



**LLCC Board of Directors Meeting Minutes
21 February 2026 -- Draft
Great Hall | Lake Limerick**

1. Call to Order and Board Roll Call:

Meeting was called to order at 9:02AM

Present: President – Mike Berni, Vice President – K. Evans, Treasurer – R. Hamilton, Secretary – J. Gray.

Directors: D. Dyson, J. Ingemi, P. Paradise, B. Smith

Excused: S. Ingersoll

Guests: Mason County Fire Marshal Randy Collins and Garrett Ratfield from Dille Law (LLCC's Legal Counsel)

2. President's Report:

Mike opened the meeting by reminding members of the upcoming election for 3 BOD seats and 2 water committee positions. Nominations are due by 13 March 2026. The election schedule is provided in the attached GM report. [During the meeting it was agreed the Meet the Candidates Night will be on March 28th at 2pm. He also highlighted that Randy Collins from Mason County Fire was in attendance to discuss fireworks to help guide the BOD on how to address fireworks within our community. Mike finished his comments by advising members of the efforts of the BOD, GM and our insurance broker for ensuring LLCC's coverage was recently updated. Mike's written report is attached.

3. Guest Speaker: Randy Collins, Mason County Fire Marshal, regarding fireworks management

Fire Marshal Randy Collins discussed fireworks laws and enforcement challenges, and recommended the board consider implementing a multi-year phased ban, if indeed, members would want a fireworks ban. LLCC sponsoring a member-sponsored display was also discussed, but thought to be too expensive, as well as a logistical challenge. Members in attendance were split on whether to ban fireworks. Randy recommended that with the 10 worst wildfires occurring over the last 10 years and Mason County experiencing 9 times the amount of wildfires, LLCC and its members should take advantage of programs like Wildfire Ready Neighbors Program and Firewise. Ultimately, it was agreed that Directors Ingemi and Smith will have a recommendation to the BOD as an agenda item for the March BOD Meeting.

4. Community Input/Comments:

None specifically as part of this portion of the agenda.

5. Motions to Accept Minutes:

The following minutes were unanimously approved by members of the Board in attendance:

- Monthly Board of Directors Meeting Dated 17 January 2026
- BOD Closed Session Meeting Dated 17 January 2026
- Executive Committee Meeting Dated 11 February 2026
- BOD Closed Session Meeting Dated 11 February 2026

6. Treasurer's Financial Report

Treasurer Rich Hamilton presented the treasurer's report (attached). LLCC at the macro-level is performing close to plan. Getting the water projects up and running was emphasized in order for them to be completed this year, thereby minimizing any tax burdens associated excess income. Rich advised that



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the 2023-2024 Audit had 23 Adjusted Journal Entries (AJEs) required BOD approval in order to complete the Audit Process. The BOD unanimously approved the AJD's and Treasurers Report.

Rich advised that going forward, there will be a binder of financial data/reports available to member review in the office.

Rich provided an update on the reserve study site visit. General meeting took place with Shannon and Jason followed with the site visit. Currently awaiting for a draft report for review.

7. General Manager Report:

GM, Shannon Ramos, provided the GM report noting:

Status of Capital Projects (AGM, Jason Howerton)

- Park Septic drain fields have been evaluated. A report is due soon to advise of needed fixes.
- Leprechaun Boat Ramp repair is pending a contractor bid
- Two new golf carts have been received
- The new reader boards at the pro shop and lobby have been installed
- Electronic reader board is looking to possibly be too expensive. Jason will continue to assess options
- Inn-Island Stabilization permits have been received with permission from the county to start ASAP. Once started, it is estimated to take 2 weeks to complete. The island will be closed during that time.
- Park Host Pad updates may be impacted by the need for septic field repairs. LDP Committee member, Dave Kohler, expressed concern about project schedule and requested prioritization of this project.
- Saint Andrew's Trail – Director Dyson advised that the County is aware of the need and LLCC's willingness to contribute to the project, but it is not in the County's budget this year. Sec Gray reminded the BOD and members that this project will need to be re-proposed in next year's LLCC's budget, if the project is not started this year.
- Cranberry Creek Sediment Abatement has not commenced as LLCC is awaiting feedback/input from LLCC's Limnologist, Lake Advocates. No schedule was provided.

