

Palmer Lake Beach Club Inc.

Board Meeting Draft Agenda, 2020-07-23, 7:00pm, South Beach Offices

- 1. Call to Order:** Robert Perry called the meeting to order at 7:02pm.
- 2. Roll Call:** Robert Perry (President), Jeffery Prestage (Vice President), Kim Hunsaker (2nd Vice President), Dolores Starr (Treasurer), Sarah Watkins (Secretary), Rosa Velder (Bookkeeper), and Jada French (PLBC member).
- 3. President Comments:**
 - a.** Agenda review and ask for changes. The agenda was reviewed by all Board members; no further changes or additions were made.
 - b.** Officer appointments: Robert Perry asked the board if anyone wished for a change in role for their current positions. No one expressed interest in changing their current position. Note was made to contact our current Alternates to make sure they still wish to hold their positions. They are expected to attend the August 27th Board meeting. Dolores Starr made the motion to approve the status of the current Board member positions as they are now. Jeffery Prestage seconded. All in favor with no opposition.
- 4. Secretary/Operations Manager:**
 - a.** Approval of 6-11-2020 Board Meeting Minutes. Sarah Watkins presented the 6-1-2020 Board meeting minutes to the Board, no corrections or changes were needed. Dolores Starr made the motion to approve the 06-01-2020 Board meeting minutes, Jeffery Prestage seconded. All in favor with no opposition.
 - b.** Discussion of general correspondence and communications. As time goes by, we are noticing less "bad address" mail returns. Rosa has been working very hard to ensure that all of PLBC residents mailing addresses are correct in our books, we are receiving less return mail which means we are also saving a bit of money by not having to resend out repeat invoices. This also means that PLBC members are receiving their invoices. This will hopefully help to close the gap between past due accounts and paid in full accounts. Many members made complaints that they were unable to pay their dues because they never received an invoice. By law residents are still required to pay their dues whether an invoice was received or not. The Board encourages the members to refer back to their deeds from when they purchased their homes.
 - c.** The Board has received a handful of very abusive emails and phone calls recently. In order to protect our volunteers and employees these phone calls and emails will be blocked. A notice will be sent to the resident explaining that they have been block and that any further communication must be sent in writing via US mail. If the resident wishes to meet in person with a Board member or staff, a memorandum of the meeting must be made and another board member must be present during the meeting. Rosa will continue to check PLBC emails and addressing billing questions. Kim Hunsaker made the motion to approve this general correspondence and communications policy. Jeffery Prestage seconded. All in favor with no opposition.
- 5. Treasurer/Rosa Velder:**
 - a.** Financial Report. Dolores Starr presented the treasurers report for June 2020, the Board reviewed the report, no changes were made. Kim Hunsaker made the motion to the June 2020 Treasurers report. Sarah Watkins seconded the motion. All in favor with no opposition
 - b.** Out of 502 members, 138 have not paid. About 50 of the unpaid members are for just this year's current dues 2020-2021. 16 of the 138 are repeat offenders. This is a huge improvement from previous years. Thank you for you on time payments! All Dues are due July 1st of each year, and dues are not considered late and will not incur a late fee if they are received by July 30th - this means all payments made by mail must be post marked no later than July 30th and any online payments must

transact to PLBC by July 30th.

- c. Discussion of timing and next steps for delinquent accounts. On August 10th the Board will send out invoices for any accounts that have not been brought up to date. PLBC Attorney has separately reminded the board that all filed liens must be renewed every two years.
 - d. Please note that all PLBC books are viewable to any member wishing to do so.
6. **Lake Drainage Update:** Robert Perry was pleased to announce that our Lake Drainage project is moving along quite nicely!! The road will be closed for a day or two so that the drain can be placed across the road but the lake will still be open for swimming. The project should be done very soon!
 7. **Non-Compliant Properties:** So far one fine has been sent out to a resident who has not made any form of communication back to the board regarding the notice sent out to them, and no effort had been made resolve the property issues in question. Robert Perry and Dolores Starr will make another drive around to see who has complied. Thank you to those who have complied with the notices you have received. Please refer to the October 2019 General Membership meeting and March 2020 General membership meeting regarding Non-Compliance properties.
 8. **PLBC Annual Insurance Renewal:** Robert Perry was pleased to announce that with the switch to the new insurance broker we could potentially be saving thousands of dollars. Upon further review there seemed to be some confusion as to what exactly was insured by the previous broker. Our new rate could be \$5000 less than what we were paying before. A Zoom meeting to go over these details is to be determined; it will likely be within the next week. Robert Perry entertained the motion to switch to a new insurance broker. Kim Hunsaker made the motion to switch to Carlson & Associates. Jeffery Prestage seconded. All in favor with no opposition.
 9. **Board Meetings by Zoom:** On the PLBC Residents Only Facebook page Nancy Bennett asked the question. "Can the PLBC Board meetings be made into Zoom meetings?" The Board discussed the issues of doing this, particularly the administrative burden of setting up the Zoom meetings – managing invites, dealing with members who have technical connection issues, verifying identity, etc. It would add about two hours of work to each Board meeting, which is more than the length of a typical board meeting. The Board also discussed using Zoom for semi-annual General Membership Meetings. After discussion, Dolores Starr made the motion to not use Zoom for the monthly board meetings but to continue using it for the General membership meetings. Kim Hunsaker seconded the motion. All in favor with no opposition.
 10. **Employee Agreements for Rich Goad and Ed Wood:** It was reviewed that in previous Board meetings we had decided to increase the pay of the maintenance staff, and this was incorporated into the FY 2020-2021 budget plan. It was also reviewed that employment agreements would be created and put in the files in the next few weeks. Board members would review and approve the agreements via email.
 11. **New Business:** No new business at this time.
 12. **Next Meeting:** August 27th, 2020 at 7pm.
 13. **Adjourn:** Meeting Adjourned at 8:16pm