

# PALMER LAKE BEACH CLUB

## August 23rd, 2018 Board Meeting Minutes

I. **Call to Order:** President, Robert “Bob” Perry called the meeting to order at 7:08 PM

II. **Roll Call:** Present: President, Robert Perry, 1st Vice President, Jeffery Prestage, Alternate representing 2nd Vice President, Delores Starr, Treasurer, Sharon Keefer, Secretary Anthony Higginson. Maintenance Rich Goad

Members present: Tanya Perry, Barbara Haley, Les Friedman, Glenyce Jackson, Miriam Goad

III. **President’s Comments:**

Review of Bylaws and CC&R’s: Bob presented the encroachment of the green belt on 21<sup>st</sup> street as an example of issues arising from the new building and an opportunity to improve our Bylaws and Covenants. Bob will also be working to convert the large number of documents generated over the years by the HOA into a digital format.

Architectural Committee: Bob proposed the Architectural Committee be composed of the Board members and establish structured guidelines to fulfill the mission laid out in the Bylaws. A suggestion was made by Tanya Perry requesting residents be invited to join the committee. **Bob Perry made a motion:** The Architectural Committee consist of the HOA Board. The Committee to meet separately to discuss specific items. Notify membership for October meeting asking for input for the Committee. Seconded by Jeffery Prestage, and is passed.

Board Membership: Bob requested the Board members seek out residents to fill vacant board and alternate positions. Previous Board member Sue Hickel was suggested.

IV. **Secretary:** Approval of Minutes: July Minutes read by Anthony Higginson. **Sharon Keefer made a motion** to accept the July minutes. Seconded by Jeffery Prestage, and it passed.

Anthony communicated with Lindsay Tuttle from Pierce County and arrange to receive an algae test kit for the lake. The Volunteer Algae watch program for Pierce County was not funded for 2018 so she instructed the HOA to take a sample and send it in if the lake starts to look bad. Anthony will follow up to see what can be done about processing monthly samples.

V. **Treasurer’s Report:** Sharon Keefer presented the Treasurer’s Report as of August 2018 there is \$161,123.33 in checking and savings, and \$51,663.33 in CD’s for a total of \$212,786.66. Bob Perry motioned to accept the Treasurer report as read. Seconded by Anthony Higginson, and it passed.

National Night Out final expense reported at 134.42. **Bob Perry made a motion:** Retroactively approve the additional expense for National Night Out. Seconded by Jeffery Prestage, and it passed.

The new roll up shed door was purchased and installed for \$810.96.

**Bob Perry made a motion:** Effective January 1<sup>st</sup>, 2019 begin following CC&R and Bylaws regarding interest and fees. Pass due membership to receive a notification, approved by the Board, via certified mail for the October General meeting. Seconded by Anthony Higginson, and it passed.

Year end tax preparations are with the CPA

Insurance will renew as is. Premium is \$7,440. Agent will be invited to next meeting to meet with the new Board.

Attorney invoice was reviewed and approved by the Board.

- VI. Unfinished Business:** Drainage: Bob Perry, Jeffery Prestage and the Walthers agreed to work with Lynnik engineering and additional companies for the no cost estimate on the drainage plan. Bob suggested running additional conduit for later upgrades for Security cameras and electricity.
- VII. New Business:** Internet and Phone Provider: **Anthony Higginson made a motion:** Change our current provider from CenturyLink to Wave. Seconded by Bob Perry, and it passed. Bob will contact wave and arrange for the changeover.

Improved Property Map: Bob Perry suggested making an improved map with parcel numbers and addresses listed. As well as street light locations and which lights the HOA pays for. Delores Starr, Tanya Perry and Anthony Higginson will help. Tanya will be working exclusively on the street lights.

October General Membership Meeting: The October meeting will be on the 27<sup>th</sup> at the Home fire house at 10 AM. Bob Perry will draft an agenda and send it to the Board for feedback. The required Board meeting to follow the General Meeting will take place November the 9<sup>th</sup>.

- VIII. From The Floor:** Tanya Perry inquired what the minimum balance for the HOA accounts. The required minimum is \$75,300 or the amount needed to operate for one year. Contingencies presently require an additional \$50,000 remain available to purchase the property at the entrance to Palmer Lake, plus the cost for the proposed drainage project. Tanya expressed her desire to see funds spent on community improvement projects.
- IX. Next Board Meeting:** September 27<sup>th</sup>, 2018 at 7:00 p.m. at the South beach.

**Adjournment:** 9:28 PM