

Glenhaven Lakes Club, Inc.
664 Rainbow Drive
Sedro Woolley, WA 98284
Board of Directors Meeting
April 9th, 2018

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

I Call to Order – 7:02 pm. Quorum present.

A. Open Forum:

Member present to discuss new night lights near clubhouse that are very bright and shine on his house on Rainbow Dr.

Bev stated that we are making adjustments to them.

A member stated that he recently purchased a home in Glenhaven at auction. Previous owner owed money on a past due water bill. He is requesting the Board reduce the amount that is owed. Bekki stated this matter was already discussed with our attorney who stated no adjustment is necessary. The attorney will draft a letter.

Another member who lives near the clubhouse also stated that the night lights are very bright. He suggested that a light and camera that flashes when someone crosses the bridge could be helpful.

A member requested that there be an early pool swim session at the beginning of the day for children rather than waiting until early afternoon. Bev stated that we are discussing the pool situation with the pool supervisor.

A visiting couple from Whidbey Island was asking for information about GLC including our water and financial situation. They were provided information and given a copy of the GLC budget.

B. Changes/Additions to Order of the Agenda

-Bev asked to move Peter Klco's discussion of trees and A & Z procedures to immediately follow approval of the March 12th Minutes. It will be item II. A. 1.

Also add item VI. A. Appoint backup Secretary.

Add item III. E. 4. Dump Truck repairs.

Add item VI. F. 1. Board Calendar.

C. Accept the Order of the Agenda

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

II Approval of Minutes

A. March 12th, 2018 minutes -No corrections.

****Motion made by Lori Hansen to approve the minutes as corrected, seconded by Steve McCreight, motion passes unanimously****

A.1. Peter Klco tree discussion:

He would like to see GLC do a formal tree study by a certified arborist so A & Z committee has guidance. People should think long term. Education is important. Not all species the same. Water runoff, clean water, mudslides, and privacy are all to be considered. Relook at GLC danger tree policy. He would like GLC to budget a formal tree study. He provided information handouts to the Board.

III General Reports

- A. **A & Z Report-** Julie Major discussed the report. There were questions and a discussion about some trees that were cut but not approved.
Reviewed and accepted
- B. **Glenroads Report** – No report submitted
- C. **Chair Report :**

There is a Board work session scheduled for next Monday at 5:30 PM.

- D. **Treasurer's Report** – Any discussion postponed as Treasurer not in attendance. Copies were available for:

Balance Sheet –

Year to Date P & L Operations –

Year to Date P & L Water –

- E. **Office Manager's Report**

- 1. **Water Report – Reviewed and accepted**
- 2. **Operations Report – Reviewed and accepted**
- 3. **Enforcement – Reviewed and accepted**
- 4. **Dump Truck** – Our equipment is being used daily with all the work we are doing. The dump truck clutch went out. Staff is looking into bids to repair the truck. It may have to be hauled to a repair facility.

IV Correspondence

- A. **Letter from Whatcom Juvenile Court- Regarding vandalism last month.**
- B. **Letter to parents of vandals - Letter from GLC to parents about trespass.**
- C. **Letter from attorney for easement Thompson Way project - Bekki will be meeting with members and neighbors of properties involved so water line replacement can go ahead.**

V: Unfinished Business - None.

VI: New Business:

- A. **Tree and forestry discussion – Peter Klco:** Moved to earlier in agenda.
Appoint a Board Assistant Secretary – Due to the Board Secretary possibly having some work conflicts an assistant may be helpful.

****Motion made by Steve McCreight to appoint John Hirsch as Board Assistant Secretary, seconded by Lori Hansen, motion passes unanimously****

- B. **Review easement letter for Thompson project-** From attorney.
Reviewed.
- C. **Move rammer compactor tool from budget item to capital expenditure-**

****Motion made by Steve McCreight to “move the rammer compacter tool cost from water budget to capital expenditure”, seconded by Lori Hansen, motion passes unanimously****

D. Approval for Trenching Tool -

Staff discussed the need and cost of a trenching tool and line splitter.

****Motion made by Lori Hansen to “purchase a hammerhead mole trenchless piping tool and a line splitter tool, total cost not to exceed \$8000.00 , to be split 60/40 between water reserves and general operations reserves”, seconded by Steve McCreight, motion passes unanimously****

E. Appointment of A & Z members- Postponed until May Board meeting over question of correct month to appoint them.

F. Accountant update- Steve Reynolds will provide future update.

Board Calendar - Distributed.

G. Summit pipe replacement project phase 2 - Staff provided update.

****Motion made by Lori Hansen to “approve the Summit Phase II project with cost not to exceed \$35,000.00 from the water reserves”, seconded by Steve McCreight, motion passes unanimously****

H. A & Z Guidelines review tree and exterior sections - John Hirsch led discussion involving clarification of guidelines. Further discussion to continue.

IX. Open Forum – Held prior to Executive Session so member could speak.

1. John Major - Suggested adding “Cross Connection” policy in guidelines and lot clearing policy review.

****Motion made by Lori Hansen to adjourn to Executive Session to discuss a legal matter and a personnel matter, seconded by Steve McCreight, motion passes unanimously****

VII: Executive Session: Discussion.

****Motion made by John Hirsch to exit Executive Session, seconded by Steve McCreight, motion passes unanimously****

VIII: Action items: Bekki will direct attorney to draft a letter to member.

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

Meeting Adjourned at 9:22pm. Minutes for this meeting taken by John Hirsch.

Respectfully submitted by:

John Hirsch,