

# Minutes

## Lake Marcel Board Meeting-Virtual Meeting via MS Team Chats Audio/Video

October 12, 2021, 7:00 PM

Directors Present: **John (JW) Gorman (President), Laura Davis (Vice President), George Petrov (Treasurer), Michael McClary (Secretary), Laurell Ramirez, Jay Knowles, Dan Gutschmidt**

Directors Absent: **None**

Office Manager: **Julie Braun**

LMCC Members Present: **Peter Templin, Rick DeBlock, Doug Lapchis, Kenley Keltner, Art Grabb, Andrew Varga, Shelly Adams, Abram Jackson**

1. **Meeting called to Order at 7:06 pm by John (JW) Gorman, President**
2. **Rules of Order were discussed. All present agreed to the Rules of Order. JW G. requested to review Robert's Rules of Order. It is posted on the website. JW G. made a statement that we are an all-volunteer board. Harassment, intimidation, and threats to board members will not be tolerated and an investigation will occur.**
3. **George P. made a motion to approve the September 13<sup>th</sup>, 2021, Board Meeting Minutes. Michael M. seconded the motion. Approved.**
4. **Ratified the decision to approve up to \$2000 for Lake and Dam to spend on Milfoil removal with the funds coming from Maintenance. The vote was by email, (10/5-6/2021), and unanimously approved by the executive committee and two other board members.**
5. **Community Member Comments – None.**  

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6. **Treasurer's Report & 2022 Budget-George P. addressed items for which we had questions previously.**
  - **Treasurer's Report:**
    - i. **Balance sheet – from the previous report we have spent \$4-5K. Numbers are up to date.**
    - ii. **QuickBooks Online – the unapplied cash payment income is a function of receiving payments in December 2020, and not applying against 2021 Profit & Loss. Working with CBS accountant to ensure that the report can be presented and accounted in a more transparent manner.**
    - iii. **Budget vs. Actuals report presented – we are on track with expenses against budget numbers.**
    - iv. **Profit and Loss comparison, Aging summary, and Vendor Expenses reports were shown.**
    - v. **Bad debt expense is for unpaid Water District dues. We are writing that off. We are not going to receive this, so in accounting terms it is shown as a negative.**

- vi. Dan G. asked if we are able to charge penalties and fees or is that on hold? George P said we haven't heard anything new on this and believes we are still on hold. We will check on this.
- 2022 Budget
  - i. George P. created a "Table of Notes" for 2022 budget clarity.
  - ii. Lien fee will be updated to \$508.75, 2.5x the recording fee. Discussion about 2018 updates and Action Item 562 where April 2019 Minutes indicate lien fee was changed. This will be investigated.
  - iii. Lake & Dam budget will go down to \$5K. Discussion around costs for fish stocking and Milfoil removal and treatment.
  - iv. Governing Document Ratification Fees - leave at \$4K.
  - v. Handman Budget decreased from \$8500 to \$3500 based on hours required to get the work done.
  - vi. Property facilities budget – maintenance, repair and supplies have been reduced.
  - vii. Events – Halloween added.
  - viii. Jay K. suggested a Fishing Derby this year. Doug L. is looking into getting a net for the kids.
  - ix. Property taxes budget not changing.
  - x. Communications budget has been reduced slightly.
  - xi. George P. recommends keeping money in reserve until the study has been completed.
  - xii. Laura D motioned to approve the budget. Dan G. seconded. Budget passes unanimously.

## 7. Committee Reports-

Lake and Dam – Jay Knowles reported there was a recent Fisheries meeting where stocking and funding were discussed, and he wasn't invited to attend. Jay will be stepping down from Chair of this committee. Jay feels this committee is too large and would like it to be broken down into separate committees to work on different issues. Shelly A. commented that fish stocking numbers should be compatible with the lake management plan. Shelly requested the board clarify what constitutes harassment at the November meeting. JW G. agreed.

Community Relations – JW Gorman – nothing to report.

Community Events – Laura Davis reported there is no in-person Halloween event this year but there is an activity on the Facebook page. Would like to extend the Independence Day Request for Proposals deadline by another 2 weeks to allow for more submissions. Laura will connect with Shelly A. on fishing derby information.

Architectural control/Governing Documents – Dan Gutschmidt reported a few tree applications came through. Rick D. is working on the controlling documents. Rick D. reported there was significant progress this month using [www.justanswer.com](http://www.justanswer.com). They will confirm the answers to questions with our attorney. Washington recently passed WUCIOA (Washington Uniform Common Interest Ownership Act), so we need to examine that and adapt governing documents. We have completed our review of the LMCC bylaws and found some issues. Will need time with the board to present findings.

Facility and Grounds Maintenance – Jay Knowles reported untagged boats have been moved and locked up at Beach 2. Fence repaired. Butch (Andrew) V. has been working to get the TimberTek dock boards replaced. We'll probably be getting \$12-15K worth of

**material. This will be a large project and we'll need volunteers. Cost of screws will be additional and can go under "Maintenance". Jay K. contacted JP Landscape about which pesticides they are using, no response. Butch V. will make follow-up call.**

8. Old Business:

i. Office - **Julie Braun reported:**

- i. Website updates – **Julie B. will post the board meeting agenda before each meeting.**
- ii. Newsletter – **deadline for submissions is October 15<sup>th</sup>.**
- iii. Motion a dollar amount for check writing without approval – **already a policy for this, decided to keep policy as it is. Laurell R. directed to Policy 7, Revision 2: emergent expenses over \$100 must be approved.**
- iv. Liens – **Julie B. reported that the lien fees have been added back into the 7 lots where the fees were erroneously removed. They were not added back into the 2 lots where members paid the amount in full, as shown in our accounting. General agreement in the room is to satisfy the liens for the 2 lot owners that paid their accounts in full (minus the lien fee that was erroneously removed.) Discussed amount due is different than what is recorded on lien with King County. Check with our Washington state lawyer on this. Discussed future lien process and look into continuous liens. Future lien wording in Fee and Fine Structure – look for 2018 changes in an updated digital or paper file (brought up earlier by Doug L. during budget discussion).**

9. New Business:

- i. Open Position: Lake and Dam chair – **No volunteers.**
- ii. November Budget Ratification Meeting and Special Membership Meeting – **date will be Saturday, November 13<sup>th</sup> at 2:30 PM. Julie B. will look into facility rentals or tents with heaters.**

10. Action Items

See attached:

614 – Insurance Coverages – **Julie B. has reached out to our insurance agent who is evaluating our coverage and will research better rates.**

11. Additional Member Comments - **None.**

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**Laura D. made a motion to adjourn the meeting. George P. seconded. Voted, passed.**

**Meeting adjourned at 8:58 PM**

**Next up: Monthly Board meeting is scheduled for Tuesday, November 9<sup>th</sup>, 2021, at 7 pm.**