Status of Reserve Projects:

- Bird Sanctuary Vegetation and Sediment Removal – the BOD voted unanimously to approve the budgeted amount (\$100K) to be spent on this project and to have President Berni sign the contract with Lake Defense Force (\$86.9K) with \$13.1K held in project reserve.
- Inn-Island Bridge Replacement- the work scope remains in work with the LDP and LLCC Operations Management.
- Great Hall Bar Area and Office Project is complete.
- Clubhouse, Pro Shop and Café Asphalt Repair is scheduled for this spring with bid activity still to be completed.
- Café and Pro-Shop Exterior Paint remains scheduled as a spring project.
- Pro-Shop and Café Window Replacement – no updates provided
- Greens Diesel Tractor – AGM Jason advised the asset is no longer required and recommended removal from the Reserve Study and budget.



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- Skid Sprayer Replacement - AGM Jason advised the asset is no longer required and recommended removal from the Reserve Study and budget.

Out of Cycle Projects

- Blarney Room Entrance and Men's Room Redesign – AGM Jason has obtained an estimate to replace the rotted doorway/entrance to the Blarney Room from the patio [new door will be ADA compliant], repair broken windows and reconfigure the Inn's men's room [to make it dual-use]. He will develop a Project Authorization Request for the BOD's consideration by next month's BOD meeting. Current estimate is approximately \$28K.
- Pickle Ball Court Improvements – No update provided.

Open Non-budgeted Items:

- Eco Testing of LLCC's property at 40 Olde Lyme Road [to prepare it for demolition and removal] is expected to be \$2.5K. [LLCC became the owner of the property due to LLCC having to foreclose on the property and no one bid on the property as part of the Sheriff's sale].
- LLCC Players – a group of LLCC members will be presenting a play in the summer timeframe. LLCC will be reimbursed the \$2K budgeted amount from ticket sales.

Water Projects

- Installation of the SCADA monitors remains in work.
- Balance of the water projects have yet to have expenditures actualized against them.

Financials (GM, Shannon Ramos):

- Delinquencies continue to be reduced.
- Members NOT-in-good standing is the lowest since being recorded at 38!
- Shannon provided an update regarding LLCC's Collection Policy for the BOD's consideration.
- Starting in April, late fees will be assessed on the 10th of the month with a \$20 flat fee to be applied every month thereafter.
- Reserve Study – Association Reserves Washington Reserve Study Provider visited LLCC on 6 February to interview staff and tour LLCC's amenities. An update to LLCC's Reserve Study will be provided – no ECD has been provided.
- Regarding Staffing, four positions are currently open. Karri Rahkonen has been promoted to LLCC's new Food and Beverage Manager and Chad Patch is our new Lead Server at the Inn.
- Karri gave an overview of the need and benefits of having new Point of Sale System (Toast). The BOD unanimously agreed to transition to Toast with a 2 month overlap with our current POS System (Golf365). The overlap will allow for uninterrupted service while the staff learn the Toast System.
- Customer Food and Beverage Comment Cards have decreased. Shannon will reemphasize with staff the need to obtain customer feedback. She will also look into establishing an incentive program for customers to complete the comment cards as well (perhaps a monthly drawing from a free dinner).
- Shannon provided an overview of election schedule. The BOD agreed that the Meet the Candidate event will be on 28 March 2026 at 2PM in the Great Hall. REMEMBER: Candidate Declarations (nominations) are due no later than 4PM on 13 March 2016. Shannon recommended they be turned in earlier so candidate pictures can be taken by office staff and added to the ballots in time. Candidate submission forms are available in the office or on LLCC's website.



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- Shannon provided a brief overview of the Washington Uniform Common Interest Ownership Act (WUCIOA) and its impact LLCC's Governing Documents. LLCC will need to update its documents to align with new state law. Garrett Ratfield from Dille Law also summarized the law and how LLCC should go about updating its documents. In the end, a sub-committee led by Director Smith will navigate our path forward. Team members from the BOD will include Directors Ingemi, Ingersoll, and VP Evans and GM Ramos.
- The new website continues to be improved with designing a new portal for employee access. Facebook and Instagram accounts are also being established. Names for the socials will be "Lake Limerick Country Club and HOA (Official)", unless we can gain access to the previously established accounts.
- Shannon completed her report with complimenting staff on an excellent Valentine's Day Dinner and that the Inn Committee will be hosting an Easter Event on 3 April in the Great Hall.

Maintenance Highlights:

- Assistant General Manager Jason Howerton provided a brief overview of the work being done on the golf course – cutting back the raised elevation of turn around the greens that create water dams resulting in damage to the greens. 3 of 9 holes have been completed. The grounds crew also resurfaced the edge of the practice green and moved the sprinkler system to a more effective location. These improvements are expected to result in cost savings through reduced long term maintenance needs.
- Jason's team also removed a dead tree next to the Café septic tanks and replaced a portion of the fence to allow a safer driving area for golf carts and pedestrians in that area.

