

Glenhaven Lakes Club, Inc.

**664 Rainbow Drive
Sedro Woolley, WA 98284
Board of Directors Meeting
May 21st, 2018**

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

I Call to Order – 7:01pm

A. Open Forum:

1. Members present to discuss the Reed Lake canal project. Updates were given on progress to this and Cedar trail. We are currently waiting on Whatcom County to respond to continue part of this project. Informed that we will be maintaining the shrubs and trees on the Island areas on a regular basis, while also protecting wildlife. Informed that dredging the canal would be too costly at this time for our community. Suggested that community members contact Whatcom County to encourage timeliness of completing their part of this project.
2. Member Ingrid Patrick present to discuss a potential violation of the by-laws by the A&Z committee. This is in regard to a trailer parked on a lot with a port-a-potty, without septic hook-ups, building a structure without permits at 3023 Beaver Place. Bekki will follow-up with member.

B. Changes/Additions to Order of the Agenda

C. Accept the Order of the Agenda

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

II Approval of Minutes

A. April 9th, 2018 Minutes

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

III General Reports

- A. A & Z Report-** Reviewed and discussed. Request from Andre Brionez for building a 48x48 pole building is being reviewed and discussed, and will be followed up on by Bekki.
- B. Glenroads Report** – No report submitted
- C. Chair Report** - No report submitted
- D. Treasurer's Report**
 1. **Balance Sheet** – Reviewed and accepted
 2. **Year to Date P & L Operations** – Reviewed and accepted
 3. **Year to Date P & L Water** – Reviewed and accepted

E. Office Manager's Report

- 1. Water Report** – Reviewed and accepted
- 2. Operations Report** – Reviewed and accepted. Dar presented the estimate for the Pump House and Well replacement project. After contacting multiple companies that were unavailable or non-communicative, Aquatec provided an estimate of \$48,707.06, but including necessary add-ons, total cost of this project would be approximately \$65,000.00.
****Motion made by Steve McCreight, seconded by Hirsch to approve an amount not to exceed \$70,000.00 from Water Reserves for the Pump House upgrade project, motion passes unanimously****
- 3. Enforcement** – Reviewed and accepted

IV Correspondence

- A. Letter from attorney to Mr. Lee** - Reviewed

V: Unfinished Business

- A. Motion to repair clutch on Dump Truck**

****Motion made by Steve McCreight, seconded by Hirsch to approve repair of the clutch on the 1975 Dump Truck, not to exceed \$3,000.00 from reserve funds to be split between water 60% and general 40%****

- B. Review of long range goal for the Island**

- Reynolds and McCreight will research and bring 3-4 names for commercial pool people and bring it to our June meeting
- As a Board, we will need to start setting monthly goals and a proposed budget for our long range goals for the Island
- If possible, would like to see this project started in September of 2019, with completion in May of 2020. This will take long range financial planning.

- C. Personnel Policy handbook – overtime/vacation section**-Reviewed and discussed. Our accountant is looking at how we should account for overtime/standby time. More information to come.

- D. A&Z guidelines**- Reviewed and discussed-will continue discussion at our next meeting.

VI: New Business:

- A. A&Z Appointments:** Request made to require that the A&Z committee meet 2 times a month from April-October of 2018, due to increased demand in member requests. Options were discussed on how to streamline the approval process for member requests. A&Z Guidelines need to be followed properly, and it was agreed that the Board needs to meet with and discuss these with the appointed A&Z committee members.

-Candidate 1: Eric Unger: Has contractor experience and knowledge of building codes, etc. He is currently a field mechanic for United Rentals. Community member for 3 years.

-Candidate 2: John Major: Former A&Z committee member and long standing, former GLC Board member with extensive knowledge and experience in our community with our By-Laws and CC&Rs.

****Motion made by Steve Reynolds, seconded by Hirsch to appoint Eric Unger, John Major, Connie Robinson, and Patrick Michaelis to the A&Z committee, motion approved unanimously****

B. New board candidate discussion-Jim Conlan has submitted a declaration for a position on the Glenhaven Board of Directors. Discussed and reviewed. Bev will follow-up with candidate.

C. Continual harassment by member-Discussed and reviewed. Bev will be following up with member regarding continual harassment of staff.

VII: Executive Session: None

VIII: Action items: None

IX: Open Forum: None

****Motion to adjourn meeting made by Lori Hansen , motion passes unanimously.****

Meeting Adjourned at 10:04 pm.

Respectfully submitted by:

Laura Lunsford, Secretary