

**Glenhaven Lakes Club, Inc.**

**664 Rainbow Dr**

**Sedro Woolley, WA 98284**

**Board of Directors Meeting Minutes**

**Monday, January 11<sup>th</sup>, 2021 6:30 pm**

**Present:** Andre Brionez (Vice President), Laura Lunsford (Secretary), Jen Bononi (Treasurer), Andi Zamora (Director), Erica Fifer (Director)

**Absent:** Courtney Long (President), excused

**I. Call to Order**-meeting called to order at 6:35 pm by Andre Brionez (Vice President) via Zoom

**A. Open Forum:**

**1.** Member Rachel Drafs present to talk about short term rentals in Glenhaven, such as Air BNB, VRBO, etc. Expressed concern over disruptions and nuisances being caused by short term renters of homes in Glenhaven. GLC talked with our Attorney, and it was found that there is nothing currently in the GLC Bylaws prohibiting short term rentals within Glenhaven Lakes. However, the Board suggested that reports be made through multiple channels about said disturbances, including reports to the GLC office. The Board is planning on looking more into this, conferring with our Attorney, and determining whether we can require property owners to register with the office before they allow short term rentals, or other options.

**B. Changes/Additions to the order of the Agenda**

- 1.** Remove item IV Correspondence, as it was covered in Open Forum above.
- 2.** Correction to item New Business: A: should read Audit Year 2018, not 2019

**C. Accept the order of the Agenda**

**\*\*Motion made by Andre to accept the order of the Agenda, seconded by Jen, motion passed unanimously\*\***

## **II. Approval of Minutes**

### **A. Dec 14<sup>th</sup>, 2020 Meeting Minutes**

**\*\*Motion made by Andi to approve the Minutes from the December 14<sup>th</sup>, 2020 BOD meeting, seconded by Jen, motion passed unanimously\*\***

## **III. General Reports**

- A. A&Z Report-Reviewed and accepted**
- B. Glenroads Report-no report submitted**
- C. Chair Report-no report submitted**
- D. Treasurer's Report**

### **1. Balance Sheet-Reviewed and accepted**

**2. Operations Report-Reviewed and accepted (need Charlie to look over and correct percentages, as some of them seem skewed, and entered in error)**

**3. Water Report-Reviewed and accepted (need Charlie to look over and correct percentages, as some of them seem skewed, and entered in error)**

### **E. Other Reports**

#### **1. Water Report-Reviewed and accepted**

#### **2. Operations Report-Reviewed and accepted**

#### **3. Enforcement-Reviewed and accepted**

## **IV. Correspondence-item covered above in Open Forum**

## V. Unfinished Business

- A. Budget (vote required)-Laura made a note to ensure that spelling errors get corrected on the Budget before it is presented at the Annual Meeting.

**\*\*Motion made by Laura to accept the 2021 Glenhaven Lakes Club Budget as presented, seconded by Jen, motion passed unanimously\*\***

## VI. New Business

- A. 2018 Audit review-Reviewed
- B. Decision regarding waiving the full audit-discussed that a full Audit has happened every 3 years so far, with Audit Reviews each year the full Audit is not performed. Cost of a Full Audit is \$9500.00, while an Audit Review is \$7500.00. GLC last had a full Audit in 2017.

**\*\*Motion made by Andi to waive the Full Audit for the tax year 2019, seconded by Erica, motion passed unanimously\*\***

- C. Electronic Communication (Andre)-Andre brought up a couple of great ways we can increase transparency and communication with our community, and within our Board of Directors. It was suggested that we start an e-mail list for all members to receive the Newsletter, unless they opt in for paper copies. This would lessen the amount of paper and mailings that get send out to the membership and may balance out the small cost of adding additional e-mail addresses for the Board of Directors. Also was discussed about creating a Glenhaven Board of Directors e-mail group, for added transparency, accountability, and secure communication regarding GLC Business. Bekki researched, and found that it would only cost us \$167/year to add the additional e-mail addresses for BOD members. Also discussed, was creating a Facebook group specifically for GLC, where community events and announcements could be posted to the Glenhaven Hub group for additional communication.

**\*\*Motion made by Andre to direct the Office staff to create a Facebook Page for Glenhaven Lakes Club, and to also start the process of moving to Electronic Newsletters, to be completed by the end of 2021, seconded by Andi, motion passed unanimously\*\***

- D. Check Signing Policy-Discussed the need to have a Policy regarding who can sign checks from the GLC Bank accounts, as we currently only have a Policy regarding checks from the Reserve account. Our Attorney helped draw up a policy, that has been included and reviewed in the BOD Packet.

**\*\*Motion made by Andre to adopt the Check Signer Policy as presented by our Attorney, seconded by Jen, motion passed unanimously\*\***

- E. GLC Board E-mails-discussed above under item VI. C.

#### **VII. Action Items**

- A. Glenhaven Lakes Club Facebook page-Office staff directed to create this page for posting of community events and news.
- B. Budget Review meeting-Jen (Treasurer) to set up meeting with Bekki and Charlie to review and discuss the budget presentment and details for the Annual Meeting.
- C. Glenhaven Board of Directors Emails-Office staff directed to create these

**\*\*Motion made by Andi to approve the cost of \$167.16/year to add 7 new e-mail addresses for the Board of Directors' business communication, seconded by Andre, motion passed unanimously\*\***

- D. Electronic Newsletters-Office staff directed to start the process of transitioning the GLC Newsletters to Electronic e-mail primarily, with paper copies being opted into, to be completed by the end of the year 2021

#### **VIII. Open Forum**

1. Member Thomas Miles wanted to check with the Board to ensure that there hadn't been Enforcement regarding complaints about the fundraiser/Christmas Light Shows he had been having at his home in Glenroads. The Board verified that there had been some communication with the office regarding the show. Member expressed concern over Board Members from the Glenroads Association who had expressed their displeasure with added traffic in the Glenroads area of Glenhaven during the light shows. GLC Board clarified that Glenhaven Lakes Club does indeed own lots in the Glenroads area, and purchased them to discourage additional building and prevent the need to provide additional water to the area, as the process is very expensive and a lot of work in this area. GLC Board verified that GLC does indeed pay dues for these lots, like any other lot owner in the area does to the Glenroads Association. GLC Board additionally clarified that the Glenroads area is indeed part of Glenhaven Lakes Club. The Glenroads Association was formed in order to maintain the roads in the Glenroads area that is not part of the Whatcom County maintained road area.

2. Member Andre expressed as a community member how amazing the light shows were, especially during COVID times.
  
3. Member Andi also expressed her gratitude for the light shows, and hopes we can find a way for them to continue. Great community building event, and loved the fundraising aspect of it also.

**IX. Executive Session-none**

**X. Adjourned at 7:58 pm**

**\*\*Motion made by Andre to adjourn the meeting, seconded by Andi, motion passed unanimously\*\***

**Meeting Minutes Submitted Respectfully by Laura Lunsford, Secretary**