

Lake Limerick C.C.



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**LAKE LIMERICK COUNTRY CLUB
BOARD OF DIRECTORS
MEETING VIA – ZOOM VIDEO
MINUTES
June 20, 2020 @ 9:00 AM
Meeting ID: 817 2955 7550 P/W: 510317**

- 1.) Roll Call:** Present - President, Brian Smith; Vice President, Dean Dyson; Secretary, John Ingemi; Treasurer, Connie Wong, Directors; Pat Paradise, Amanda Stephen, Sheila Nokes, Tamra Ingwaldson, Stacie Stoney, Don Bird (Ex Officio), Invitee: Roger Milliman, CAM;

Amanda Stephen will assist in conducting the meeting and gave a brief description of how the meeting will work. Muting, raising hand using the apps, etc.

2.) Approval of Minutes:

A motion was made by T. Ingwaldson and seconded by C. Wong to approve the minutes of May 16, 2020 as presented. Motion passed unanimously.

3.) Financial Report: Treasurer Connie Wong

Treasurer C. Wong gave a brief report on our financials. We are still looking good even though a lot of items/expenses were not budgeted. Tree removal issues have impacted our bottom line, We're still in a good cash position. Dues payments are tracking well. Will be looking at transferring \$100,000.00 from Heritage to Edw. Jones. Once the PPP loan is forgiven, we can move that to Edw. Jones as well. Working on some spreadsheets and also a policy on collections of older items. V. Duggan had a question on PPP and was answered by Connie and Roger. P. Paradise on Board to decide what to do with the PPP funds – Reserve or something else. Further discussion ensued from C. Wong, B. Smith and P. Paradise and K. Skinner.

B. Smith complimenting Financial reports being so thorough.

A motion was made by S. Nokes and seconded by T. Ingwaldson to accept the Financial Report as presented. Motion passed unanimously.

4.) Additions to the Agenda from Board

NONE

5.) Additions to the Agenda from the Membership

NONE

6.) President's Report:

President B. Smith welcomed K. Skinner to the meeting as Chairperson of the Inn Committee. He also announced that Vice-President D. Dyson will fill in as Chairperson of the Compliance Committee while L. Roswell takes a sabbatical. He spoke briefly on the Inn Restaurant currently being closed due to

personnel issues and stated that they will be discussed in detail in Closed Session NOT on FB or NextDoor. The Executive Committee met on Friday @ 9AM with the CAM to discuss this issue. While things were working well during our “take-out” phase, the problems seemed to start when we re-opened. Members refusing to wear masks – bar service violations, enforcement issues. Rules were set up to protect both the staff and our members. Patronage is down and the effects of that as well are affecting staff morale. It’s kind of a combination of patronage down, operating at less hours, serving less, less tips, means less income. Not a simple resolve. Matters that can be addressed by our members are - wear a mask, submit to having your temp. taken, providing contact info.

7.) CAM Report: Roger Milliman –

WA State announced Friday, June 19 that Mason County’s COVID-19 Phase 3 application was accepted. For preparation, I have been working with staff and the Inn Committee to get their input and consensus on preparing our restaurant, lounge and café rules. I’ll have more input during New Business.

As Connie mentioned, PPP ended June 13th. I am continuing to work with our attorney on Compliance cases and the Navy Golf and Trestle issues. Payment Services Network continues to grow as a convenient way for our Members to pay both Dues and Water invoices. Currently, we have up to about a 1/3 of our water accounts (434) and (295) accounts on the dues side. I will cover more under New Business. I would like to add item f. under New Business for electrical work.

8.) Water Committee – Don Bird

D. Bird stated that the new Water Mgr. is doing well. There will be a meeting with NW Water to see what he can take over as new responsibilities and this will mean a re-negotiation of our contract with NW Water. Discussion on the trespassing incident at Well #3. Thank you to the quick thinking and actions of some of our Board Member we were able to identify the perpetrators and are handling it with the Office. Leak rates are down (to around 4%) and meter reading process is going quite well and have identified around 100 consumers who have leaks on their side of the meters which affects our total consumption. Flyer to be sent out on leaks to members affected with the water bills. Water Consumer Confidence report was sent out – looks good. Revenue is high. C. Wong spoke on the A/R report – Don says water doing well. Currently put up some new signage and will be looking at more security issues for the Wells. V. Duggan on job well done.

9.) Consent Agenda: Motions to the Board from Committee minutes.

a. Architecture, Compliance, Greens, Inn, Lake/Dam, Water

A motion was made by J. Ingemi and seconded by A. Stephen to approve the June 20, 2020 Consent Agenda as amended (word “Addendum” removed from title). Discussion on portapotties. Motion passed unanimously.

