

**Glenhaven Lakes Club, Inc.**  
664 Rainbow Drive  
Sedro Woolley, WA 98284  
Special Board of Directors Meeting  
February 12th, 2018

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

**I Call to Order – 7:03 pm**

**A. Open Forum:**

- 1. Member present to discuss cutting and planting trees, and the policy regarding this in Glenhaven.**

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

**C. Accept the Order of the Agenda**

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

**II Approval of Minutes**

**A. January 8th, 2018 minutes**

**\*\*Motion made by Steve McCreight to approve the minutes as corrected, seconded by Hirsch, motion passes 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. Year to Date P & L Operations – Reviewed and accepted**
- 3. Year to Date P & L Water – Reviewed and accepted**
- 4. Audit Draft – Reviewed and accepted**

**E. Office Manager's Report**

- 1. Water Report – Reviewed and accepted**
- 2. Operations Report – Reviewed and accepted**
- 3. Enforcement – Reviewed and accepted**

**IV Correspondence**

**A. Note from member Margaret Reedy- Reviewed**

**B. Letter from Member Tari Caswell- Reviewed and discussed. Bekki and the A&Z Committee followed up and addressed members' concerns.**

**C. Office of Secretary of State Annual report for Glenroads – Reviewed and discussed**

**D. Letter from member Lea Woodliff – Reviewed and discussed-Bekki will follow up**

**V: Unfinished Business**

**A. Budget Clarification-** Reviewed and discussed

**VI: New Business:**

**A. Thompson/Lakeside service exchange project-** Reviewed and discussed

**\*\*Motion made by John Major to approve an amount not to exceed \$13,000.00 from the Water reserve funds for the Thompson/Lakeside service exchange project as proposed, seconded by McCreight, motion passes unanimously\*\***

**B. Collection process/progress for grossly overdue accounts-**Reviewed and discussed

**C. Agenda for the annual meeting discussion-**Reviewed and discussed

**D. Approval of 2018 fee schedule-** Reviewed and discussed

**\*\*Motion made to approve proposed 2018 fee schedule by Steve Reynolds, seconded by McCreight , motion passes unanimously\*\***

**E. Cross connection policy discussion-**Reviewed and discussed

**F. 6 month job performance review-** Glenhaven staff job reviews will be presented at our April meeting.

**\*\*Motion made by Steve Reynolds to adjourn to Executive Session to discuss a covenant violation, seconded by McCreight, motion passes unanimously\*\***

**VII: Executive Session:** Discussion only, no action taken

**\*\*Motion made by John Major to exit Executive Session, seconded by McCreight, motion passes unanimously\*\***

**VIII: Action items:** None

**IX: Open Forum:** None

**\*\*Motion to adjourn meeting made by Steve Reynolds, motion passes unanimously.\*\***

Meeting Adjourned at 9:18pm.

Respectfully submitted by:

Laura Lunsford, Secretary