

Glenhaven Lakes Club, Inc.
664 Rainbow Drive
Sedro Woolley, WA 98284

Board of Directors Meeting
Monday March 13, 2023 6:30 pm

Present: (President) Andre Brionez, (Vice President) Steve Eakins, (Secretary) Andi Zamora, (Director) Bev Crouter, (Director) Gayle McMurtey, (Director) Scott Drafs, (Director) Steve Reynolds, (Operations Manager) Bekki Dodd, (Office Assistant) J.D.

Excused Absence: Erica Fifer (Treasurer)

- I. Call to order by President at 6:35 pm. Quorum present; confirmed by Secretary
 - A. Open Forum: none
 - B. Changes/Additions to the Order of the Agenda: none
 - C. Accept the Order of the Agenda
 1. Motion to accept order of agenda made by Bev, second by Scott, approved unanimously.
- II. Approval of Minutes
 - A. Motion made to strike "over email" from section II.A. by Bev, second by Steve R., approved unanimously.
 - B. February 13th, 2023 Minutes
 1. Motion to approve February minutes made by Bev, second by Steve E., approved unanimously.
- III. Financial Reports:
 - A. Treasurer's Report: none
 1. Balance Sheet: reviewed
 2. General Operations: reviewed
 3. Water Operations: reviewed
- IV. Other Reports
 - A. Chair Report: Annual meeting went well; hybrid model worked well.
 - B. A&Z Report: reviewed
 - C. Compliance/Enforcement: none
 1. Discussed junk car complaints (fall under nuisance / unkempt lot complaints); will explore options for policies and enforcement
 - D. Operations Report: reviewed
 - E. Water Report: reviewed
- V. Correspondence: none
- VI. Unfinished Business:
 - A. Kubota; tabled until May/June 2024 (to make a decision on purchasing when the lease ends)
- VII. New Business
 - A. Election of board officers
 1. Andre nominated as President by Scott, second by Steve E., approved unanimously.

2. Steve E. nominated as Vice President by Andi, second by Andre, approved unanimously.
 3. Erica nominated as Secretary by Bev, second by Andre, approved unanimously.
 4. Scott nominated as Treasurer by Bev, second by Steve R., approved unanimously.
- B. Adopt board calendar for 2023/2024
1. Motion made to add board work session in May to discuss Reserve study and prioritize capital projects by Andre, second by Andi, approved unanimously.
 2. Motion made to approve board calendar as amended by Steve E., second by Bev; approved unanimously.
- C. In person/hybrid board meetings; tabled to be discussed at the May Board Work Session with goal of doing May or June meeting in hybrid mode
- D. Recreational grounds and facilities policy (renters)
1. Motion to approve new language (below) regarding tenant occupied properties to be added to policy #16-05-01 made by Bev, second by Steve E. Scott recused himself from the vote; all others approved. Motion passed.
 - a) All property owners with tenant occupied properties must submit their lease agreement to the GLC office or through their online portal. Lease agreements must list all persons occupying the property (including children), and the lease start and end dates. Failure to do so could result in a "Non-Compliance" fine as per the GLC fine schedule.

VIII. Action Items:

- A. Steve R. will help office staff adjust budget form outputs
- B. Manager will post about A&Z position on Glenhaven Hub; Board members will reach out to encourage community members to apply for A&Z
- C. Manager will distribute attorney correspondence regarding "junk cars" to board members
- D. Add agenda item for April to set date for May Board Work Session
- E. Add Kubota least to agenda for May/June 2024

IX. Open Forum: none

X. Executive Session: none

XI. Adjourned -- Motion made by Andi to adjourn, second by Scott, approved unanimously.

Adjourned at 8:24 pm