

Glenhaven Lakes Club, Inc.

664 Rainbow Drive

Sedro Woolley, WA 98284

Board of Directors Meeting

Dec 10th, 2018

PRESENT: Beverly Crouter (President), Steve Reynolds (Treasurer), Steve McCreight, Courtney Long, John Hirsch (Asst Secretary), Bekki Dodd (Office Manager), Lori Hansen (excused), Laura Lunsford(excused)

I: Call to Order – 7:01pm

A. Open Forum:

Member asked about replacing a retaining wall on his property. He will talk with the A&Z Committee. He also had information about a Neighborhood Watch program and expressed an interest to help get info on the GLC website.

B. Changes/Additions to Order of the Agenda:

Bev requested to move Staff Bonus from VI. to IX. Executive Session.

C. Accept the Order of the Agenda:

****Motion made by Steve McCreight to accept the order of the agenda, seconded by Steve Reynolds, motion passes unanimously ****

II: Approval of Minutes:

Nov 12th, 2018 Minutes

Change wording for VI. New Business to “tabled.”

****Motion made by Steve Reynolds to approve the minutes, seconded by Steve McCreight, motion passes unanimously ****

III: General Reports:

A. A & Z Report- Reviewed and discussed.

B. Glenroads Report – No report submitted

C. Chair Report – Christmas party is coming up soon.

D. Treasurer’s Report

1. Balance Sheet – Reviewed and accepted

2. Monthly P & L Operations – Reviewed and accepted

3. Monthly P & L Water – Reviewed and accepted

4. Year to Date P & L Operations – Reviewed and accepted

5. Year to Date P & L Water – Reviewed and accepted

6. Reynolds Report – Reviewed and accepted

E. Office Manager's Report

1. **Water Report** – Reviewed and accepted
2. **Operations Report** – Reviewed and accepted.
3. **Enforcement** – Reviewed and accepted.

IV: Correspondence: None.

V: Unfinished Business:

A. Budget GLC budget was discussed in detail.

B. 2019 budget review meeting discussion:

A town hall type meeting for presenting the budget to members was scheduled for Jan 9th 7 PM and Feb 5th 7 PM to be at the Clubhouse.

VI: New Business:

Bylaw change/Proxy discussion:

The proposed change would prevent members from giving their proxy or vote on any matter to someone who is not a member of GLC. A person who is not a member would likely not have the same interests as a member nor be affected by the results of any matter voted upon by the members.

The proposed change will be presented to the membership for voting along with the annual meeting information.

Review of Board Minutes Policy:

Discussed current policy. The Board felt that how often and when corrections are requested is not efficient as currently written.

****Motion made by Courtney Long to amend the policy by removing items 2 and 3 from the paragraph "Timeline and responsibilities for preparation and approval of minutes", seconded by Steve Reynolds, motion passes unanimously ****

Proposed office hour changes:

Discussed. There are times when the office staff needs to accomplish business without interruption. It was felt that if the office was not open for routine member business for a half day on Wednesday mornings that would allow staff to conduct some needed GLC business matters efficiently. There will be a three month trial period Jan through March.

VII: Action items: None

VIII: Open Forum:

Member had concerns to ensure that an explanation is properly given on the purpose for entering an Executive Session. Ref. RCW 64.08.35.

Member suggested Wed morning is a good time if the office is to be closed for routine member business at sometime during the week.

IX: Executive Session:

****Motion made by Courtney Long to enter Executive Session to discuss correspondence from our attorney and to discuss a staff bonus, seconded by Steve Reynolds, motion passes unanimously ****

Executive session held.

****Motion made by Steve McCreight to leave Executive Session, seconded by Courtney Long, motion passes unanimously ****

****Motion made by Courtney Long to award each GLC staff member with a year end bonus of \$750, seconded by Steve Reynolds, motion passes unanimously ****

X: Meeting Adjourned at 9:25 pm.

Respectfully submitted by:

John Hirsch, Assistant Secretary