

# Minutes

## Lake Marcel Board Meeting-Virtual Meeting

### MS Team Chats Audio/Video

January 12, 2021 7:00 PM

Directors Present: **Dan Gutschmidt (President), Laura Davis (Vice President), George Petrov (Treasurer), Laurell Ramirez (Secretary), Josh Arbit**

Directors Absent: **John Gorman**

Office Manager: **Connie Berg**

LMCC Members Present: **None**

1. Call Meeting to Order at 7:07 pm
2. Rules of Order referenced
3. Approve November 10, 2020 Board Meeting Minutes  
**Laura D. made a motion to approve the minutes of the November 10, 2020 meeting. George P. seconded the motion. Voted – Passed.**
4. Community Member Comments - **None**  
THIS IS A PLACE HOLDER FOR MEMBER COMMENTS. WE WELCOME YOUR COMMENTS. NO MINUTES FOR THESE ITEMS WILL BE RECORDED. LMCC MEMBERS WHO WISH TO HAVE THEIR COMMENTS ON FILE WITH THE OFFICE, ARE INVITED TO SUBMIT A WRITTEN COPY OF THEIR COMMENTS TO BE KEPT ON FILE AT THE OFFICE.
5. Treasurer's Report-George Petrov  
**George P. presented current financials, Connie B. added that dues are still being received and processed.**
6. Committee Reports-  
Architectural Control/Governing Documents –  
**Dan G. will assume position of temporary chair due to the resignation of previous chair.**  
Aquatics (Water Quality, Aquatic Weed Control, Fisheries) - Josh Arbit  
**Josh A. reported on progress of grant application for Lake Management Plan**
7. Old Business:  
Reserve Study – need to complete input sheet  
**Board will move forward to submit input for Level 3 Reserve Study (no cost)**
8. New Business:  
Audit  
**The need for, or decision to waive, an audit in 2021 will be added as an Agenda item for the Special Membership meeting in the second quarter of 2021.**  
Review LMCC Record Retention Policy-Office Manager  
Connie B. reported on the huge amount of paper in the office due to the current retention policy. Laura D. will review and make recommendations to change the retention policy to include digital records and the reason (legal or other) for retention and time of retention. **Added to Action Item list.**

Office manager's responsibilities with PayPal online and new online QB-Office Manager

With the new QBO and our relationship with the accounting firm, Connie B. (the Office Manager) reported on how the process and responsibilities have changed.

**George P. made a motion to allow the office manager to pay bills/expenses for items that have been previously approved in the budget and those that have been approved as a special item by the board in a board meeting. Office manager will CC accounting firm and board treasurer at time of payment. Laura D. seconded the motion. Voted – Passed.**

Fisheries and Aquatics

**Josh A. spoke about simplifying the current committee names.**

**Laurell R. made a motion to change the name of the maintenance committee from Facilities, Dam and Grounds Maintenance to just Facilities and Grounds Maintenance. The committee comprised of Water Quality, Aquatic Weed Control, Fisheries etc. will move forward as Lake and Dam Committee. Josh A. Seconded the motion. Voted – Passed.**

9. Action Items

Action items were discussed. 573A/585 reported closed in November. Need to be separated and 573A on hold. 585 regarding Level 3 Reserve Study was discussed earlier in the meeting-on going. 576 (Combining lots) assigned to Laurell; ongoing. 579 new assignment to Connie to research new approach (Security Cameras). 584 (governing docs) ongoing. 599 (internet transition) ongoing. 605 (Pyro Co) No new information. 606 (new payment system and QBO) - completed. 607 (postcard packets) ongoing. 608 (map for website). Map for website will include lot numbers only. 609 (FB official notice board) ongoing.

10. Additional Member Comments - None THIS IS A PLACE HOLDER FOR MEMBER COMMENTS. WE WELCOME YOUR COMMENTS.

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**Laura D. made a motion to move to closed session to discuss personnel issues. George P. seconded the motion. Voted - Passed.**

**All attendees other than board members were dismissed from the meeting.**

**After discussion, Laura D. made a motion to resume open session. George P. seconded the motion.**

**Laura D. made a motion to approve the decisions made in closed session regarding personnel issues. George P. seconded the motion. Voted – Passed.**

**George P. made a motion to adjourn the meeting. Laura D. seconded the motion. Voted – Passed.**

**The meeting adjourned at 8:54 pm.**

**Next up: Monthly Board meeting is scheduled for February 9, 2021 at 7 pm.**