

Draft Lake Marcel Board Meeting Minutes-Virtual Meeting via MS Team Chats Audio/Video
 Oct 8th, 2024, 7:00 PM

Attendees:

Board members				
<input checked="" type="checkbox"/> President: Laura Davis	<input type="checkbox"/> Vice President: Travis Johnson	<input checked="" type="checkbox"/> Treasurer: Brian Blomquist	<input checked="" type="checkbox"/> Secretary: Nicole Roehrig	<input checked="" type="checkbox"/> Karen Giluck
<input checked="" type="checkbox"/> Doug Lapchis	<input checked="" type="checkbox"/> Andy Simms	<input checked="" type="checkbox"/> Chris Galeucia	<input checked="" type="checkbox"/> Kristine Gilreath	
Community members present (please sign into Teams with full name for recording of attendance)				
Sharon Blomquist	Jake Curnutt			

This meeting of the board of Lake Marcel Community Club is called to order at **7:05 PM on Oct 8, 2024**, by Laura Davis, President and a quorum **IS** present, confirmed by Nicole Roehrig, Secretary.

1. 1. Rules of Order: THE CHAIR PRESENTS RULES OF ORDER FOR THE MEETING—OR ALL AGREE THE RULES ARE KNOWN AND UNDERSTOOD. Laura Davis stated that we use Robert’s Rules of Order.
2. **[Andy Simms] motions to approve the agenda. [Brian Blomquist] seconds. No discussion. [5 yays, motion passes]**
3. **[Brian Blomquist] motions to approve the date and previous board meeting minutes as presented (Sep 10, 2024) and a second by [Andy Simms]. Andy Simms motions to amend the minutes to include the document from the Information Security Data Classifications policy. 4 yays, 1 nay, 1 abstain, amendment motion passes. Approve the Sept 10, 2024, board meeting minutes with the addition of attaching the information security data classification policy. 6 yays, Motion passes. The minutes are approved with amendment.**
4. **[Brian Blomquist] motions to approve the special board meeting minutes as presented (Sep 23, 2024) and a second by [Andy Simms]. No discussion. The vote outcome was unanimous, minutes are approved as presented.**
5. Community Member Comments. THIS IS A PLACE HOLDER FOR MEMBER COMMENTS. WE WELCOME YOUR COMMENTS. NO MINUTES FOR THESE ITEMS WILL BE RECORDED. LMCC MEMBER S 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. Community members will be given 2 minutes to speak and will be timed. A timer will be used to help keep time and alert the speaker if time has lapsed.
6. Treasurer’s report: Brian Blomquist reported out.

- a. **Operating Accounts:** The operating accounts balance currently shows \$132,648.28 we are on track to have approximately \$100K at the end of the year +/-5K.
- b. **Reser Accounts:** Current Balance is shown as \$145,340.22, current CD interest will likely bring this to approximately a little over \$146K by the end of the year. Still working on linking that CD accounts to our QBO for automatic updates, but we received a Quarterly statement, and the accounts have updated the balance in the ledger by hand.
- c. **Taxes:** Received a notice from the IRS at the end of September that they received our information on the 2021 tax filing and need an additional 90 days to process it. Received a notice asking why we had not filed a non-profit return for 2023 with a questioner. I am awaiting feedback from the Tax Accountant before responding to the questionnaire but is likely related to our transition from a federal non-profit to an HOA.
- d. **Audit:** We have one outstanding request for information around the required documentation for carrying over funds from one year to the next and then the plan is for Laura and I to sign the documents and return them to the Auditor.
- e. **Past Reimbursements:**
- f. Butch Varga, one our long-time Maintenance volunteers, for various reasons and has submitted a long list of reimbursement requests dating back from 2022 that I would like to reimburse him for.
 - i. **Brian Blomquist moves that the board reimburse Butch Varga for up to \$1050.00 in receipts as validated by Laura Davis and Brian Blomquist.** The maintenance committee is working on a reimbursement process with approved budget projects. This is a one-time reimbursement to get him up to speed on receipts. **6 yays, motion passes.**