10.) Old Business

a. Status of Deck Project – P. Paradise

P. Paradise on setting up a scheduled walk-through but no one came by to partake. He will check on the RFP bids again with R. Milliman on Monday and give a follow up report. Everything is done, just hiring a contractor to build. Further discussion from D. Bird about contractors just getting back to work and might have backlogs. B. Smith agreed with that. P. Antonsen may have a contractor contact for P. Paradise.

b. Reserve Study Update – C. Wong

Connie Wong reported that we got five (5) proposals back. The Committee has set up a meeting Monday to go over the rankings and choose one of them. P. Paradise brought up the Green Belt (management) costs and C. Wong said they will be included. C. Wong also spoke on setting up a

budget line item to include tree removal, etc. B. Smith also spoke of this and urged the Reserve Study Committee to look into this area. He spoke on his going over the submitted proposals and found them very impressive and that they appear to meet our needs.

c. Navy Train Trestle Status and Approval of Next Steps – B. Smith

B. Smith stated that he is waiting for a response from our Attorney's letter. He brought up our options again if the Navy refused to work in good faith on a mutually acceptable solution for the LLCC water line. 1. Go Political and notify our Reps., Senators, etc. of our situation or, 2. The Nuclear Option involving challenging the project with regulatory agencies / in court. If we exercise this option, we will have declared war and will have nowhere else to go. Hopefully, the Navy will respond to our attorneys positively, or we can apply some pressure with our elected representatives. We will be meeting with our attorneys to lay out a course of action. D. Bird reported that our new Water Mgr. D. Carothers stated that Mason County has not issued any permits for the Navy work.

d. Navy Golf Easement – B. Smith

B. Smith stated he is waiting on both of the above issues so as to not get this issue leveraged by the Trestle issue. We are continuing to use the property and they aren't objecting to it; we don't lose! V. Duggan said when you are trying to work with the Navy and the Federal Government, you need to have patience. You never know what is going to happen.

e. Resolution of Appreciation – J. Ingemi

J. Ingemi discussed the latest draft of this document. He said that he had created the document by reading many of the examples from across the country. He noted that it this is just for appreciation for the work she has done, including providing community information thru all of this COVID-19 pandemic. There was much discussion on this and, T. Ingwaldson suggest that next year we start to give a Resolution of Appreciation in April as that is the National Volunteer Week. There was further discussion and clarification that this is not for an "Community Member of the Year" type of thing, it is for showing appreciation for the work that this person has continued to do through this whole COVID-19 epidemic. There was a lot more discussion and B. Smith made a motion to change the name on the draft to Robbi Alberts and it was seconded by J. Ingemi. Then, as B. Smith is chairing the meeting, it got changed to a motion made by J. Ingemi and seconded by D. Dyson. Motion passed.

11.) New Business

a. Governor's Proclamation on opening (Phase 1, 2, 3, 4) and our activities – R. Milliman

R. Milliman spoke on Phase 3. He is working on getting input from both Staff and the Inn Committee on Wednesday. As drafted, LLCC's Phase 3 plan will only require a few planned changes while maintaining 6-foot distancing. Reservations will be taken from 5 to 7:30PM to best serve customers. We will be going from 4 seats up to 8 for our dining room table configurations, remaining at 28 chairs while ensuring 6-foot distancing. Lounge will be reopening at 25% capacity, allowing 14 chairs with 4 tables. Bar stools are not currently allowed. Yes, you will be able to enjoy your favorite beverage served by Dale and ordering food is recommended though not required. V. Duggan thanked the BOD and Staff for the job they are doing on this entire issue. Phase 3 requires an onsite Safe Start Plan available onsite should LLCC be inspected by either L&I or Mason County Health Department. The Plan is required to maintain our business licenses. We are targeting launching our Phase 3 Plan the week of July 2nd for the Inn and July 3rd for the Café, pending consensus and inputs from the Inn Committee. The Office will continue with no Walk-ins allowed, with Members being able to make appointments when necessary. Dues and Water payments are to be mailed or deposited in the Blue Drop Box by check or money order. No cash is accepted. Members are encouraged to sign-up for secure payments via PSN located on the LLCC website. Go to [www.http://lakelimerick.com/paybills/](http://lakelimerick.com/paybills/)

Issues, such as: gatherings up to 50 people and how they would be managed while maintaining social distancing and cleaning were discussed by J. Ingemi, K. Skinner, and C. Wong, B. Smith and R. Milliman. Items such as: chairs, microphones, tables, etc. would have to be sanitized after use. R. Milliman stated when entering the office area, members are required to wear masks – for the safety of staff and themselves. He also stated that the Board of Directors has adopted a more conservative approach with our guidelines and feels it is contributing positively to the low rate of infections around here. P. Paradise brought up the issue of continuing to have ZOOM meetings until we can have normal meetings again. At least for the next month. Everyone agreed for the July meeting. R. Milliman also stated that he is in contact with the County and is awaiting their rules on restaurants. He stated also that the “Phases” require 3 weeks before allowing to go to the next phase.

Counties applying for Phase 4 was recently put on hold by WA State.

b. Compliance Committee Standard Operating Procedure – C. Wong and D. Dyson

- A. D. Dyson spoke on the SOP, mainly to get it organized so that the Committee will have a starting point if there is a change in the Chairperson or new committee members. C. Wong also spoke on this as well and mentioned that this has been worked on at least since last December. J. Ingemi spoke on the “forgiveness” issue and mainly on the timeframe between steps. He felt that in a lot of cases, it didn’t make any allowance for the severity of an issue. D. Bird suggested different formatting for entries that you could stamp, like a time stamp, a.b.c., etc. a complaint cover letter/form that covers the steps. B. Smith spoke on amending the SOP by inserting a caveat that, depending on the violation, the process can be accelerated. Other suggested modifications were timelines, i.e.: please comply by date. Vern suggested status update (open/closed) D. Bird spoke on “sharing” the register on something like Office 365. P. Paradise on having it “cloud-based.”

