

Palmer Lake Beach Club Inc.

Board Meeting Minutes

2019-07-03, 7:10pm,

Sunnyside Offices

Section 1 – Open to HOA Members

1. **Call to order.** Robert Perry called the meeting to order at 7:10pm. Because the term of the officers of the corporation expired on 6-30-19, Robert Perry made a motion that the board empower him to preside over the meeting until the Board appointed its officers for the fiscal year. Kim Hunsaker seconded the motion. The 2019-2020 board members unanimously approved the motion.
2. **Roll Call & Welcome Visitors.** Board Members Present: Robert Perry, Jeffery Prestage, Kim Hunsaker, Anthony Higginson, Anne Walther, Betty Corey. Absent Brian Bouvia. Employees/Guests Present: Scott Walther (spouse of member Anne Walther), Wayne Cecchino - Member, Ed Wood – Member/Maint Employee, Rich Goad – Member/Maint Employee, Les Friedman – Member, Barbara Haley - Member, Glenyce Jackson – Past Board Member/President/Member.
3. **Agenda review and Changes.** Items 7 J&K were added at member requests.
4. **Review of Board Books.** Robert Perry explained the new Board member binders that were created, which included the Board member listing, covenants and Bylaws. Bob also reviewed the legal authority of Board members provided for in the covenants and Bylaws, and the fiduciary responsibility of Board members.
5. **Secretary.** Anthony Higginson, previous secretary (FY 2018-2019) was asked for comments, he had none. Robert Perry talked about several routine member communications that were discussed via email.
6. **Treasurer.** Dolores Starr, previous treasurer (FY 2018-2019) was not present at the moment – she joined the meeting at 8:00pm. Robert Perry reviewed the following financial reports:
 - a. Current bank balances from Sound Credit Union.
 - b. Sound Credit Union electronic payments for May and June 2019.
 - c. P&L Report for FY 2018-2019.
 - d. Accounts receivable aging as of 7-3-19. Specific discussions took place regarding the level of significant past due member balances.Anthony Higginson made a motion to accept the financial report, Anne Walther seconded the motion, and the Board members voted unanimously to accept the report.
7. **Agenda Items:**
 - a. Lake Drainage Project: Robert Perry reviewed the lake drainage project status, specifically commenting about the increased cost estimates due to larger than expected pipe sizes. This increased the budget requirement from \$40,000 to \$50,000, which will require membership approval at the next general membership meeting, since the existing approval is for a maximum of \$40,000. There was some discussion of having the October 2019 general membership meeting earlier, however a later review of the Bylaws showed that the fall meeting must occur in October. During the discussion of this topic, Scott Walther, owner of the adjacent property where a drainage easement would need to be created for the drainage line expressed reservations regarding the increased pipe sizes. After some discussion, Jeffery Prestage made a motion that Robert Perry work with Scott Walther, Contour Engineering and the County to see if the pipe size could be reduced, therefore reducing the cost. Kim Hunsaker seconded the motion, and the Board members voted unanimously to accept the report.

- b. **Legal review of Covenants & Bylaws:** Robert Perry explained that HOA counsel was reviewing the Covenants & Bylaws to ensure enforcement of dues and collection actions were “perfected” as we move forward with collection actions. Robert noted he would update the Board of the results.
- c. **Community “dump day” coordination update:** Jeffery Prestage agreed that for the next Board Meeting he would have a recommended date/cost for a community “dump day”, and if the previous vendor was not available, he would coordinate and get the cost for a roll-off container from our existing trash hauler.
- d. **Account audits and collections efforts:** Robert Perry explained the status of the account audits, the typical increase of the amount due the HOA (roughly double the existing amounts) after auditing, and the next steps in the collections efforts – letter of demand by the HOA attorney, and then filing of foreclosure action.
- e. **Report on “pot-luck” barbeque event:** Jeffery Prestage updated the attendees regarding the recent event. It appears after posting the event on our HOA webpage, and also commenting in the unofficial facebook pages that the turn-out was about 22 attendees, who had a great time. After some discussion we agreed that planning for future events would include a survey or other method to determine member interest prior to finalizing event plans.
- f. **Lake treatment discussion:** Robert Perry explained the recent lake treatment that took place to control algae and vegetation. Robert further commented on the WA ecology departments comments that diploid Grass Carp are not a good solution, and that chemical treatment was considered the best option. There was discussion regarding the stocking of fish, and that trout could not be added because of higher summer lake temperatures.
- g. **Committee meetings:**
 - i. Capital Mgt Committee: Dolores Starr agreed to chair this committee, whose current members include Linda Niles and Ted Lilyblade. Robert Perry asked to be kept apprised of the planned meeting date, and he wanted to attend.
 - ii. Community Enhancement Committee: Anne Walther agreed to chair this committee, whose current members include Carol Opalinski and Dolores Starr.
 - iii. Both chairpersons agreed to set meeting dates quickly to get these committees moving forward. Robert Perry noted that there are a couple of members who also want to serve on the committee, and he would provide the names to Anne Walther.
- h. **Recognition of previous board member’s service:** Jeffery Prestage agreed to lead this project, to create a listing and recommendation for recognition, for the next board meeting.
- i. **Discussion of Bylaw changes for fall general member meeting:** Robert Perry asked the Board and membership if they wanted to consider potential Bylaw changes to more clearly empower the board to levy fines and other fees for non-compliance with Covenants and Bylaws. In general, attendees thought this would be a good idea, and Robert agreed to draft some documents for further discussion.
- j. **Bathroom locks:** Robert Perry updated the attendees regarding the status of email authorizations, and that we have a large number that have to be entered into a database, and given our limited manpower, we are delayed in getting this out to members. We expect to catch up in the next couple of weeks.
- k. **Ring Security Products:** Barbara Haley commented that there is an issue where there are thieves who have stolen their Ring security system, and then activated it under a different account, and that Ring does not cooperate in providing law enforcement with this activation information without a search warrant or subpoena. Barbara asked that we comment on facebook and our web site regarding the lack of cooperation by Ring. Robert Perry noted

that we do not use facebook for any official communications, it is independent of the HOA. Robert Perry further noted that posting derogatory information about Ring on the HOA website may expose the HOA to legal action by Ring.

- I. **Board Member Resignation:** Anthony Higginson tendered his immediate resignation from the Board due to time conflicts.

Section 2 – Private Session – Election of officers for fiscal 2019-2020.

The Board then moved to private session, as follows:

8. The current roster of Board members was reviewed, and Anthony Higginson was removed from the roster. Based on his resignation, Dolores Starr agreed to be appointed by the Board to take a Board seat, moving from a Board Alternate position. Robert Perry made the motion for Dolores Starr to be appointed, Jeffery Prestage seconded the motion, and the Board members voted unanimously to approve.
9. Nominations were made regarding the officer positions. Board members self-nominated and could nominate others for positions. The nominees were President – Robert Perry, 1st VP – Jeffery Prestage, 2nd VP – Kim Hunsaker, Treasurer – Dolores Starr, Secretary – Anne Walther.
10. For each nominee, the Board voted. For each vote, the result was unanimous approval of each nominee for each position.
11. The meeting was adjourned at 10:15pm.