.26)</u></b>	<b><u>\$ 12,637.49</u></b>



CASH ACCOUNTS

Feb-19

2/28/2019

Location	Type	Name	Balance	Operating	Savings	Reserve	Property Sales
<b>HOA</b>							
Heritage	Checking	Operating	\$ 86,466.10	\$ 86,466.10			
Heritage	Money Market	LLCC Savings	\$ 230,774.45				
Edward Jones	CD 6 month	LLCC Corp. Reserve	\$ 182,663.78			\$ 182,663.78	
Heritage	Checking	Golf Projects	\$ 8,831.68	\$ 8,831.68			
<b>Total HOA</b>			<b>\$ 508,736.01</b>	<b>\$ 86,466.10</b>	<b>\$ 8,831.68</b>	<b>\$ 182,663.78</b>	<b>\$ -</b>
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<b>Water</b>							
Heritage	Checking	Water Operating	\$ 104,232.66	\$ 104,232.66			
OCCU	Checking	Water Committee	\$ 145,587.73				
OCCU	Savings	Water Committee	\$ 101,716.81		\$ 101,690.90		
Edward Jones	CD 6 month	Water Mainline	\$ 517,699.89			\$ 517,699.89	
Edward Jones	CD 6 month	Well #6 Reserves	\$ 154,508.22			\$ 154,508.22	
Edward Jones	CD 3 month	Savings	\$ 297,708.87		\$ 297,708.87		
Heritage	Money Market	Water Mainline	\$ 44,310.36			\$ 37,562.71	
Heritage	Money Market	Well #6 Reserves	\$ 25,157.67			\$ 21,106.17	
<b>Total Water</b>			<b>\$ 1,390,922.21</b>	<b>\$ 104,232.66</b>	<b>\$ 399,399.77</b>	<b>\$ 730,876.99</b>	<b>\$ -</b>
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<b>TOTAL:</b>			<b>\$ 1,899,658.22</b>	<b>\$ 190,698.76</b>	<b>\$ 408,231.45</b>	<b>\$ 913,540.77</b>	<b>\$ -</b>