8. Water Report Summary: Water Committee –

Water Chairperson, Kelly Evans gave brief update noting that the Water Committee will be providing a Town Hall at 1PM on 28 February. The town hall is expected to provide an overview of LLCC's water system and answer member questions. The town hall will be "Zoomed" live and recorded and put on LLCC's website for those that can't attend in person.

Kelly also informed the BOD and members that Lake Limerick sits on top of aquifers that supply our water. The weight of the lake's water helps put pressure on the aquifers, so as droughts become more frequent LLCC will need to be mindful of the water being pulled to water the golf course.

9. Unfinished Business

- a. Point of Sale (POS) Vote to adopt TOAST program – GM Ramos – Addressed in above report
- b. Insurance Proposal from Brown & Brown – President Berni - Addressed above report
- c. Inn Island Stabilization Contract Approval and Signature – Director Smith - Addressed in above report
- d. Fireworks Resolution Update and March Adoption Deadline – Directors Ingemi and Paradise Addressed in above report
- e. Emergency Repairs to Blarney Room Door PAR Update – GM Ramos - Addressed in above report
- f. Legal Sub-Committee (Bylaws Revisions) – Director Smith and LLCC Attorney Garrett Ratfield – Addressed in above report
- g. Collection Policy Revision – GM Ramos - Addressed above report
- h. Return to Ampstun for Water Data – Water Treasurer Ingemi, Water Chair Evans



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Kelly reminded the BOD of the BOD's approval to go back to the AMSTUN system for data and billing of water rather than use Buildium. It was agreed that the process to revert AMSTUN will commence in May. Secretary Gray reminded the BOD about the possibility of unintended consequences of going back (e.g. more labor hours to process the data, billing postage fees, members having write 2 checks etc.). Garrett advised he will look into the need for a needing a new late fee policy specifically for the Water System

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10. New Business

- a. Motions to the Board from Committees, including The Architecture Register – Secretary Gray

Motions to the BOD 21 February 2026					
#	Committee	Motion	Yes	No	Abstain
1	Operations - General Manager	BOD approval for President to sign contract for Inn Island Shoreline Stabilization for an amount not to exceed the \$100K cost approved in the 2025-26 Budget.	8	0	0
2		BOD approval of Updated Collection Policy (attached)	8	0	0
3	Architecture	Motion to the BOD to approve the Arch. Register (attached)	8	0	0
	Compliance	Closed Session			
	Greenbelt-Trails	None			
	Greens	None Provided			
	Hearing	No Motions to the BOD (No meetings last month)			
4	Inn	Change existing lounge hours to open at 3 pm. Adding extra lounge food items.	8	0	0
5		Motion for the Board approve the opening of the lounge on St. Patrick's Day, Tuesday March 17th 4-8pm to hold a pot luck and game night. One bartender will be needed. Reason: to provide local celebration to keep our members safe and close to home.	8	0	0
6	Lake Dam Parks	Motion to the Board of Directors to approve the Bird Sanctuary Plant & Sediment Removal PAR for the full budgeted amount of \$100K and authorize execution of the contract with Lake Defense Force. (PAR attached)	8	0	0
7	Water	Motion to change the usage code from WM2 (locked) to RO1 (Full metered) for any WM2 account that showed a monthly	0	8	0



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		flow greater than 200 gal/month.			
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b. Upcoming BOD and Water Committee Election Schedule – Addressed in GM Report (Attached)

c. Other items added to the agenda during the meeting - None

- 11. Community Announcements –** President Berni
 3/17 -- St. Patrick's Day at the Inn. Potluck and Games
 3/19 – Bingo at the Inn
 March Trivia – Pending
 4/3 – Easter Event at the Inn

Refer to LLCC Website for specific times etc.

12. Motion to Adjourn to Closed Session to discuss legal/personnel issues and Compliance occurred at 1:04PM

13. Returned to Open Session 2:45pm

- 14. Motion to Accept all Motions Made in Closed Session**
 2/28 – Water Town Hall at the Inn at 1PM
 3/17 -- St. Patrick's Day at the Inn. Potluck and Games
 3/19 – Bingo at the Inn
 March Trivia – Pending
 4/3 – Easter Event at the Inn

Refer to LLCC Website for specific times etc.

15. Motion to Adjourn

Attachments:

1. List of members in attendance
2. President's Report
3. Treasurer's Report
4. GM Report
5. Draft Collection Policy
6. Architectural Register
7. Bird Sanctuary PAR