

Glenhaven Lakes Club, Inc.

664 Rainbow Drive

Sedro Woolley, WA 98284

Board of Directors Meeting Minutes

Monday, February 8th, 2021-6:30 pm

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

Absent: None

I. Call to Order-meeting called to order at 6:35 pm by Courtney Long via Zoom

A. Open Forum

1. Mr. White thanked and welcomed the new Board members who have stepped up in the absence of the former Board members. Member pointed out how small the print was on the Budget that got mailed out to the community in the Annual Meeting packet. The Board apologized, and let member know that a new, larger print copy could be requested from the Office. Also was pointed out that the Budget seemed to be out of balance. The Board let Mr. White know that there will be lots of time for detailed questions about the budget and other items at the Annual Meeting, where the Bookkeeper would also be present. The Board mentioned that this budget had been prepared by the previous Board of Directors, and that we had very little time to review and get it approved for the upcoming Annual Meeting for the membership.

B. Changes/Additions to the order of the Agenda-none

C. Accept the order of the Agenda:

****Motion made by Andi, seconded by Jen to accept the order of the Agenda. Motion passed unanimously****

II. Approval of Minutes

A. January 11th, 2021 Minutes-correction to Andre's title to Vice President at beginning, not President.

****Motion made by Courtney, seconded by Jen to approve the minutes as corrected from the January 11th, 2021 Board of Directors meeting. Motion passed unanimously****

III. General Reports

A. A&Z Report-none submitted-no meeting held-suggestion made to make a push electronically to the community, asking for new A&Z members

B. Glenroads Report-none submitted-suggested a member of the GLC Board reach out to start attending the Glenroads meetings, and invite their members to attend ours also, for more communication and collaboration.

C. Chair Report-Courtney stated that she is very happy with the positive direction that the Board is going, and thanked us for supporting her during a tough time with a recent death in her family.

D. Treasurer's Report-Jen reviewed, and stated that our Budget and Balance sheet seem to be on track with where they should be. Will be meeting with our Bookkeeper ahead of the Annual Meeting to discuss the details of our Budget for presentment to GLC.

1. Balance Sheet-Reviewed and accepted

2. Operations-Reviewed and accepted

3. Water-Reviewed and accepted

E. Other Reports

1. Water Report-Reviewed and accepted

2. Operations Report-Reviewed and accepted

3. Enforcement-Reviewed and accepted-discussed the recent mischief that some younger kids in the community were causing, and whether or not GLC can intervene. Recommendation was to have affected GLC members continue reporting to Law Enforcement, unless GLC property is effected, then the Office would file a report.

IV. Correspondence

A. Member Jonathan Garrison Letter to the Board-Reviewed and discussed. Bekki will draft up a response to member, as directed by the Board.

V. Unfinished Business

A. Electronic Communication-Bekki gave an update on our switch to Electronic communication. Board of Directors e-mails are all set up. Met with our Tech guy and ran our Opt-in Opt-out form for electronic communications by our Attorney to ensure it is in compliance with our Bylaws. Switching to electronic billing will save GLC money as a community moving forward. The Glenhaven Facebook page is also now up and running.

B. Tank Cleaning Proposal-Reviewed and accepted

****Motion made by Laura to hire Integrated Underwater Services LLC, and to approve an amount not to exceed \$3500.00 from the GLC Water Reserve account for inspection and cleaning of our two water tanks, seconded by Andre. Motion passed unanimously****

VI. New Business

A. Approve the agenda for the Annual Meeting

****Motion made by Andre to approve the agenda as submitted for the GLC Annual Membership Meeting, seconded by Andi. Motion passed unanimously****

B. Annual Meeting prep plan-Since the meeting will be held via Zoom this year, it is necessary to collect voting ballots ahead of time, by 1pm the day of the meeting. The Board directed Bekki to ensure reminders come out ahead of the meeting to remind the community of this deadline. Also, reminders to the community to ensure that they attend the meeting via Zoom, as we need a minimum of 25 total members in attendance in order for our votes to count, and the meeting to take place.

C. Fine Schedule-Reviewed and discussed our fine schedule, as there have been recent issues with Developers starting work on lots without proper approval from the HOA, because the fines are low enough that they would rather just pay them, rather than go through the proper channels to get approval for the work. The Board agreed that the fee listed for beginning new construction without proper permits needed to be increased to motivate Developers to gain proper approval before starting new construction. It was agreed that we would talk with our Attorney regarding rules for enforcing fines during the COVID-19 Pandemic.

****Motion made by Andre to increase our fine under C&R Art II sec 2 from \$2000.00 to \$5000.00, and to increase the daily fine from \$50.00/day to \$500/day, seconded by Andi. Motion passed unanimously****

D. Pumphouse Generator Proposal-Reviewed and discussed. We only have one bid from one company so far, given the specialty of the work needing done. The Board directed Bekki to seek out at least two other bids before we move forward with approving this project, and to ask for a more detailed breakdown of the bid we received from Express Electric.

E. Emergency Preparedness-It was discussed that we'd like to have Emergency Preparedness information posted on the GLC website for new members, such as checklists, and what common issues Glenhaven encounters with weather, power outages, etc. It was suggested as a last resort for community members in need that we may be able to utilize the Clubhouse as a warm shelter, and for community members to prepare meals, etc. During this last storm, the community really came together and helped each other out, and it was wonderful to see. The wood chipper that GLC rented for the community was very greatly appreciated.

VII. Action Items-None

VIII. Open Forum

A. Member Kara asked about rules regarding RVs being used as dwellings on Glenhaven lots. Bekki suggested she contact the office to make a report. Member Kara also mentioned how helpful it was to have a community member volunteer to pick up yard debris from the last storm for chipping and asked about dropping off items to be chipped ahead of time. Bekki stated that GLC cannot allow drop off ahead of a chipping event, because items cannot be verified as appropriate for chipping, and trash has been dumped at this site in the past without prior approval.

B. Mr. White expressed concern over the move to primarily electronic means of communication here in Glenhaven with the membership. He stated that members may prefer to continue receiving paper communication and doesn't believe they should be penalized with the \$25.00 fee for doing so. The Board stated that our GLC Attorney reviewed and approved this change, and that GLC is willing to work with any members that need paper communication still and may not be able to afford this fee. Members should contact the office regarding this.

IX. Executive Session-None

X. Adjourned at 9:25 pm-Reminder to sign into the Annual Meeting early if possible for Board Members to ensure we are all there on time.

****Motion made by Jen, seconded by Andi to adjourn meeting. Motion passed unanimously****

Meeting Minutes respectfully submitted by:

Laura Lunsford, Secretary