

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

Nov 12th, 2024, 7:00 PM

Attendees:

Board members				
<input checked="" type="checkbox"/> President: Laura Davis	<input type="checkbox"/> Vice President: vacant	<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	Dale Keltner	Rick DeBlock	Andrew Varga	Peter Templin
Laurell Ramirez				

This meeting of the board of Lake Marcel Community Club is called to order at **7:02 PM on Nov 12, 2024**, by Laura Davis, President and a quorum **IS** present, confirmed by Nicole Roehrig, Secretary.

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. **[Karen Giluck] motions to approve the agenda. [Brian Blomquist] seconds. No discussion. [motion passes unanimously]**
3. **[Brian Blomquist] motions to approve the date and previous board meeting minutes as presented (Oct 8, 2024) and a second by [Andy Simms]. 6 yays, Motion passes unanimously. The minutes are approved.**
4. 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.
5. Treasurer’s report: Brian Blomquist reported out.

Operating Accounts:

The operating bank accounts balance is currently at **\$124,244.38**

- approximately \$4,500 of outstanding maintenance items that have not been purchased or reimbursed yet, and about \$12,000 in utilities and payroll scheduled for the next 2 months which will leave us with about \$107,000.00 at the end of 2024 if we spend it all.

\$300.00	Office Door Locks
\$235.00	Paint Beach Gates
\$700.00	Repair Broken Playground Uprights
\$600.00	Bathroom Auto Door Closers and Deadbolts
\$2,500.00	Redeck 2nd Swim Platform at Beach 1
\$200.00	Pump House Replacement Material

Capital Reserve Fund Accounts:

We currently have a total of **\$146,353.08** in our capital reserve fund accounts with \$18,324.00 in the BofA savings account and \$128,029.08 split evenly between four First Citizens CD accounts that mature in (Feb, May, Aug, and Nov).

It was noted at that special membership meeting on November 10th for the budget ratification that the capital reserve fund account was not showing as 100% funded. Full funding would be \$147,097.00, if we take the special assessment scheduled for new dam maintenance items calculated in April of 2024 in this year instead of 2025 which the board chose to do at the April 9th board meeting. Because the amount is based off of interest that has not been earned yet and the fact that we were not investing our funds in a high interest-bearing accounts until about half way through the year we will wind up with \$146,868.52 in the reserve account at the end of 2024 and only fall short of 100% funding by about \$228.00.

The QuickBooks automatic hookup to our CD accounts is still not working, so the QBO reports are currently only reflecting changes in the balance every quarter when we receive statements. I emailed First Citizens bank the latest information on the error we are receiving, but they have not gotten back to me yet (about 2 weeks now).

Taxes:

We received a notice that our abatement request of our 2021 taxes has been accepted and we will not have to pay the fine associated with the 2021 tax filing being late (which with interested would have been slightly over \$2K at this point).

I have still not received a notice on the acceptance of our IRS status change for our 2022 taxes that were filed late, and I will call the IRS this week to check on our 2022 and 2023 tax filings.

2023 Audit:

The auditor has not gotten back yet on the final open question we had on the preliminary audit and I received an email from them last Thursday Nov 7th that they had been busy with a tax filing and that if I sent them my phone number, they would give me a call. I sent them my phone number, but have not received a call yet. I will poke them again this week to see if we can get a quick answer, before we send in the final acceptance and get the final audit document.

Budget Ratification Process:

The budget ratification process is complete and our dues for 2025 will be set at \$337, and I will be working with our accounting firm the rest of this month to get invoices printed and mailed in December and a 2025 budget GL setup for 2025 reporting purposes.

Lien Processing Policy Changes:

Our lien processing policy is to charge a fee of twice the current King County filing amount when we add the liens and then charge twice the current filing fee when we remove the lien. In 2014 the lien filing fee was \$75 and although a fine of \$150 was substantial at slightly more than half the annual dues at the time with the extra \$150 being credited to LMCC accounts when we did our own lien filing for adding and satisfying the liens. Currently the King County lien filing fee is \$303.50 and doubling this amount twice adds up to a penalty that is nearly twice the amount of the annual dues at \$607.00.

Our attorney currently will only charge us \$435.02 per lien filing (only \$131.52 over the current lien filing fee) and we will not have to file the paperwork ourselves.

I am currently in negotiations with a lot owner that has been delinquent on their dues since 2015 and the property has accumulated 4 liens that need to be removed in order for property dues to be brought up to date. We will be charging them lates fees and interest on the overdue amounts, however it seems excessive to additionally charge them any more than the cost we incur in removing the liens.

Motion:

I (Brian) move that we modify our current lien processing policy to make use of our attorney to file lien paperwork on our behalf as needed and charge owners the amount we are billed by our attorney as a fine, Andy Simms seconds. Discussion occurred. Motion passes unanimously.