7. Committee reports:

- a. Lake and Dam: Brian reported from Peter and Shelly
 - i. Approved the plan to do a nutrient treatment and not do the toxicity testing
 - ii. Sign will continue up until the next test
- b. Community events: Nicole Roehrig reported. The committee is sharing ideas via email as the group was not able to attend the meeting last Sunday.
 - i. **Lake Marcel Market Day:** We hosted the first annual Market Day on Saturday, September 28th at Beach One. This event was set up like a Farmer's Market and advertised for members to share and showcase their talents and goods to sell. The artisans included bakers, a welder, a wood craftsman, painters, crafters, sewers and more! The committee has had wonderful feedback and almost all of the vendors have requested that this become an annual event, and they are excited to showcase their talents again next year.
 - ii. **Fall Festival:** tentative plan is to host the event at beach one on October 26th from 12-3PM. Suggested activities include a chili cook off, pie contest, games, pumpkin coloring, share the Halloween trick or treating map, music, costume contest and more. Volunteers will be needed to help set up, facilitate the activities, and judge the food! More information, Facebook invitation, and flyers will be shared soon.

- iii. **Christmas boat float event:** December 7th Dock stops, decorate boats, hot cocoa at Beach one, Letters to Santa, Santa to hand out cookies and candy canes. Sharon has a Santa Suit (and Mrs. Claus) and theater colleagues who can dress up if wanted.
 - iv. Interested in being on the committee or volunteering, please check the LMCC website or email Nicole.Roehrig@lakemarcel.net
 - c. Community relations: Laura Davis reported out
 - i. Working with the Architectural Control committee on covenant violations with a member who has someone living outside of the house in a shed.
 - d. Architectural Control: Karen Giluck will email an update to the directors. Doug has questions about the concerned violations and if there is an update. Chris Galeucia reported out.
 - i. Sent out a few letters to members this month regarding complying with our covenants and by-laws. Follow up for one of them as it overlaps with a few committees. Setting up a meeting with one member. Sent out information about Building practices. Property on 114th communication with the county has not occurred yet.
 - e. Governing Documents: No updates.
 - f. Facility and grounds maintenance: Laura Davis reported out.
 - i. Septic tank was pumped last month. Calls for inspection of box but have not had good response from companies
 - ii. Repairs around the beaches
 - g. Finance Advisory: Brian Blomquist reported out.
 - i. Meeting Oct 7th on Teams and in person; Present in Person: Brian Blomquist, Susan Roberts, Doug Lapchis. Present via Teams: Peter Templin, Dale Keltner. Absent: Tina Wolford, Fiona McKay, Paul Gibian, Frankline Tipton
 - ii. Updates regarding the status of the audit, taxes, budget, and association management status and other finance items were discussed.
 - iii. During the Association Management discussion, some information from the Andy Sims was discussed around self-server association management services and it was discussed that the treasure should come up with a list of tasks to accomplish before the end of the year.
 - iv. Removed Franklin Tipton as he has not attended
 - h. Technical Committee: Andy Simms reported out
 - i. Discussed service called Pay HOA cloud-based service that provides HOA management services. Centralizing information, streamlining work, financial cost savings opportunity.
 - ii. Phone service, paying Zply for phone and fax services fee \$100, there are competing companies for around \$15 a month. Information was sent to Brian and Laura. Potential significant savings with better functionality.

8. New Business:

- a. Director's Update:

- i. Corporate transparency act, still missing one director's information (Doug Lapchis), please send information as soon as possible to avoid fees.
- ii. Travis Johnson has sent in his resignation effective as of October 8th, 2024. We will have an open director's seat and open VP position. From email sent to Laura Davis on Sept 26, "Hey Laura, I hereby resign my position effective 10/8. Thanks, Travis".

1. Brian Blomquist motions that we fill the director's seat and the VP positions at the November board meeting and put out an email to announce to the community. Kristine Gilreath seconds. Motion passes unanimously.

