

# Minutes

## Lake Marcel Board Meeting

### Virtual Meeting via MS Team Chats Audio/Video

February 14, 2023, 7:00 PM

**Board members present: Paul Gibian (Vice President), George Petrov (Treasurer), Karen Giluck**

**Board members absent - JW Gorman (President)**

**Office manager: Julie Braun**

**Community members present: Dale Keltner, Rick DeBlock, Art Grabb, Olivia C., Wayne, Butch Varga, Peter Templin**

**George Petrov, Treasurer, announced that the meeting is being recorded.**

**The meeting was called to order by Paul Gibian, Vice President, at 7:09 PM.**

1. Rules of Order THE CHAIR PRESENTS RULES OF ORDER FOR THE MEETING—OR ALL AGREE THE RULES ARE KNOWN AND UNDERSTOOD. **Paul G. stated that we follow Robert’s Rules of Order.**
2. **George P. made a motion to approve the January 10, 2023, Board Meeting Minutes as presented. Karen G. seconded. Discussion ensued. Rick DeBlock suggested a detail be added under the Architectural Control Committee report. Minutes were amended. Paul G. made a motion to approve the January 10, 2023, Board Meeting Minutes as amended. Karen G. seconded. No discussion. Voted – passed unanimously.**
3. 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.
4. Treasurer’s Report - **George P. reported that our accountant at CBS has entered the 2023 budget items, so those numbers are now reflected in our reports. George P. presented the current financial reports: Balance Sheet, Profit and Loss, Budget versus Actuals Cash and Accrual, and Expenses by Vendor. George P. and Julie B. are working on collecting from accounts that are behind on dues. Peter T. suggested a name change for budget item 6200.05. The name was changed from “Lake Maintenance Plan” to “Lake Maintenance”. Julie B. reported that processing dues has been smoother with Zelle payments this year versus PayPal payments last year. We have received 90% of dues payments thus far. Dues invoices were sent out late this year, so George P. extended the due date grace period until February 28. Late fees will not be charged until March 1, 2023. The audit was discussed. 2022 will be audited as soon as 2021 is completed. George P. and JW G. need to fill out a few items on questionnaires for the 2021 audit. Rick D. commented that at the Special**

**Membership Meeting the expectation was set that the audit for 2022 will also be completed by the May Membership Meeting. George P. commented that this initial audit setup is taking longer for both us, and JH Vandal, than subsequent years will.**

**George P. made a motion to move \$8,390.00 from our operating funds to our reserve funds to cover the 2022 reserve obligation. Paul G. seconded. Discussion ensued. Paul G. raised the point that our Reserve Fund balance is higher than our 2023 target level. George P. replied that there are good reasons to make the transfer according to our Reserve Study. Rick D. recommended that the transfer take place within the year that the obligation should be fulfilled and in 2023, we may now have two transfers. George P. agreed.**

**Paul G. called for a vote on George P.'s motion to transfer funds from the operating account to our reserve fund account. Voted – passed unanimously.**

**5. Committee Reports-**

**Lake and Dam – JW G. was absent. No report tonight.**

**Community Relations –**

- i. Complaints and Violations – Karen G. reported that a letter was sent to a member asking that their property be restored to a clutter-free condition. They have 30 days to get things cleaned up or they will be in violation. The board will need to do a property assessment after February 18<sup>th</sup> and see if further action needs to be taken.**
- ii. Safety and Security – Not discussed.**
- iii. Volunteer Recruiting – Not discussed.**
- iv. Emergency Preparedness – Not discussed.**

**Community Events – JW G. was absent. Julie B. reported that the LMCC Easter Egg Hunt will take place on April 8<sup>th</sup> at Beach 1. Community member Natalie Engel is the lead. Julie B. reported that this year there will be a prize table and we have requested donations from the community. An e-news went out requesting volunteers. The oldest age group has been changed from ages 10-12, to 10 and up, to be inclusive for all ages. An egg-stuffing party will be on March 25<sup>th</sup>. Julie B. will be meeting with Robb McColley this week to discuss the Fourth of July celebration planning.**

**Architectural Control Committee – Paul G. reported that he and Karen G. have had correspondence with a homeowner and have approved an existing structure's addition.**

**Governing Documents Committee – Paul G. reported that we've paused working on these resolutions. We need an attorney and HOA counsel that will review and write up our governing documents to be current with state requirements. We need to confirm with JW G., where we are with Terry, the attorney. Rick D. shared that we have two separate legal needs with an attorney. One is to overhaul the governing documents, which Terry may help with, but we will need a new attorney for general legal counsel. There were several candidates and action needs to be taken. LMCC needs an attorney.**

