



Palmer Lake Beach Club (PLBC)

Spring 2023 General Member Meeting

Meeting Agenda

2023-03-25

This member meeting agenda is annotated with the notes reflecting the summary minutes of the actual meeting, and such notes are in red font, italicized.

Agenda

- Call to Order
- Pledge of Allegiance
- Crime & Security
- Agenda Review
- Introduction
- Agenda/Motions from the Membership
- Nominations and Elections for Open Board Seats
- Current Financial Report
- FY 2023-2024 Operating Budget Approval
- Discussion of Inflation and Future Dues Increases.
- Audit Committee Report
- Motion to waive a formal annual audit
- Motion to waive a formal reserve study
- Playground construction update
- Spring/Summer Events

The meeting was called to order at 10:00, the Agenda was reviewed, and the optional pledge of allegiance was conducted.

Pledge of Allegiance



Crime & Security

Nathan Betts, Pierce County Sheriff's Office

In order to accommodate Officer Bett's duty schedule, he spoke first, talking about the level of crime which he noted is up year over year "everywhere", he spoke about only 2 deputies manning the area from the Narrows bridge West for Pierce county. He also spoke about how to report crime, including stray dogs, etc. He answered questions from the membership, and then the membership thanked him for his service.

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 Facebook is not the official website, it contains non-members and is not under the control of the HOA. It is not private. Disclosure of sensitive information on Facebook can harm the HOA.
- Meetings – two general membership meetings announced by legal notice, 12 board of director's meetings, held the 4th Thursday of each month at the center building on the South end of the lake, at 7:00pm.

Dolores Starr summarized our operations, and Robert Perry commented with regard to the Board's concerns over private HOA business being disclosed on facebook.

Agenda/Motions From The Membership

There were no new agenda items or motions from membership.

Board Member Terms & Vacancies

Name	Term	Role
Non-Expiring Term Board Members		
Perry, Robert	2022-2024	President
Prestage, Jeffrey	2022-2024	1st Vice-President
Sarah Watkins	2022-2024	Treasurer
Dolores Starr	2022-2024	Secretary
Expiring Board Term Members		
Hunsaker, Kim	2021-2023	2nd Vice-President
Jada French	2022-2023	Alternate
Tanya Stevens	2022-2023	Alternate
Kathy Wright	Until 2023	Alternate

- Duties are detailed in the controlling documents.
- Becoming an alternate is a great way to prepare for a formal board position.
- Your active participation in the management of the HOA is great for everyone.
- The existing board is people from a wide variety of life experiences and viewpoints.

Robert Perry reviewed the terms and vacancies.

Board Nominations & Voting

You may be nominated or “self-nominate” during the meeting. If there are more nominees than positions, then voting will take place after the close of nominations, and each nominee may make a brief introduction/statement. The members present (or via absentee ballot) vote for the candidates, most votes win.

There is one board seat open for election. Nominees are:

Name	Vote Tally
Kim Hunsaker	14
Devyn Vining	8
Peg Wylie	4

There are 3 alternate seats open for election. Nominees are:

Name	Vote Tally
Tanya Stevens	13 Then 11
Kathy Wright	13 Then 19
Kim Adam	13 Then 11
Nancy Carr	13 Then 14
Peg Wylie	4 Then 2
Devyn Vining	12 Then 13

Devyn Vining and Peg Wylie self-nominated for the Board. The voting for the board vacancy was simple. Each member could vote for only one candidate. Members with more than one lot could “split” their vote, and vote 1 lot for one candidate, and another vote for the same or other candidate. After all the votes were counted, Kim Hunsaker retained her seat.

The nominees for Alternates also self nominated, then the voting took place. The voting for board alternates was more complicated. Each member voted for their desired candidate, and since three seats were open, they voted for three candidates. The top three candidates win the seat. After the first round of voting, there was a tie between four candidates, then as called for in the Bylaws, a revote was conducted, and this time there were three top candidates, and the three seats went to Kathy Wright, Nancy Carr and Devyn Vining. If a member had more than one lot, they voted more than one vote for three candidates. They could also split the apportionment of votes.

Tanya Stevens had two absentee votes which were included in the tally above.

Current Financial Report (Summary)

Sarah Watkins, Treasurer

Income:	(July 1 to Mar 23)			Balance Sheet:		
	Dues	\$28,822		Assets:		
	Late Fees	\$6,432			Checking	\$101,851
	Fines	\$12,270			A/R	\$100,670
	Misc.	\$15,653			CD's	\$53,920
	TOTAL:	\$63,177			Fixed	\$5,742
					Total:	\$262,183
Expense:	Admin	\$29,126				
	Utilities	\$8,493		Liabilities:	Payroll	\$595
	Payroll	\$28,907				
	Taxes	\$1,887				
	Misc	\$15		Equity:		\$261,588
	TOTAL:	\$68,428				
Net Income:		-\$5,251				

Expense does not include CapEx which is an asset class transfer.

