

## Palmer Lake Beach Club Inc.

### Board Meeting Minutes

2018-11-08, 7:00pm,

Sunnyside Offices

1. **Call to Order:** Meeting was called to order at 7:00pm.
2. **Roll Call:** Board members present was Robert Perry (President), Jeffrey Prestage (1<sup>st</sup> VP), Kim Hunsaker (2<sup>nd</sup> VP) and Dee Starr (Board Alternate, in the absence of Sharon Keefer), sufficient to establish a quorum. Also present was Rich Goad (Maintenance).
3. **President's Comments:**
  - a. Meeting agenda was reviewed, there were no changes.
  - b. In the absence of the Secretary, the minutes of the October General Member Meeting were reviewed and approved, with the President making the motion, and Kim Hunsaker seconding, and all were in favor.
  - c. In the absence of the Treasurer, the October 2018 financials were reviewed and approved, with the President making the motion, and Kim Hunsaker seconding, and all were in favor.
4. **New Business/Agenda Items:**
  - a. New Legal Counsel: It was discussed and agreed that the HOA would seek new legal counsel. Robert Perry would create a list of candidates, the Board would approve the candidates via email, and then the top candidate would be interviewed by the Board, and approved via Board email. Robert Perry motioned, Jeffery Prestage seconded, and all were in favor.
  - b. Lake Drainage Agreement and Quotation – next steps: The status of the engineering plan for the lake drainage project was reviewed, since the General Membership approved the funds, the next steps were to finalize (after legal review with new counsel) the agreement for easement and cost sharing with the Walthers – the PLBC adjacent parcel owner. Once the agreement with the Walthers was completed and executed, the engineering plan contract with Contour Engineering would be executed.
  - c. Correction of Past Due Accounts: The past due accounts audit, correction and communications plan was reviewed, and because the audits had not been completed, a motion was made to by Robert Perry that the audits/corrections be completed by the end of December and communicated to the past due account holders by end of December, with a payment date of NLT January 31, 2019 to avoid the higher revised billing amounts, and that the previously distributed calculation/correction process would be followed. The motion was seconded by Kim Hunsaker, and all were in favor.
  - d. The Audit and Budget committee processes were discussed, and next steps to ensure these processes takes place.
  - e. Paid Police Patrols: The Board discussed the paid police patrols and agreed to continue them for December and January. Motion was made by Robert Perry, seconded by Kim Hunsaker and all were in favor.
  - f. RCW 64.38.065 Reserve Study: The Board discussed the RCW implications of a formal reserve study, and the exceptions for hardship. After lengthy discussions, Robert Perry made the motion that under RCW 64.38.065 with an effective date of January 1, 2012 (2011 C 189 § 15), Palmer Lake Beach Club Inc shall not create a reserve study due to unreasonable hardship, noting that we are an all- volunteer organization with limited staff, and the cost and manpower of employing and supervising a reserve study

professional is a hardship. As part of the annual budget cycle as called for under the Bylaws, a forecast of future maintenance expense shall be created, as well as a cash flow analysis taking into account the current cash balance, projected dues and other receivables. Additionally, the treasurer will contact a reserve study professional to obtain a cost quotation for the fiscal period starting July 1, 2019. Motion was seconded by Dee Starr, and approved by a majority, with Jeffrey Prestage dissenting.

- g. Construction at 19210 24<sup>th</sup> St SW: Robert Perry explained the plans of the lot owner to construct a new double-wide mobile home under Building Permit 896380. It is being placed on a split face block skirting system. Robert Perry made the motion that this construction be approved, it was seconded by Jeffrey Prestage and all were in favor.
5. **Adjournment:** The meeting was adjourned at 8:15pm.