



# Palmer Lake Beach Club (PLBC)

Spring 2025 General Member Meeting

Meeting Agenda

2025-03-22

**Minutes Version**

This agenda has been updated to become the official minutes of the meeting. Minutes notes are reflected herein in red text to complement the official agenda.

Kim Adam

# Agenda

- Call to Order
- Pledge of Allegiance
- Agenda Review
- Introduction
- Agenda/Motions from the Membership
- Nominations and Elections for Open Board Seats
- Current Financial Report
- Report of the Audit Committee
- Recommendation of the Budget Committee
- FY 2025-2026 Operating Budget Approval
- Capital Investment/Expenditure Approval
- Motion to waive a formal annual audit
- Motion to waive a formal reserve study
- Lake Water Quality/Treatment Update
- Spring/Summer Events

*The meeting was called to order at 10:06 am. The Board members present were introduced and the agenda was reviewed. The optional pledge of allegiance was conducted.*

# Pledge of Allegiance



Kim Adam

# Introduction/Operations Review

- The HOA – Palmer Lake Beach Club, a Washington corporation.
- Overall establishment & management process
- Part-Time Paid Staff
  - Bob Perry, Operations/Accounting
  - Tristan & William Watkins, Maintenance
  - Sarah Watkins, Maintenance Coordinator
- Website – [www.palmerlakebeachclub.com](http://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 4<sup>th</sup> Thursday of each month at the center building on the South end of the lake, at 7:00pm.

# Agenda Items From The Membership

*No additional agenda items were added from the members.*

# Board Member Terms & Vacancies

PLBC Current Board of Directors		
NAME	TERM	ROLE
<b>Non-Expiring Director</b>		
Kimberly Adam	2024-2026	President
Kathy Wright	2024-2026	1st VP
Nancy Carr	2024-2026	Secretary
Dolores Starr	2024-2026	Treasurer
<b>Expiring Director</b>		
Ashley Perry	2024-2025	2nd VP
<b>Expiring Alternates</b>		
Tammy Harris	2024-2025	Alternate
David Sylvia	2024-2025	Alternate
Jada French	2024-2025	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.
- It's important Board Members and Alternates attend the meetings to remain informed and ready to serve. Unexcused absences can lead to board removal.

Kim read the terms and vacancies on the current Board and advised the importance of alternates attending monthly meeting to stay in touch with Board operations.

Kim Adam

# 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
Ashley Perry	
No further Nominations	Ashley retains position

Ashley Perry is the Board Member

Alternates are:

Tammy Harris  
Kacey Abernethy  
Denise Mattos

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

Name	First Vote Tally	Tie Breaker Tally
Tammy Harris	18	
Kacey Abernathy	16	
David Sylvia	10	7
Denise Mattos	10	11
Rosa Velder	7	

Runners Up are:

Rosa Velder  
David Sylvia

Runners Up will be called as needed if Board vacancies arise

Kim Adam

# Dolores Starr, Treasurer

## Financial Summary July 1, 2024 to March 20, 2025

Income Statement		
<b>Income:</b>	Member Dues	\$38,008.65
	Late Fee	\$7,379.40
	Legal Fees	\$2,509.80
	Transfer Fees	\$5,100.00
	Interest - Late Dues	\$6,458.27
	Liens	\$2,113.50
	QB Credit Card Fee	\$258.92
	Non-Compliance Fines	\$15,795.00
	Returned Check Charges	\$42.50
	<b>Total Fiscal Year To Date:</b>	<b>\$77,666.04</b>

<b>Expense:</b>	600 General Admin	\$19,178.89
	700 Utilities	\$5,587.36
	800 Employee/Contractor Wages	\$24,141.00
	900 Taxes	\$1,217.03
	<b>Total Fiscal Year To Date:</b>	<b>\$50,124.28</b>

<b>Net Income Fiscal Year to Date:</b>	<b>\$27,541.76</b>
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Balance Sheet		
<b>Assets:</b>	Checking/Savings	\$187,760.19
	CDs	\$57,029.39
	Accounts Receivable	\$84,520.12
	Fixed Assets	\$122,508.03
	<b>Total Assets</b>	<b>\$451,817.73</b>

<b>Liabilities:</b>	Payroll Taxes	\$369.90
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<b>Equity:</b>	Total Equity	\$451,447.83
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<b>Total Liabilities &amp; Equity</b>	<b>\$451,817.73</b>
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The financial statement was presented by the Treasurer.