Motion was made by J. Ingemi and seconded by A. Stephen to accept the SOP with the recommended changes. Motion passed. Motion not to include the Fine Assessment document as that is something that can be worked out between the office and the Committee. Motion passed unanimously.

c. Notification of Fine Assessment

B. Smith feels that this is a means of internal communication between the Committee and the Office and that it should be worked on between them. He stated that this looks like a procedural thing that shouldn’t change the basic steps of the SOP and can be updated as needed to meet the needs of both. It was accepted to leave it as NOT part of the SOP motion.

d. Pay to Play Issues (Lake/Golf) – J. Ingemi, S. Nokes

J Ingemi states that a number of members have brought this matter to his attention. Golfers in the community are paying more for playing golf than lake people are for using the lake. Golfers, with their own carts have to pay \$90.00 per year for use of the cart paths. He had discussed this briefly with B. Smith for an historical perspective. B. Smith mentioned that this had been brought up at prior Board Meetings. It’s an interesting idea. But nothing ever happened. He feels that ideas such as this should be brought up to the relevant Committees and, they should work it out and come back to the Board with their recommendation(s). B. Smith also brought up prior discussions. He has always felt that there should be a nexus between a fee and the problem you are trying to solve. A golf cart fee pays to repair paths, where there is wear & tear. Boats don’t do anything to water. The context may be missing. J. Ingemi stated that a lot of our members on the lake are also golfers. He has agreed to work on this with S. Nokes and get a group together and try to work this thru as a “fairness” issue. K. Evans discussed this issue many times and how to do an equitable assessment of boaters. He would be happy to work on this as well. B. Smith ended discussion with the last time this issue was brought up, he received around 45 pages of emails. This can be a third rail issue for the Community and he strongly suggests that it be treated delicately.

e. Fireworks Issues – J. Ingemi

A number of people within the community, in all Divisions, want the illegal use of fireworks to end. They want LLCC to institute a ban. FB and Nextdoor generally bring up the issues of pet dogs, cats, birds and how scared they get. J. Ingemi said he would bring it up at the Board Meeting. P. Paradise on weekenders coming down here because they are banned where they live. How do we enforce it? So, Brian says it's premature to bring to a BOD vote. Lake Cushman has banned but the Power Company, not the residents own all the land. We don't have a quick solution, but we should take the issue on. D. Bird on HOA to send out an email saying that we support MC guidelines which state that fireworks like bottle rockets, sky rockets, mortars, etc. ARE NOT legal fireworks for use off tribal lands. J. Ingemi and A. Stephen will work on a survey for the Community (SurveyMonkey).

f. Electrical System issue – R. Milliman

R. Milliman presented an electrical proposal to supply power in the maintenance yard providing circuits for golf cart charging stations and adding capacity to the equipment storage structure. PUD3 bid \$5,685.82 and RAM Electric bid \$8,825.00 for a total cost of \$14,510.82. There was discussion on this by J. Ingemi, P. Paradise, T. Ingwaldson, C. Wong and K. Evans. B. Smith advised coming back with an additional proposal, or complete package required to meet our electrical needs. K. Evans indicated the need to put the proposal on project process for approval of projects over \$1,000.00 that was adopted several years ago. to completely vet a project. Roger stated that he will bring the project back in the Project Approval Request format. R. Milliman stated that he will return to the Board with a full and complete package.

g. Member Compliance Issues – B. Smith

B Smith on member's conduct will be discussed in Closed Session. P. Paradise hates to see our workers stuck in the middle. K. Skinner on volunteers for Host/Enforcer participate in taking temps and signing in, etc. Per Inn Committee. V. Duggan on volunteer for issues of compliance and gave example. Just difficult and we have to be careful. S. Stoney on willing to go down and assist because it is a privilege to have the restaurant. More discussion from K. Skinner, C. Wong,

12.) Other Business

None

13.) Correspondence

None

14.) Announcements and Upcoming Events

- a. Board of Directors meetings to be held via ZOOM
- b. Committee (and other) Meetings being held via ZOOM or other
- c. All HOA Events are still CANCELED until further notice
- d. Food and Beverage, Golf and HOA Administrative Business Operations -Phase 3 operations being developed.

15.) A Motion was made by T. Ingwaldson and seconded by S. Nokes to adjourn to Closed Session to discuss legal/personnel issues

16.) A motion was made by T. Ingwaldson and seconded by S. Stony to return to Open Session.

17.) A motion was made by T. Ingwaldson and seconded by D. Dyson to approve all motions and actions made in Closed Session. Motion passed unanimously.

18.) Motion to Adjourn:

A motion was made by P. Paradise and seconded by C. Wong to adjourn. Motion passed unanimously.

Respectfully submitted

John C. Ingemi, Secretary