



## Minutes (draft) – Saturday, February 17, 2024

Meeting ID:84045387281 Passcode:922517

1. **Roll Call:President** –T. Ingwaldson,**Vice President**– M. Berni,**Secretary** –P. Paradise,**Treasurer** – E. Springer-Johannesen; **Directors:**J. Ingemi, S.Saylor,M. Robinson, M. Paradise, D. Dyson,K. Evans(**Ex Officio**)

*President Ingwaldson called the meeting to order at 9:02am*

*Secretary P Paradise called roll: T. Ingwaldson, Vice President – M. Berni, Secretary – P. Paradise, Directors: J. Ingemi, S Saylor, M Robinson, M Paradise, D Dyson and K Evans (Ex Officio) were present*

*Treasurer – E. Springer-Johannesen had an excused absence.*

2. **Community Input/Comments (20 minutes):** *This time is allocated for community members to speak on issues. The board will listen only, and no questions will be answered. Issues raised may be added to next month's agenda, (if the member so requests).*

*A community member asked that the board of directors consider the installation of trail cameras in the parks due to repeated vandalism. The same community member asked that the board of directors consider adding reminders of the basic hoa rules on the monthly hoa invoices.*

3. **Approval of Minutes:**

**Action:** Motion to approve the Minutes from the Board of Director's Meeting of January 20, 2024

*A motion was made by J Ingemi, seconded by M Robinson, and approved with no nays to approve the January 20<sup>th</sup> board of directors meeting minutes as presented.*

4. **Financial Report –E. Springer-Johannesen (excused absence) was presented by President Ingwaldson**

- Current Financials
- Audit Status
- Payment Plans: How many accounts? How many in compliance?

*A brief financial report was provided by President Ingwaldson stating the following:*

*Audit status: staff continues to work with auditor firm.*

*Social membership status – Joel Grey asked who is overseeing the discussion of social memberships.*

**Action:** Motion to accept Treasurer's report:

*A motion was made by M Robinson, seconded by M Paradise, and passed with no nays to defer approval of the treasurer's report until next month.*

5. **President's Report: T. Ingwaldson**

*President Ingwaldson gave a brief presidents report (see attached report for complete details)*

*The hiring committee has begun interviews for a new general manager position.*



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## LAKE LIMERICK COUNTRY CLUB BOARD OF DIRECTORS

*There is still time for members to submit for candidacy for three board of directors positions and two water committee positions. A candidate's forum will be held on Saturday April 6<sup>th</sup> at 3:30pm in the crow's nest at the Inn.*

*A special meeting will be scheduled to discuss approving a letter of support for a Squaxin Island Tribe feasibility study.*

*President Ingwaldson introduced Jan Glick from Glick and Associates who has been retained by the board of directors to provide board training. Jan shared the following information: Jan has interviewed most board members to date. March 16<sup>th</sup> will be the first board meeting session presented by Glick and Associates. Staff work is being overseen by HRPNW while board development and governance will be overseen by Glick and Associates. Close co-ordination between consultants will be required. Development of a strategic plan is essential for clarity of direction. An evaluation (assessment) of llcc governance ie: committee structure, how meetings run, review of by-laws and cc&r's, role and responsibility of a general manager. There is broad general agreement on the need for this assessment based on interviews, and consensus between Glick & Associates and HRPNW on the boards desire to improve governance (clarifying staff roles and responsibilities vs board roles and responsibilities). The outcome will provide for shorter meetings, smoother decision making processes, clarity and mutual understanding between board members, community members, and staff. Development of policies and a policy manual, streamlining meetings by framing and preparing subject matter in advance of the meeting. Improved committee functioning will also be a part of the assessment report and integrated when staff is ready. The hiring of a new general manager with a more sophisticated and executive director approach is a key to moving forward as an association. Improved communication to the community is essential as we navigate these desired changes.*

### **6. Operations Update – T. Ingwaldson or C. Smith**

*A part time bookkeeper has been hired. The Mason County Journal "best of Mason County" awards will be published the end of this month. ADA bathroom access on log toy beach is underway. The Inn Committee has requested that pavers be placed on the lakeside front lawn of the Inn.*

### **7. Water Report: K. Evans**

*Water Chair K Evans provided a brief report on the water system (see attached for complete details)*