Sarah Watkins reviewed the report, and there were no questions.

Budget Ratification

See Handout

The budget documents that were sent in the meeting notice were summarized and provided for the meeting. There were a couple of formula discrepancies in the meeting handout which were addressed. After discussion, the membership approved the Budget for the 2023~2024 fiscal year, with more than 75% of the members present voting in favor.

Then there was a discussion to get membership feedback how to operate within the budget – specifically if we are over in one area, but under in another, and we operate within the overall budget, is that acceptable. A majority of the members present agreed with that basic principle. Specifically we agreed to find surplus in some budget areas to fund security to the end of the Fiscal Year, since we are “burning” a bit faster than budgeted.

Audit Committee Report

PALMER LAKE BEACH CLUB

PO Box 291, Lakebay, WA 98349

Email: contact@palmerlakebeachclub.com

www.palmerlakebeachclub.com

January 21, 2023

On January 21, 2023, the Audit Committee reviewed the books and records of Palmer Lake Beach Club. The examination included random reviews payments made and back-up documentation, as well as other reviews. In the opinion of the Audit Committee, the books and records accurately reflect the transactions of the Palmer Lake Beach Club, and no discrepancies or improper transactions were noted.

Signatures



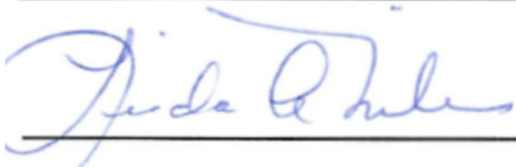
Nancy B Carr



Clifford Arif



Moriah Carter



Linda A Niles

Motion - Waiver of Outside Audit

Background: RCW 64.38.045 (3) At least annually, the association shall prepare, or cause to be prepared, a financial statement of the association. The financial statements of associations with annual assessments of fifty thousand dollars or more shall be audited at least annually by an independent certified public accountant, but the audit may be waived if sixty-seven percent of the votes cast by owners, in person or by proxy, at a meeting of the association at which a quorum is present, vote each year to waive the audit.

***Motion:** The Board of Directors, considering the cost of an independent audit relative to the operating budget of the association, that the membership performs an independent audit of the books and records of the association, and that an independent account reviews the books and prepares the tax returns, and that payroll is prepared by an outside bookkeeping firm, seeks to waive the RCW requirement of audit as provided for in the RCW.*

The membership approved this motion by a clear majority.

Motion – Waiver of Reserve Study

RCW 64.38.090 recommends a reserve study by a reserve study professional for all associations. Palmer lake is exempted from the requirement because the cost of a study is estimated at \$10,000 or more, which is more than 5% of the operating budget. The Board also has the authority to waive the requirement.

This has always been waived.

But, historically the Board has asked the membership to provide it's input on this decision as well.

Does any member believe we should plan for and conduct a reserve study?

After discussion of this item, by a hand vote a clear majority of members agreed to waive the reserve study.

Playground Construction Update



Open Items:

More Chips (need 12" for safety)
Fence along road.

Loose Dogs Compliance

In the fall 2022 General Member Meeting the membership was very clear that they would like some HOA action regarding loose dogs as a compliance issue.

After detailed review of the Covenants and Bylaws, the Board reached consensus that there was support and intent for such compliance controls.

Based on that consensus, the compliance policy was specifically updated to include fines for loose dogs, and one member has already received a non-compliance notification, and may potentially be fined.

Community Events

Sarah Watkins, Treasurer

Children's Easter Egg Hunt April 8th, Noon, Ball Field.

- Need volunteers to help hide eggs and overall event help.
- Children must accompanied by an adult, and bring their basket.
- Hot Chocolate, Prizes and Coffee will be provided.

4th of July Celebration July 1st (Sat), South Beach, Noon.

- Hot Dogs, Hamburgers, Chips, Cupcakes, Water, Prizes & Games.
- Canoe and kayak races with prizes.

National Night Out August 1st (Tues), South Beach, 6:00pm.

- Hot Dogs, Hamburgers, Chips, Cupcakes, Water, Prizes & Games.
- Meet our local first responders and community support organizations.

Halloween – Trunk or Treat Same night when kids trick or treat, South Beach

- Hot Chocolate, Coffee, kids candy, games.

Photos with Santa Date TBA, kids photos with Santa

Christmas Lighting Contest Details TBA

Closing....

- Final Comments
- Please come a Board meeting (4th Thursday of each month, 7:00pm, center building south beach).
- Please visit the web site for important updates.