- b. Set the agenda for the Fall Special Meeting:
 - i. Allow the membership to remove any director who has not complied with the corporate transparency act information submission.
 - ii. Article in the bylaws that anytime we move or sell property with 2/3 vote. Vote on the 4 lots associated with beach one to combine those lots into the common use track for filing with the county to save money on taxes.
 - iii. **Brian motions that we add agenda items to remove directors who have not complied with the Corp trans act and combining the 4 lots at beach one to be common use area track. Doug Lapchis seconds. Motion passes unanimously.**

9. Old Business:

- a. Fall Newsletter draft:
 - i. Sharon Blomquist is working on the newsletter and has sent it out to directors and chairs to submit their reports. The hope is to have the newsletter to the printers by October 9th.
- b. AOP/Budget draft:
 - i. We have reviewed the 2025 budget all except for the Community Events and review the need for increasing the dues.
 - ii. **Brian Blomquist motions that we remove the coffee with the board budget of \$60. Doug Lapchis seconds. We can still offer the event but without the funded offering. Andy suggests that we have a board table at community events instead. Motion passes unanimously.**
 - iii. **Brian Blomquist motions that we remove the valentine's day budget line item for \$200. Karen Giluck seconds. Motion passes unanimously.**
 - iv. **Brian motions to keep Easter budget as is for \$450. Andy Simms seconds. Motion passes unanimously.**
 - v. **Doug Lapchis motions that Family Fishing Day is reduced to \$700. Brian Blomquist seconds. Karen asks what the money is for and if it can't be totally volunteer led. Doug states it is for the tools and classes and that there is a diver, net, and food. Kristine asked what the actual spend has been in the past. Nicole asked if Doug attended the community events committee and shared his plans, if that committee could help and possibly reduce the cost. 5 yays, 1 abstain, motion passes.**

- vi. **Brian Blomquist motions that we keep the 4th of July budget at \$5K. Andy Simms seconds. Brian mentioned that there is one member that is against the budget if it does not include fireworks. Motion passes unanimously.**
 - vii. **Brian Blomquist motions to keep the annual garage sale budget at \$75. Andy Simms seconds. Karen asked what the money goes to and it is for the printing of the signs to advertise outside of the community. Motion passes unanimously.**
 - viii. **Brian Blomquist motions to not fund the Halloween and Christmas events. Andy Simms seconds. Brian suggests we see if the events are successful for 2024 and if so, one time approve for 2025 and then add them to the 2026 budget. Laura states that these events are not new but have occurred in the past. 5 yays, motion passes.**
 - c. **Based on the work that was just approved, there would be a positive of \$600 instead of a deficit with a potential for a larger carryover balance with a change in phone service.**
 - d. **Brian Blomquist motions that we do not raise the dues this year by \$12. Doug Lapchis seconds. Considering we raised dues last year when we had a carryover in the bank and received feedback from members this year. Andy is in favor of raising the dues because the cost of services will continue to rise and the economy with inflation. Karen agrees with adding to the dues to keep up with inflation and with the number of discussions we have had to cut signifies we should add. Kristine suggests we formulate a communication to the community for a plan to raise the dues for next year. Doug suggests we are within budget now so do not raise the dues this year. 3 yays, 3 nays. Second vote 3 yays, 4 nays. Motion fails.**
 - e. **Andy Simms motions to raise the dues by \$9 annually. Doug Lapchis seconds. Andy rephrased that we raise the dues by \$9 for 2025. Doug seconds. Karen amends the motion to raise the dues for \$12 for 2025. Nicole Roehrig seconds. 4 yays, 3 nays, amendment passes. The amended motion is to raise the dues by \$12 for 2025 at \$337. 4 yays, 3 nays, motion passes.**
 - f. **Brian reviewed the Notes tab on the budget.**
 - g. **Andy Simms motions to approve the 2025 budget as presented. Brian Blomquist seconds. Motion passes unanimously.**
10. Action items:
- a. **Status of review of HOA Management Company information. Brian covered this as part of the Finance committee. Will keep as an action item until it is completed. No updates.**
11. Community Member Comments. 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. Community members will be given 2 minutes to speak and will be timed. A timer will be used to help keep time and alert the speaker if time has lapsed.
12. **It was motioned to adjourn the meeting by [Karen Giluck] and a second by [Brian Blomquist] and the vote outcome was [unanimous]. The meeting was adjourned at 10:03 PM.**
13. Next up: Monthly Board meeting is scheduled for **Tuesday Nov 12, 2024 at 7 pm**, via Teams