# Audit Committee Report

On January 18<sup>th</sup>, 2025, 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.

Linda Niles

Linda Niles

Bernadette M Belcher

Bernadette M Belcher

Clifford Arif Clifford Arif

Genie Grimmert

Genie Grimmert

Sincere thanks to Linda Niles, Bernadette Belcher, Clifford Arif and Genie Grimmert.

The Treasurer introduced and thanked the Audit Committee members present.

Dee Starr

Budget Approval – the 2025 PLBC Operating Budget reflects the recommendation of the member budget committee – thanks to Linda Niles, Bernadette Belcher, Clifford Arif and Genee Grimmett

## Please See The Handout

The budget was previously sent with this meeting's invitation. It was also provided as members signed in. After a brief discussion, over 75% of members present approved the budget.

Dee Starr

## **Capital Spending (\$20,042.13):**

**Tree Removal** – We have a large number of diseased trees, as well as several hazardous trees in the HOA common areas to be removed. Cost is \$8,500 to cut down, leave firewood size pieces for members to collect, and clean up all the branches and mess.

**Bathroom Security Cameras (external):** We would like to add three cameras (2 North Beach, 1 South Beach) to closely cover the bathrooms. This includes the necessary networking equipment. Cost is \$2,437.73.

**Bathroom Wi-Fi Door Locks:** We would like to change the locks so that each member will have a specific code, and it will be easy to track what code was used when vandalism occurs. Members who receive codes will be required to execute a financial responsibility acknowledgement. Cost is approximately \$1,500.00 and the security camera project is required to provide the WiFi for the door locks.

**Playground Additional Light and Security Camera Pod:** We would like to add a security camera, power and light post pod on the east side of the playground to provide better coverage of the playground to stop the vandalism. Cost is \$6,104.40.

**Swimming Beach Play Sand:** \$1,500 to put in new sand for play area.

**This project was explained, discussed and questions addressed. The members were asked for approval and it was unanimously approved.**

# 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, seeks to waive the RCW requirement of audit as provided for in the RCW.*

There was discussion about having an outside audit or not. A motion to waive the outside audit was approved by the majority of members present.

# 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?*

*A majority of members present voted to not plan for or conduct a reserve study.*

# Community Events

**Children's Easter Egg Hunt** April 12<sup>th</sup>, Noon, Ball Field.

- Need volunteers to help hide eggs and overall event help.
- Children must be accompanied by an adult and bring a basket.
- Children's prizes will be provided.

**Independence Day Picnic** June 28<sup>th</sup>, South Beach, Noon.

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

**National Night Out** August 5<sup>th</sup>, 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** October 31<sup>st</sup>, South Beach.

- Hot Chocolate, Coffee, kid's candy, games.

**Photos with Santa** December 6<sup>th</sup>, South Beach Offices

Kathy explained the individual events and passed a sign-up sheet for volunteers for the Easter Egg Hunt. Thanks for those that signed-up.

Kathy Wright

# Lake Water Quality Update

*Historically, Palmer Lake was treated each spring to reduce vegetation growth (Pond Weed) which helps reduce the nutrient load that contributes to algae.*

*Unfortunately, our treatment company discontinued business, and other companies want dramatically more (increasing our cost from \$4,000 to \$12,000 per year).*

*After investigation, we have discovered that if one of our members takes a class and test, we can self-treat under this member's certification, and our cost will drop to less than \$1,000 per year. Tammy Harris is taking the classes and testing now, and we hope to resume lake treatment in April of this year.*

Tammy advised she will be taking the Certification test next week to be able to handle the treatment of the lake this year alleviating the need to call in a treatment company. There was discussion on types of fish to stock the lake with and the general health of the lake the way it (for swimming, etc.) and the next steps the committee is looking to help with the pond weed and improved aeration of the lake. Tammy advised the steps for members to take that want to be part of this committee. She will use the HOA website (Lake Health section) to keep members updated with steps being taken to improve our lake health.

Tammy Harris

# Closing....

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

The meeting was adjourned at 11:35 am

Kim Adam