



10/15/2020 Meeting Minutes

Trustees Present: Fred Wells, Laurie Albrecht (Treasurer) , Gloria Brain (Secretary), Mady Burgstahler, Jeff Gubbe, Shawnta Mulligan, Anna Loudenbeck and Sandra Teter

Others Present: Anne-Marie Davidson (President), Ashley DeGraffenreid (Vice-President), Jeff Brain (Facility Manager) and Melissa Gubbe (Assistant Treasurer and Executive Secretary)

Guests Present:

Call to Order: President Anne-Marie Davidson called the meeting to order at 7:01pm.

This board meeting was done via Zoom.

Good of the Order: None

Old Business: None

New Business:

Facilities Manager: Report for September & October:

The leak on Pump #2 in the pool house was repaired by Aqua Care.

Installed metal screen on the fence surrounding the keypad lock for the off- leash area. The screen prevents people without the code from using some type of stick or rod to move the inside lever handle and gain access.

Installed a moisture shield on the keypad lock. When the moisture on the keys freezes, the code is very difficult to punch in. The shield should solve that problem.

A dead tree that fell on the fence in the off- leash area was removed. The fence was fixed.

The keypad code on the lock was changed and communicated to the membership via email. There were some probable unauthorized users seen in the off- leash area. The new code should resolve that potential problem.

As of today, the lake level is at -9.12". On Oct 12, 2019 the level was at -12.24". The lake is filling up a little faster than last year's pace.

Secretary:

- Meeting minutes from 8-20-2020. **MSC** to approve.
- Emergency meeting minutes from 10-2-2020. **MSC** to approve.
- Easement signed and recorded for drainage work at boat launch with City of Bonney Lake. **INFO**
- Reserve Study 2020-21. **MSC** to approve.
- Performance Appraisals for Facility Mgr., Assist. Sec. & Assist. Treasurer are due. Have comments to Anne-Marie by the end of October. **ONGOING**
- Revised the following BPM rules:

5.2.2.2 A committee may not approve an unbudgeted expenditure of greater than \$500 or exceed a line item within their budget without the approval of the full board.

5.2.2.3 All service and major improvement contracts should have 3 competitive bids for board consideration and approval.

Revised below to read:

5.2.2.2 A committee has the authority to spend up to the level they have in their budgeted line item for that item at their discretion without the approval of the full board.

5.2.2.3 The pool and landscape contracts and any improvement contract in excess of \$1,500 should have 3 competitive bids for board consideration and approval. **MSC** to approve.

- Review & revise Reserve Acct. section about minimum balance in BPM. Moved to January board meeting. **ONGOING**
- Review Audit Report. **MSC** to approve.
- The November board meeting has been canceled. **INFO**

Treasurer:

- Financial Report for August & September 2020. **MSC** to approve.
- The Howards donated their dues pre-payment to the repair of the dog park fence and tree removal. They are in the process of selling their home. Donation was \$186.00. **INFO**

Vice President:

No report.

President:

No report.

Pool:

- Pool phone has been shorting out the messaging system. CenturyLink came by and unplugged the phone in the hut. The phone line in the outside box was also unplugged for safety and during the winter and non-use months. **INFO**
- Meeting of the pool committee on Nov. 12TH, 7 pm via Zoom. **INFO**

Park:

- Tree trimming bids were discussed. Motion to accept Cloudy Sky Tree company to remove the dead pine tree in the upper park. **MSC** to approve.

Lake:

No report.

Meeting adjourned at 8:51 pm, by President Anne-Marie Davidson.

Respectfully submitted by Melissa Gubbe.