6. Committee reports:

- a. Lake and Dam: No committee meeting. Additional R-Cards were purchased and delivered.
- b. **Andy Simms motions that we get a quote from our agent for increased liability coverage covering the lake and dam. Brian Blomquist seconds. There have been some concerns, so Andy did some research on current coverage. Would this cover around the lake or just downstream if the dam breaks, unknown. 5 yays, motion passes.**
- c. Community events: Nicole Roehrig reported.
 - i. **Fall Festival**: canceled due to low interest and volunteer sign ups. We received some feedback and hope to plan for this or something similar for next year.
 - ii. **Christmas Celebration and boat float event**:
 1. December 15th at Beach one and lake from 3-6 PM (since sunset is at 4:30Pm)
 2. Visit from Santa and Mrs. Claus with a photo op under a decorated and heated yurt (donated for use for the event from a generous neighbor).
 3. Kids' activities such as gingerbread houses, cookie decorating, ornament making, coloring station
 4. Pet costume contest (pets must be on a leash and friendly). Prize for first place!
 5. Inviting all artisans and bakers back to the beach to sell their homemade goods and treats, just in time for Christmas.
 6. Stay for the boat float event after sunset. Dock decorations, decorate boats and stop at docks to say hi, end at Beach one for hot cocoa and cider and sit around a fire (weather depending).
 7. Flyer is drafted and waiting on adding the QR codes from the SignUp Genius (for volunteers, people able to donate items, vendors, and members who will participate in the boat float or dock stops) and the Facebook invite. An email with all of the details will also be sent to our DL.
 - iii. Additional 2025 events in the works include:
 1. Hosting a volunteer and committee member celebration event. Possibly in late March or early April.
 2. Honoring our veterans. Possibly having members submit a picture and information for a local veteran, print/laminate and have a hero's wall on the fence of beach one.
 - iv. Interested in being on the committee or volunteering, please check the LMCC website and events calendar, or email Nicole.Roehrig@lakemarcel.net
- d. Community relations: Laura Davis reported out
 - i. Living in a structure
 - ii. Living in a trailer
- e. Architectural Control: Karen Giluck reported out
 - i. We have approved a Tree Removal application and are continuing to follow three property use issues.
 - ii. Aware of property situations that have been communicated with members.

- f. Governing Documents: No updates. Our regularly scheduled meeting conflicted with the 2025 Budget Ratification meeting.
- g. Facility and grounds maintenance: Laura Davis reported out.
 - i. Border on the playground has been fixed
 - ii. Septic tank is still uncovered. We did get 3 quotes for an inspection of D-box and will pay to have a crew to get to it. Based on that assessment, they will review the drain field.
 - 1. Awesco \$547.35, Technician will locate and perform an inspection on the drain field due to water returning back into the septic tank. Once the issue is diagnosed the technician can provide an accurate quote for repairs at the time of service. A detailed estimate will be sent to you via email with the breakdown of what repairs are needed.
 - 2. Warranty Septic \$200 service fee, \$180 per hour to dig out the D-box with a minimum of \$60= \$600
 - 3. The Septic Group \$295 inspection, pressure test \$295, resubmitting as built \$295 = \$600-1,000

Andy Simms motions that we approve up to \$1800 so that we can have the septic inspected, as built redrawn, and pressure test done and risers and a secured lid installed. Doug Lapchis seconds.

Brian motions to amend we approve up to \$2400 have the septic inspected, D-box exposed and inspected, pressure test done, and risers and secured lid installed if the septic if passes test. Andy Simms seconds. Discussion occurred. 6 yays. No nays. Amendment passes. Brian motions that we approve up to \$2400 have the septic inspected, D-box exposed and inspected, pressure test done, and risers and secured lid installed if the septic if passes test. 6 yays, no nays, motion passes.
- h. Finance Advisory: Brian Blomquist reported out.
 - i. No meeting with conflicts for Budget meeting. Possible next meeting will be Nov 18th.
 - i. Technical Committee: Andy Simms reported out
 - i. Hope to meet before the next board meeting and will place on the calendar. Still researching previous topics.
 - ii. Staging environment on the website, connected with Ann Marie Gill.

7. New Business:

- a. Email approval of R-cards. Capturing motion and vote outcome from the board via email.

"I (Brian) move that the board purchase 100 additional E.coli R-cards for \$210 plus tax and shipping for use by the Water Quality committee to perform additional Nutrient Source Testing in November." Brian Blomquist sent on Oct 15, 2024. "Thank you all! The motion passes with the unanimous vote." Laura Davis sent on Oct 28, 2024.
- b. Director seat nominations and vote.
 - i. Nicole Roehrig nominates Frankie Tipton with his written approval
 - ii. Brian Blomquist nominates Rick DeBlock and he accepts

- c. **Kristine motions to delay the appointing of a new board member until the next board meeting. Doug Lapchis seconds. 4 yays, 1 nay, 1 abstaining, motion passes.**
 - d. **Karen Giluck motions that we plan not to meet for a Board meeting on December 10th. Nicole Roehrig seconds. Discussion occurred. 2 yays, 4 nays, motion fails.**
- 8. Old Business:
 - a. none
- 9. 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. Andy will send Brian the company he has researched.
- 10. 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.
- 11. **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 9:29 PM.**
- 12. Next up: Monthly Board meeting is scheduled for **Tuesday Dec 10, 2024 at 7 pm**, via Teams