*The report included the following information:*

*All wells are operating normally with the exception of well #2, well #2 is functional and continues to be flushed (but is not providing flow into the water system)*

*Staff is looking for solutions to the wifi failure that resulted in low system pressure and lack of phone service in the water department.*

*Water manager is working on PAR's for presentation to the board over the next 3 to 6 months.*

*Piccatti Brothers will be onsite February 22<sup>nd</sup> for a preliminary site visit.*

*2024/2025 budget study sessions will begin next month by the water committee.*

*Water System Plan is in review with the health department.*

*A reminder of the two open water committee positions was announced and members are encouraged to apply.*

*A request was made for the water system plan review and budget be placed on the next water committee meeting.*

### **8. Old Business**

#### **a. Bylaws & Declarations Committee Resolution Update – J. Ingemi**

*J Ingemi reported on progress of the committee: this month goal was to review article 1 of the by-laws.*

*A spreadsheet of suggestions has been compiled for member review and comment.*



## LAKE LIMERICK COUNTRY CLUB BOARD OF DIRECTORS

*It was requested that the committee and board reach out to the attorney for a concise legal definition of what is required for both a by-law and a declaration change to occur.*

*Jan Glick commented on how spreadsheet items listed may be premature in review and approval prior to a strategic plan and policy revisions.*

**b. Security Services – D. Dyson**

*D Dyson reported on security issues within the llcc community. The security company was provided information on recent concerns by D Dyson. D Dyson is waiting for feedback from llcc staff on unsecured facilities. D Dyson will reach out to the security company to determine if the vendor can utilize game cameras.*

**c. Compliance Update - J. Ingemi**

*No report today*

**d. Nominations/Elections of Board Members - M. Berni**

*Three board of directors and two water committee positions are open for elections.*

**e. Hearing Update - M. Berni**

*Hearing committee notified a member that an oversize boat will not be allowed on the lake. Hearing committee has reached out to the member to discuss possible alternative solutions but has not yet been contacted by the member.*

**f. Geese count/round up- M. Berni**

*M Berni provided a status update on geese removal. A count of geese is the first step and should occur in April, the roundup can only occur after molting. The Department of Agriculture is the agency that oversees this process and is short staffed.*

**g. POS software update – P. Paradise**

*P Paradise asked for a status update on the recently adopted Golf Now Point of Sale software. Specifically – populating food costs into the software. A primary reason for utilizing this software was it’s ability to “job cost” food and beverage costs. A commitment was made upon purchasing this software to populate costs into the program within 90 days.*

*M Robinson has been tasked with working with the staff and the vendor to determine capabilities of the system. M Robinson is tracking issues and working staff to identify contract issues. The first task is to work with staff to identify concerns; the second task will be to reach out to the vendor to determine if the vendor is complying with its contract terms and staff training. A solution may require utilizing a different point of sale program. Populating food costs will be an end result of ongoing work and will take a longer range view.*

*A community member asked if a weekly food and beverage report was being generated as in past practices – the answer was no – we lost the capability to generate the report with the point of sale upgrade.*

*The report used to indicate what menu items sold best, who was playing golf, and how often.*

**h. L/D Motion from January - Board is requested to approve the Updated Lake Patrol Guidelines that incorporates revisions for video/audio recording of lake incidents and retention protocol. This document was coordinated with the Compliance Committee. Accepted by BoD, deferred to February agenda pending Board**



## LAKE LIMERICK COUNTRY CLUB BOARD OF DIRECTORS

*review and comment; Board President will collect member comments and forward to LD Committee for consideration.*

***A motion was made by P Paradise, seconded by J Ingemi, and passed with no nays to approve the updated Lake Patrol Guidelines as presented at the January Board Meeting.***

- i. ***L/D Motion from January - Board is requested to approve the LLCC Vessel Registration Procedures and Forms document. Accepted by BoD, deferred to February agenda pending Board review and comment; Board President will collect member comments and forward to LD Committee for consideration.***

***A motion was made by P Paradise, seconded by J Ingemi, and passed with no nays to approve the updated LLCC Vessel Registration Procedures as presented at the January Board Meeting.***

### 9. New Business

- a. **Motions to the Board from Committees, including The Architecture Register and the Compliance Register – P. Paradise (see attached motions to the board )**
- b. **Boat Fee Proposal/Discussion –E. Springer-Johannesen**

