

*Lake Limerick C.C.*



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**LAKE LIMERICK COUNTRY CLUB  
BOARD OF DIRECTORS  
MINUTES – TELEPHONE CALL \*  
March 21, 2020**

1) **Roll Call:** President, Brian Smith; Vice President, Tim McKern; Secretary, vacant; Treasurer, Connie Wong; Directors: Pat Paradise, Dave Kohler, Amanda Stephen, Norm Bartoo, Tamra Ingwaldson, Dean Dyson; Don Bird (Ex Officio)

2) **Approval of Minutes:**

- a. **Action:** Tamra Ingwaldson moved and Tim McKern seconded to approve the February 2020 Minutes, noting that the closed session minutes were not available for approval. Motion passed unanimously.

3) **Financial Report:** Treasurer, Connie Wong

- a. **Action:** Dean Dyson moved and Norm Bartoo seconded to accept the financial report as presented. Motion passed unanimously.

4) **Additions to the Agenda from Board - NONE**

5) **Presidents Report:** Brian Smith

Brian noted the importance of BOD members making themselves available to for quick decision during this time. It was mentioned that if an email requires immediate attention perhaps a text message should go out to all BOD members to check their email.

6) **CAM Report:** Roger Milliman

Retail sales started trending down starting the first week of March due to COVID-19.

Regarding the water main break on November 12, the UTC contacted informing since they do not regulate private utilities that the case is dropped with no fine.

Our security program continues to be analyzed. Mason County Sheriff Department informs the best deterrent is motion lighting, motion cameras, neighbors watching out for each other and Neighborhood Watch. Contracted Sheriff patrols would cost \$50-\$80/hour depending on availability. Two private security companies were contacted and for night patrol services 7 nights/week would cost \$100,000/year.

- Tamra Ingwaldson asked about Citizens on Patrol service; to be researched
- Public entrance cameras for 8 entrances from Mason Lake Road; to be researched

Board202003Minutes

\*Due to COVID 19 restrictions and as provided in LLCC Bylaws Article V.F.6

Members signed up on the LLCC website for automatic bill payments total 240 for Dues and 374 for Water.

The Water Committed and I have interviewed a Water candidate with negotiations continuing.

Due to COVID-19 and the health of all employees:

- LL events are cancelled going forward
- Meetings are cancelled with over 10 attendees; if less than 10 maintain social distancing
- No Office Walk-Ins
- NO CASH payments
- Check payments with invoices in envelopes can be put in the Blue Drop Box located at the Inn parking lot
- Check payments continued to be accepted by mail
- Members are encouraged to sign up for automatic PSN payment service via the LLCC website

Café and Restaurant are open for Call-In Curbside orders 3 days per week

- Restaurant Thursday, Friday & Saturday 5:00 – 8:00 pm
- Café Friday, Saturday & Sunday 7:30am – 2:30 pm

Golf course remains open 7 days per week; NOW CLOSED PER GOVERNOR'S MARCH 23 PROCLAMATION

Maintenance remains operational Monday – Friday; NOW CLOSED PER GOVERNOR'S MARCH 23 PROCLAMATION EXCEPT FOR EMERGENCY CALL-OUTS

Managers have been informed to put Capital Projects on hold. To conserve cash only purchasing essential items required to keep LLCC operational. Contact Roger with any questions.

**7) Water Report:** Don Bird

- a. Water Quality is Excellent
- b. Northwest Water is providing good service
- c. Bids are included with the Water Committee minutes for leak repair & pump replacement at Well #4
- d. New meter reading system is in place

**8) Consent Agenda:** Motions to the Board from committee minutes

- a. Dave Kohler asked to have the Lake-Dam Committee motion pulled from the Consent Agenda and added to New Business. Motion added to New Business as item #9d – Annual Fish Plant.
- b. **Action:** Pat Paradise moved and Dave Kohler seconded to accept the Consent Agenda as presented minus the motion from the Lake-Dam Committee. Motion passed unanimously.