- i. Community Relations Committee Resolution – Directors are needed. Further discussion is needed.**

- ii. Finance Committee Resolution – **Paul G. reported that the responsibilities we currently manage may be impacted if we decide to go with an HOA Management Firm. More details will be presented under New Business.**
- iii. Governing Documents Committee – **Rick D. shared that the Governing Documents Committee Resolution and Architectural Control Committee Resolution need to be amended to change the directors to current directors on the board.**

Facility and Grounds Maintenance – **JW G. was absent. No report.**

6. Old Business:

- i. Fay Road Logging Update – **Butch V. reported that there are two separate projects that their volunteer group is working on, the Fay Ridge development and the Fay Road area that was recently logged. With the board’s approval, Betsy Macwhinney was contacted. There will be a King County Zoom meeting tomorrow about the Fay Ridge Development. Butch V. will try to get the meeting information to Julie B. to share with the community. Betsy M. put them in contact with Gino Lucchetti. He was on the county team for developing critical area policy. He gave us a report on the logged area which was shared with the board. In summary, Gino L. does not see a major problem with the effect on our lake unless we have a major weather event and washout. He has billed LMCC for his services and gave us a substantial discount.**

7. New Business:

- i. Filling Director Vacancies - **Julie B. shared that Doug Lapchis is still interested in being on the board but is unable to attend tonight’s meeting. This will be discussed next month.**
- ii. HOA Management Firms – **Paul G. reported that it was suggested at the January Special Membership Meeting that we look into HOA management firms. Paul G., Dale K., and Peter T. have been working on this. The Preliminary HOA management report was shared for viewing. Five firms are being looked at. Services are scalable and can be blended to work with Julie B’s position as Office Manager. We have one of the largest HOAs in the state, (i.e., based on number of lots), that are self-managed. Having an HOA management firm would reshape the board’s responsibilities and could impact the appeal of joining the board. The group feels it is important as far as governing documents and financial responsibilities. Peter T. added that we’ll be getting more comparable information about a couple of firms and have more detail to report at a future meeting. Costs are not available to report yet. Discussion ensued. Rick D. thanked Paul G., Dale K., Peter T., and the board. George P. requested prioritizing obtaining cost information to know if we should proceed, and membership will need to be made aware of costs.**

8. Action Items:

- i. 610. LMCC Record Retention Policy – **Paul G. reported there are two issues – creating the records, and storing them so they are accessible. The Community Association Institute suggests storing one current year of records, and three years for general correspondence, and permanent storage for legal and contract correspondence. Our policy will need to be reviewed by legal counsel and our accountant prior to being adopted by the board to be sure we are complying with all Washington State laws. Paul G. will upload his report to the Teams folder after the meeting.**
- ii. 613. Dam Compliance – Needs lead volunteer. **Peter T. provided a report to JW G., our Lake and Dam committee chair, today. Peter has been communicating with the Dam Safety Office. Even**

**though we have had successful results for over a year by lowering the lake (in regard to erosion), they responded that it is a temporary fix. They want a permanent fix. We still need a lead volunteer to move forward. Discussion ensued. We do not know the cost, or the time involved. We will need some professional help.**

- iii. **615. 2021 Audit – George P. reported that he and JW G. will be working on completing the questionnaires that the audit firm has requested. Peter T. and Julie B. have done a lot of work gathering information. We will try to get the 2022 audit completed by the May General Membership Meeting as well. Julie B. added that we’ve collected all the files they’ve requested for 2021 and everything will be sent off to them shortly. There has been a lot of initial setup and historical information to provide. 2022 should be much faster. Julie B. noted that their audit fee includes tax preparation, so we have inquired about that. George P. stated that we’ll do what we can on our end to have both 2021 and 2022 audits completed by the May General Membership Meeting.**
- iv. **616. Logging Operation & Herbicide Usage – JW G. was absent. Butch V. reported that the herbicide issue was not addressed with Gino Lucchetti. George P. will reach out to JW G. for information, and Butch V. will ask Gino Lucchetti if that is something he could potentially advise us on.**

**9. Additional Member Comments – None.**

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**Paul G. made a motion to adjourn the meeting. Karen G. seconded. Voted – passed unanimously.**

**The meeting was adjourned at 9:10 PM.**

**Next up: Monthly Board Meeting is scheduled for Tuesday, March 14, 2023, at 7:00 PM.**