

# Thank You For Joining

The Meeting Will Start Shortly



*Meeting Minutes – as the presentation proceeded in Zoom, discussions, comments, decisions, etc are noted in red italics in these minutes.*

# Palmer Lake Beach Club

Fall 2021 General Member Meeting  
2021-10-30, 10:00am ~ 12:00pm, via Zoom

*Meeting started at 10:00am. Present in the Palmer Lake Beach Club (PLBC) offices was Robert Perry, President; Dolores Starr, Treasurer; Jeffery Prestage, 1<sup>st</sup> VP; Kim Hunsaker, 2<sup>nd</sup> VP; Jada French, Board Alternate; Rosa Velder, Opns Mgr/Bookkeeper. Remaining attendees participated via Zoom. Attached to this powerpoint presentation is a listing of member attendees, in addition to the above.*

## October 2021 General Membership Meeting Agenda

1. Welcome
2. Pledge of allegiance
3. Review of Agenda
4. Brief review of process, how to comment on zoom, and how to vote.
5. Motions or new agenda items from members.
6. Financial Update
7. Update on beach renovation activities.
8. Audit Committee Volunteers
9. Budget Committee Volunteers
10. Event Committee Volunteers
11. Santa Photo Session
12. Adjourn

*Robert Perry briefly reviewed the overall agenda.*

# Pledge of Allegiance



*Robert Perry advised the members that the Pledge of Allegiance is voluntary. Then the pledge was performed.*

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*Robert Perry asked the Members if there were any desired additional agenda items or motions. There were none.*

# Introduction/Operations Review

- The HOA – Palmer Lake Beach Club, a Washington corporation.
- Overall establishment & management process
- Part-Time Paid Staff
  - Rosa Velder, Operations Manager/Bookkeeper
  - Richard Goad, Maintenance Supervisor
  - Jay Wood, Maintenance Technician
- Website – [www.palmerlakebeachclub.com](http://www.palmerlakebeachclub.com)
- Meetings – two general membership meetings announced by legal notice, 12 board of director's meetings, held the 4<sup>th</sup> Thursday of each month at the center building on the South end of the lake, at 7:00pm.

*Robert Perry briefly did the introduction and operations review as noted above.*

# New Motions from the Membership

*As previously noted, there were no motions.*

# Current Financial Summary

(Dolores Starr)

Income Statement Summary		
Category	Full FY Plan	Year to Date
Revenue	\$175,900.00	\$38,045.00
Expenses	\$99,965.00	\$40,191.00
<b>Net Profit</b>	<b>\$75,935.00</b>	<b>-\$2,146.00</b>

Balance Sheet Summary	
Category	Amount
<b>Assets</b>	
Cash/CDs	\$359,057.00
A/R	\$110,264.00
Fixed	\$6,778.00
<b>Total</b>	<b>\$476,099.00</b>
<b>Liabilities</b>	\$558.00
<b>Net Income</b>	\$2,146.00
<b>Equity:</b>	<b>\$473,395.00</b>

*Dolores Starr reviewed the financials, Robert Perry provided a commentary of the typical FY revenue ups & downs.*



# Beach Renovation Activities

*(Bob Perry)*

We solicited for multiple contractors, and got one referral.

That contractor has worked with subcontractors to understand the work, and should have a contract to us to approve in the next couple of days.

Hopefully, work will start in the next month or so, with the goal of being finished with phase I before the spring.

Getting contractors and work done is very difficult given the labor and supply chain issues.

***Robert Perry explained the above points. There were no questions.***

# Audit Committee Volunteers

*(Bob Perry)*

Each year, the books of the HOA are reviewed by our outside accountants for the preparation of our tax returns.

In addition, a group of member volunteers also form the Audit Committee, and do a detailed examination of the financial records of the HOA, and then creates a report for the membership which is presented at the Spring General Membership meeting. The Audit Committee cannot include any Board members. Our Bookkeeper/Operations manager assists in pulling any records the committee wants to see.

This typically is done on a Saturday, and takes 2~3 hours. However the Committee is free to spend whatever time it desires in conducting the examination

We need 3~4 volunteers. Please volunteer and help the HOA.

Bob will buy the coffee & donuts! ☺

***Robert Perry reviewed the above with the membership, and asked for volunteers. The volunteers were Carol Opalinski, Melinda Head, Kimberly Adam, Genee Grimmatt. Dolores Starr will coordinate to set up the meeting for them to do their work.***

# Budget Committee Volunteers

*(Bob Perry)*

Each year, a committee of HOA members prepares a recommended budget for review and approval of the membership at the Spring General Membership Meeting.

The Committee is assisted by the Treasurer, and to help move the process along, the Board prepares a draft recommendation for the committee to consider.

We need at least 3~4 volunteers to help in this effort. It typically is done on a Saturday, and takes 2~3 hours.

Please volunteer and help the HOA.

Bob will buy the coffee and donuts! 😊

***Robert Perry explained this topic and asked for volunteers. The volunteers are Kimberly Adam, Carol Opalinski and Nancy Carr.***

# Event Committee Volunteers

*(Kim Hunsaker)*

We are looking for member volunteers to serve on the event committee, to help plan and execute the annual event calendar.

It's fun, a great way to meet your members and improve the community.

Please volunteer and help the HOA.

***Kim Hunsaker explained this topic, and asked for volunteers. The volunteers are Kacey Ingalls, Tanya Perry; Rosa Velder, Kim Hunsaker, Sarah Watkins, Delores Starr, & Melinda Head.***

# Santa Photo Session

*(Jeffery Prestage)*

*Jeffery Prestage covered this topic.*

This December the Palmer Lake Santa will visit Palmer Lake for a photo session for kids, families & pets. No snakes, elephants, water buffalos or alligators....

We will have this at the HOA offices on the South Beach, on Saturday, December 11<sup>th</sup>, 1:00pm~3:00pm.

Feel free to bring a wrapped gift if you desire (not required) and Santa will "give it" to your child. Also a canned food donation that will be given to the Key Pen Community Center pantry.

Photos can be taken with your smartphone and we will have a photographer on site who can email you great photos if you prefer.