**9) Old Business**

- a. Status of Deck Project: Pat Paradise
  - i. Permit is still pending at Mason County.
  - ii. BOD members have requested to view County submission pack.
  - iii. Pat to post at Inn display case
  - iv. When County approves the plan and issues a building permit, LL will request contractor bids. Contractor bids will go through a selection process. Based on timing related to COVID-19, the Board will determine the availability of funds and timing to award a contract

- b. Navy Train Trestle Status: Brian Smith
  - i. LLCC received a March 6 letter demanding our water pipe be removed
  - ii. LLCC hired attorney Steve Whitehouse
  - iii. Response March 19 letter sent to Navy Captain requesting meeting
- c. Navy Golf Easement: Brian Smith
  - i. LLCC previously complied with the Navy's renew Lease requirements and surveyed LLCC's use of Navy property including golf cart paths and water mainline.
  - o Navy recently responded notifying of need to resurvey and submit and pay a \$11,400 fee to start a lease review process
- d. Annual Fish Planting:
  - i. Action: Lake Limerick will proceed with the annual Nisqually fish plant.
  - ii. Motion by Dave Kohler to spend \$4,200 for a Nisqually fish plant in April with 350 lbs allocated to Lake Leprechaun. Seconded by Norm Bartoo. Approved unanimously

### 10) New Business

- a. DIV 02 – LOT 044 Remove member in Good Standing Status
  - i. Brian Smith moved topic to closed session
- b. Paying Employees
  - i. Discussion to have employees go on WA Unemployment Insurance as a Standby status for jobs affected by COVID-19
- c. Executive Committee Authority to Take Action
  - i. BOD supports the decisions that Executive Committee & Roger might have to make.

### 11) Other Business - NONE

### 12) Correspondence

- a. HOA Office received notice that fire suppression system inspection to take place on 4/15/2020. CAM will contact to discuss inspection.

### 13) Announcements and Upcoming Events

- a. BOD & Committee Meetings – CANCELED (no gatherings of 10 or more due to social distancing)
- b. Events CANCELED
  - i. Easter Egg Hunt – April 12<sup>th</sup>
  - ii. Easter Brunch – April 12<sup>th</sup>
  - iii. Fishing Derby – April 25<sup>th</sup>
  - iv. All other events CANCELED until further notice
- c. Business Operations
  - i. Inn Restaurant Curbside Service – Thurs, Fri & Sat
  - ii. Café Curbside Service – Fri, Sat & Sun
  - iii. Golf Course & Pro Shop Operations – OPEN 7 days per week; NOW CLOSED PER GOVERNOR'S MARCH 23 PROCLAMATION
  - iv. Facilities & Maintenance Operations – Mon-Fri; NOW CLOSED PER GOVERNOR'S MARCH 23 PROCLAMATION
  - v. Office Operations; NOW OPERATING WITH LIMITED STAFF PER GOVERNOR'S MARCH 23 PROCLAMATION
    - 1. Mon-Fri from 9am to 5pm

2. Taking phone calls - NO Walk-Ins
3. Credit Card phone payments. Members are encouraged to use the online bill payment option. Go to [http://www. http://lakelimerick.com/paybills/](http://www.lakelimerick.com/paybills/)

**14) Motion to Adjourn to Closed Session to discuss legal/personnel issues**

- a. Tamra Ingwaldson moved to adjourn. Second by Amanda Stephen. Approved unanimously.

**15) Motion to Reconvene to Open Session**

- a. Tim McKern moved. Second by Dean Dyson. Approved unanimously.

**16) Motion to Accept all Motions Made in Closed Session**

- a. Motion by Tim McKern. Second by Dave Kohler. Approved unanimously.

**17) Motion to Adjourn**

- a. Motion by Norm Bartoo. Second by Tamra Ingwaldson. Approved unanimously.