***Deferred until next month***

### 10. Community Announcements

***Litter pickup the 24<sup>th</sup> of February***

***Trivia night the 18<sup>th</sup>***

***Fishing Derby in April***

### 11. Motion to Adjourn to Closed Session to discuss legal/personnel issues and Compliance Register/Hearing Committee Issues

***A motion was made by M Robinson, seconded by J Ingemi, and passed with no nays to adjourn into closed session.***

### 12. Motion to Reconvene to Open Session

***A motion was made by D Dyson, seconded by J Ingemi, and passed with no nays to reconvene to open session***

### 13. Motion to Accept all Motions Made in Closed Session

***No motions or decisions made in closed session; legal/personnel and compliance register discussion only.***

### 14. Motion to Adjourn

***A motion was made by J Ingemi, seconded by D Dyson, and passed with no nays to adjourn.***

***The meeting was adjourned at 12:24pm***

**Meeting minutes taken by P Paradise LLCC Secretary**

## **DRAFT – Presidents Message – Thoughts**

I'm excited to report that our hiring committee has started interviewing candidates for the General Manager position this week. We are optimistic about the candidates and the future of Lake Limerick.

There's still time to submit your nomination for the HOA Board of Directors, or the Water Committee. Please submit your nomination to the office by 4:30pm on Friday, March 15<sup>th</sup>. A candidate's forum has been scheduled for Saturday, April 6<sup>th</sup> at 3:30pm and will be held in the Great Hall and via hybrid.

I'd like to introduce Jan Glick, who will be sitting in this morning for about an hour, and then will be joining us in person at our March and April Board meetings. Jan brings a nice depth and breadth of experience, specializing in Board trainings and development. Several board members have asked for board training over the last couple of years. Our goal is to help with current board training needs, set the foundation for welcoming new board members, reevaluating board and committee roles and relationships, appropriate interaction with staff, and help us improve our meetings and deliverables as a board.

Jan, would you like to share a few words?

# Water Report for 01/20/2024 Board of Directors Meeting

**Overview:** This report is an abbreviated summary. Full details of Water Committee business are included in the Water Committee minutes which also includes a financial summary and Water Manager's Report in the BOD packet.

## 1. Operations

- Wells are operating normally with the exception of Well #2. Well #2 is operational and will be used as a backup with continued weekly flushing by water staff.
- The loss of Wi-Fi communication last month created two problems. First, the shop computer which monitors and controls well output could not communicate with the wells resulting in erratic pump operation. Second, phone communication which also relies on Wi-Fi was interrupted as well leaving staff and customers unable to communicate directly with the Water System personnel. We are looking at options to directly connect Water System computers directly to the main computer system in the office to avoid one avenue of possible interruptions in service.

## 2. 2023-2024 Projects

- Water Manager Chris McMullin continues to work on approved capital projects and laying out a timeline with the Water System Committee for updates and completion schedules. We will be sharing that information during Water System Committee and BOD meetings as well as from time to time in billing statements.
- PARS for planned projects including elevated storage feasibility, SCADA upgrades and improvements, and replacing aging well source meters with electronic vs. mechanical devices to significantly improve accuracy are in process and will be reviewed and approved by the Water System Committee for submittal to the BOD in the next three months. One PAR for complete well analysis has been submitted and approved by the BOD in January. The contractor will be on site on February 22<sup>nd</sup> to review the project prior to starting the work.
- Elevated Storage Feasibility PAR is also in process. The Water Manager has submitted study requirements to HR2 Engineering to guide their proposal. Their updated proposal will be included in the PAR to be submitted after the well analysis is completed and the data reviewed. This will insure that RH2 Engineering has the most up-to-date information to guide their proposal.
- The Water System Committee will continue with long-range planning and initial 2024-2025 budget work has scheduled the first study session for March 13<sup>th</sup> at 5:00 PM. It will be likely be a hybrid session with some ZOOM access for members.
- Updating of the one-time leakage forgiveness policy is continuing.

## 3. Water System Plan Completion:

- In process with DSOH review. **Water Quality Testing Stations:**
- Three stations are installed and operating as expected. Additional stations will be installed in the spring. A total of 12 stations are planned. The testing stations will provide consistent water quality monitoring and eliminate possible contamination concerns by sampling from member water connections.

