

Glenhaven Lakes Club, Inc  
664 Rainbow Drive  
Sedro Woolley, WA 98284  
Board of Directors Emergency Meeting  
for GLC Operations after President resigns  
October 19<sup>th</sup>, 2020

**Present: Lori Hansen (President), Courtney Long (Vice President is attending from home via zoom), Steve Reynolds (Treasurer), Steve McCreight, Matt Tonkovich, John Hirsch (Secretary)**

**Absent:**

I. Call to Order: 5:00 PM Quorum present.

A. Open Forum: None.

B. Changes/Additions to the Order of Agenda: None

C. Accept the Order of the Agenda:

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

II. Approval of Minutes:

A. October 12<sup>th</sup> and 14<sup>th</sup>, 2020 Minutes:

**\*\*Motion made by Matt Tonkovich to approve the October 12<sup>th</sup> and 14<sup>th</sup>, 2020 Minutes, seconded by Steve McCreight, motion passes unanimously\*\***

III. General Reports: None

IV. Correspondence: None

V. Unfinished Business:

A. 2021 Budget: Continue discussion at later meeting.

VI. New Business:

A. Monthly meetings time and set up.

Board will be researching requirements to hopefully use zoom at future meetings.

**\*\*Motion made by Matt Tonkovich to move the Regular Board meeting time to 6:30 PM, seconded by John Hirsch, motion passes unanimously\*\***

B. Foreman job- use recruiter or delegate to Board: Discussed.

C. New work structure:

Looking at organizational chain of command and authority, responsibilities and job descriptions.

D. Time clock: Discussed.

E. Plexiglass desk shield for Office/Board: Discussed.

VII. Action Items: None

VIII. Open Forum: None.

IX. Exec session: personnel matters:

**\*\*Motion made by Steve McCreight to enter executive session for personnel matters, seconded by John Hirsch, motion passes unanimously\*\***

**\*\*Motion made by Steve Reynolds to exit executive session, seconded by John Hirsch, motion passes unanimously\*\***

Re-enter regular session.

**\*\*Motion made by Steve McCreight to pay our Operations Manager while she is on Medical Leave until Dec board meeting, seconded by Steve Reynolds, motion passes 5 in favor and 1 abstain\*\***

X. Adjourned:

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

Matt Tonkovich turned in his resignation from the Board at the end of the meeting.

Meeting adjourned 8:38 pm

Respectfully submitted by:

John Hirsch, Secretary