

Glenhaven Lakes Club, Inc.

**664 Rainbow Drive
Sedro Woolley, WA 98284
Board of Directors Meeting
November 13th, 2017**

PRESENT: Beverly Crouter (President), Steve Reynolds (Treasurer), Steve McCreight, Laura Lunsford(Secretary), John Hirsch, Bekki Dodd (Office Manager), Lori Hansen (Vice President), John Major

Hearing called to order at 6:32 pm re: Notice of Violation for tree removal that was removed by property owner, though it had been denied at the Sept 2nd A&Z Meeting. Hearing procedure was followed, and the A&Z Committee, Bekki Dodd(Office Manager), and homeowners all presented their evidence in this case. Bekki will follow up with homeowners on our final decision.

I Call to Order – 7:02 pm

****Reading of team agreement****

A. Open Forum:

- 1.** 2 members present from Glenroads Board of Directors seeking advice on how to effectively collect dues in Glenroads. Suggested that governing documents and policies be updated, then follow procedure similar to what Glenhaven Lakes does for collecting dues.

B. Changes/Additions to the Order of the agenda: added item to discuss the aforementioned hearing regarding a tree that was removed after denial by the A&Z Committee.

C. Accept the order of the Agenda **Motion made by Steve Reynolds to accept the Agenda as amended, seconded by Major, motion passes unanimously**

II Approval of October 9, 2017, 2017 minutes

****Motion made by Steve McCreight to accept minutes as corrected, seconded by Reynolds, motion passes unanimously****

III General Reports

A. A and Z Report-reviewed and accepted

B. Glenroads Report – No report submitted

C. Chair Report – Halloween event was largest ever!

D. Treasurer’s Report – submitted and accepted

- 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 – Year to Date Profit & Loss Budget vs Actual General Ops/Water Ops - reviewed and accepted

E. Office Manager’s Report - Received

- 1.** Water Report – reviewed and accepted
- 2.** Operations Report – reviewed and accepted

3. Enforcement – reviewed and accepted

IV **Correspondence:** None.

V: **Unfinished Business:**

- A. **Canal update**-culvert has been replaced, and the area cleaned up around the canal.
- B. **Summit Pipe Replacement**-discussed pros and cons of Glenhaven staff taking on this project. Discussed purchasing equipment and supplies needed for staff to do this project.
****Motion made by Steve McCreight to spend an amount not to exceed \$25,000.00 from Water Reserves to purchase equipment and supplies needed for Phase 1 of the Summit Pipe Replacement project, seconded by Hansen. Motion passes unanimously.****

VI: **New Business:**

- A. **Insurance (decision required)**-discussed options presented by our insurance broker, Rice Insurance for our staff insurance policy renewal. Premera Balance Gold: Renewal Plan rates have the lowest overall increase for similar coverage for our staff.
****motion made by Steve McCreight, seconded by Reynolds to renew with Premera for their Premera Balance Gold: Renewal Plan, motion passes unanimously****
- B. **Package signing policy**-reviewed and discussed policy # 17-11-01.
****Motion made by Steve McCreight to adopt policy # 17-11-01 regarding GLC staff not signing and accepting liability for member packages in the office, seconded by Hirsch, motion passes unanimously****
- C. **Emergency Maintenance Request**-dump truck has no brakes, and needs new ones.
****Motion made by Steve McCreight, seconded by Hirsch to spend an amount not to exceed \$3500.00 to do a diagnostic, and replace brakes on our GLC dump truck****
- C1.**Div 2, Block 3, Lot 18 Hearing discussion**
****Motion made by John Major, seconded by Hansen to reduce the fine for removing a tree, after denial from the A&Z committee to \$2,000.00 down from the original \$4,000.00 that was instituted, motion passes unanimously****
- D. **Budget**-Budget was discussed. Tabling full Budget review to a separate Board Work night.

VII: **Executive Session:** None

VIII. **Action Items:** None

IX: **Open Forum:** None

****Motion to adjourn meeting made by Steve McCreight, seconded by Hansen , motion passes unanimously.****

Meeting Adjourned at 9:42pm.

Respectfully submitted by:

Laura Lunsford, Secretary