## 4. Navy Railroad Trestle Retrofit Update:

- Water Manager Chris McMullen continues to work with Veterans Northwest, Ceccanti Construction, and Doug Eklund of Morrisette Engineering to assure that LLCC interests are being recognized and met. Ceccanti Construction installed the temporary water line on January 10, 2024 with minimal service interruption. There will be a similar interruption of service when the permanent line is installed later in the spring. Members will be given as much advance notice as possible.

## 5. 2024-2025 Elections:

- There will be two positions open for the Water System Committee election in April of 2024. The Water System Committee will be working with the BOD and Election Committee to update application documents and solicit qualified candidates.

*Kelly Evans,*

LLCC Water System Committee Chair

02-17-2024 LLCC Board of Directors Meeting

Advisory Committee Motions to the Board

Including the Architecture Register

CAM Motions to the Board – none received

Executive Committee Motions to the Board – none received

Architectural Committee Motions to the Board – none received

***Architectural register for motion to approve***

***A motion was made by J Ingemi, seconded by D Dyson, and passed with no nays to approve the February 2024 Architectural Register.***

Compliance Committee Motions to the Board – one motion received

***MOTION: John Ingemi moved, and Ed Stember seconded, a request to the BOD to seek injunctive relief regarding continuing nuisance and rubbish violations of the Declarations of Restrictions at Div 04 Lot 150. The relief should require the owner to clean up the property by a date certain, or LLCC can exercise its right per the Declarations to enter and clean it up the property at owner expense. Motion passed unanimously***

***A motion was made by S Saylor, seconded by M Berni, and passed with one nay to request to the BOD to seek injunctive relief regarding continuing nuisance and rubbish violations of the Declarations of Restrictions at Div 04 Lot 150. The relief should require the owner to clean up the property by a date certain, or LLCC can exercise its right per the Declarations to enter and clean it up the property at owner expense.***

***A motion was made by M Robinson, seconded by D Dyson, and passed with no nays to approve the February 2024 Compliance Register.***

Lake/Dam Committee Motions to the Board – two motions received

**Motion 1 – Board is requested to provide status on both the Special Projects Manager and Network Drive for Committee Use (listed under Old Business items), and whether or not these items are going to be acted upon.**

*The project manager position is pending a re-structuring process.*

*M Robinson will work with the lake dam committee to set up a GOOGLE DRIVE network drive. M Robinson and Teddy Lovgren will exchange contact information and work together to set up the drive.*

**Motion 2 – Board is requested to approve park host candidate Roger Hagerty as the park host for Log Toy subject to background check**

*A motion was made by J Ingemi, seconded by D Dyson, and passed with no nays to approve park host candidate Roger Hagerty as the park host for Log Toy subject to background check*

Greens Committee Motions to the Board – one received

**ONE MOTION TO THE BOARD: "Authorize Sale of LLCC's Old Tractor"**

- **Motion: THE LAKE LIMERICK BOARD OF DIRECTORS AUTHORIZE THE SALE, TO OLYMPIA COUNTRY CLUB, OF OUR OLD TRACTOR, AS IS, FOR \$10,000 (as recommended by Javier/Greens, Gerardo/Maintenance & Jeff/Mechanic).**

*A motion was made by S Saylor, seconded by D Dyson, and passed with 4 yays, 3 nays, and one abstention for the Lake Limerick Board of Directors to authorize the sale to Olympia Country Club, of our old tractor, as is, for \$10,000.00 (as recommended by Javier/Greens, Gerado/Maintenance, and Jeff/Mechanic*

Greenbelt Committee Motions to the Board – none

Inn Committee Motions to the Board – one received

**Motion to allow Community Studio Time to continue on Wednesday nights, with no charge to participants, made by Robyn, seconded by Sandy, passed unanimously**

*A motion was made by J Ingemi, seconded by M Paradise, and passed with no nays to allow Community Studio Time to continue on Wednesday nights, with no charge to participants and delete the minimum age from 21 to ages 16 and up.*

Hearing Committee Motions to the Board – none



Welcoming Committee Motions to the Board – none

Water Committee Motions to the board – none

By-Laws and Declarations Committee Motions to the Board – none

Motions assembled by Secretary P Paradise