

Palmer Lake Beach Club (PLBC), Inc.
March 28, 2024, Meeting Minutes
Held in South Beach Offices

1. Call to Order, 7:00pm
2. Roll Call –Attendees:
Kim Hunsaker, President; Kathy Wright, 1st Vice President; Kim Adam, 2nd Vice President; Dee Starr, Treasurer; Nancy Carr, Secretary; Rosa Velder, Operations Manager; Jay Wood, Maintenance; Rich Goad, Member; Bob Perry, Consultant
3. President Comments
 - a. Agenda Review – Updates added to the agenda.
 - b. The February 28th minutes were not mailed out, so they will be sent now and approval by email.
4. Secretary/Operations Manager
 - a. Discussion on general correspondence and communications.
 - i. Lake Treatment- Rosa gave an update about her helpful communication with the Dept. of Ecology about permitting and getting suggestions for algae control.
 - ii. Bob to look at costing out piping to other side of lake and using HOA well water.
 - iii. 19320 Fence – there are new Board members and the process for approving member requests was provided. This request will be emailed to the Board and the resolution will be provided by email.
 - iv. Vandalism Report – this should have been reported to the Sheriff's Dept. and Rosa relayed that information to the member via email.
5. Treasurer and Bookkeeper/Operations Manager
 - a. Monthly financial report review provided by Dolores Starr and Rosa Velder. Kim Adam made a motion that the financial report be accepted into the record, and Kathy Wright seconded the motion. There was no further discussion and the motion passed unanimously.
6. New Business
 - a. Loose dog/non-compliance-Kim to call Animal Control
Some time was spent explaining the HOA non-compliance process and the steps that need to be followed.
 - Report incident to Animal Control
 - Send a registered letter of potential non-compliance to the property owner. Bob will send Kim H the format for this letter.

The Board unanimously approved the above two steps. Kim H to notify Animal Control (again) and send the letter to the property owner.
 - b. Bob turned in two sets of keys and one set was given to Kim Adam and the second set will remain in the office.
 - c. Jay Wood will be going in for neck surgery and backup is needed during his surgery and recovery. Rich Gouad will help as he is able. Jeffery Prestage has not been available and when the surgery date is available, Rosa will send Jeffery a letter to see if he can help or wants to change his current position with the HOA.

- d. Rosa has been working on getting HOA credit cards to avoid unnecessary individual reimbursement from the Board using their personal credit card. She researched Ramp and it was agreed getting two credit cards through them would be an advantage for the HOA. Dee Starr made the motion to have Rosa set up the Ramp Account and start with two credit cards, one for Rosa and one for Jay to cover HOA expenses. This motion was seconded by Kim Adam and unanimously approved.
 - e. Kathy Wright submitted a request to put a 10 X 12 shed on their property. She submitted the proper request form with property design and Dee Starr made a motion to accept this request and Nancy seconded. Motion was approved.
 - f. The Spring Member meeting is March 30 at 10:00 AM at McColley Hall. The presentation is not ready, so members of the Board will meet Friday, March 29th to update the presentation deck and submit to all Board members via email before the meeting.
7. Pretty Committee and Events
- a. It was recommended that the pre-planning and organization phase of any event be well ahead of the actual event to avoid confusion when waiting to the last minute. It was also recommended to set tentative expense amounts for each event but stay within the budgeted total. This will help ensure each event as a budget. The following events will be listed at the March 30th meeting, asking for volunteers to work on each event, with one person to be in charge. If we are not able to get volunteers for an event, it might not be feasible to have that event.
 - b. Open events for the 2024-2025 budget period are:
 - i. 4th of July picnic
 - ii. National Night Out
 - iii. Halloween
 - iv. Christmas Activities
 - c. Status of Easter Egg hunt was all positive. It was enjoyed by all that attended, and all candy and treats were given out. There is no inventory for future events.
8. April Board Meeting: April 11th and 25th, each starting at 7:00pm
9. Executive Session: Not required.
10. Meeting adjourned at 8:30pm

Respectfully Submitted,

Nancy Carr
Secretary