

# **Glenhaven Lakes Club, Inc.**

664 Rainbow Drive  
Sedro Woolley, WA 98284  
Board of Directors Meeting  
June 11<sup>th</sup>, 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 – 7:00pm**

### **A. Open Forum:**

1.Question about tree removal-referred to the A & Z committee.  
Concerns expressed regarding professionalism in the GLC office

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

**\*\*Motion made by Lori Hansen to accept the change to the order of the agenda to move our Insurance review further up in the agenda, seconded by Steve McCreight, motion is approved unanimously\*\***

### **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. May 21<sup>st</sup>, 2018 Minutes**

**\*\*Motion made by Lori Hansen to approve the minutes as amended, seconded by John Hirsch, motion passes unanimously\*\***

### **B. Insurance review and update (Greg Poehlman)-Annual Commercial Insurance renewal for GLC-Reviewed and discussed**

**\*\*Motion made by Steve Reynolds, seconded by John Hirsh to allow Bekki Dodd, office Manager, to be assigned to manage signatures and communications with Greg Poehlman for our Insurance renewal\*\***

## **III General Reports**

**A. A & Z Report-** Reviewed and discussed

**B. Glenroads Report –** No report submitted

**C. Chair Report –** Summer kick-off was a success again-large amount of attendance. Thanks to the office staff for having the pool and island ready for this event. Updates on our pool remodel/upgrades will be available from Steve McCreight and Steve Reynolds at our August meeting. Bev and Bekki

will be meeting with a company near Seattle to get quotes on our potential improvements to our sports court.

**D. Treasurer's Report**

1. **Balance Sheet** – Reviewed and accepted
2. **Monthly P & L Operations** – Reviewed and accepted
3. **Monthly P & L Water** – Reviewed and accepted
4. **Year to Date P & L Operations** – Reviewed and accepted
5. **Year to Date P & L Water** – Reviewed and accepted
6. **Reynolds Report** – 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. Email from Sean Horton**-Reviewed and discussed-Bekki will follow up

**V: Unfinished Business**

- A. A & Z Revisions** – Reviewed and discussed. John will get suggested revisions from the Board added, and have this document reviewed by our attorney for our next meeting for potential approval.
- B. Employee policy handbook/overtime vacation section** – Reviewed our on call policy for our WDM2 employees. Updates will be made as necessary to our employee handbook regarding this. Employee sick leave section will need to be adjusted according to the WA State paid sick leave requirements.

**VI: New Business:**

- A. Additional A & Z appointment**-Brad McNett has expressed interest in being a part of the A & Z Committee.

**\*\*Motion made by Lori Hansen, seconded by Steve McCreight to approve appointing a 5<sup>th</sup> member, Brad McNett to the A & Z committee. Motion passes unanimously.\*\***

**\*\*Motion made by Steve Reynolds, seconded by Steve McCreight to enter into Executive Session to discuss a legal matter\*\***

**VII: Executive Session: Correspondence from Attorney**-Reviewed and discussed

**\*\*Motion made by Lori Hansen to exit Executive Session, seconded by Steve Reynolds\*\***

**VIII: Action items: None**

**IX: Open Forum: None**

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

Meeting Adjourned at 9:30 pm.

Respectfully submitted by:

Laura Lunsford, Secretary