

Meeting of the Board of Directors Lake Entiat Lodge Associated

March 24th, 2021

TIME AND PLACE

The Board of Directors of Lake Entiat Lodge, Associated, met on Wednesday, March 24th, 2021. The meeting was held remotely via Zoom and called to order at 5:03 PM by President Bill Tucker.

PRESENT

Directors present were Bill Tucker, Neil Doherty, Dan Russell, John Peterson, Chad Evans, Bob Hawk, and Kim Martin. Treasurer Jack Anderson, nine association members, staff Stacey Browning, Thomas Everly, and Lynsey Miller were also in attendance.

INTRODUCTION

New Water/Facilities Manager

Mr. Tucker introduced the new Water/Facilities Manager, Thomas Everly.

Commercial Lot B, New Owner

Mrs. Martin introduced members in attendance, Kyler Kling and his wife, who had just purchased one of the community's commercial lots.

APPROVAL OF MEETING MINUTES

Mr. Tucker presented the January 27th, 2021 Board Meeting Minutes draft for approval. Mr. Russell requested changing one word to match the exact wording that was used in the meeting.

Mr. Hawk motioned to approve the January 27th, 2021 Board Meeting Minutes with the requested change. Mr. Russell seconded, and the motion carried unanimously.

FINANCIAL REVIEW

Ms. Browning announced that the Association was on budget overall, except for the Grounds account. Grounds is over budget by over \$5000 due to a change with the annual tree trimming. Mr. Hawk noted that the Payroll account was slightly over budget. Mr. Tucker clarified that it was because the Community Manager and Water/Facilities manager position had not been filled when the budget was approved.

OLD BUSINESS

Future Board Meetings

Mr. Tucker reminded everyone that the next Board Meetings would be on April 21st and May 19th and suggested that both meetings be at 5 PM. There were no objections to 5 PM start time.

COVID-19 Response

2021 Annual Membership Meeting Options

As Douglas County recently moved into Phase 3 of the governor's COVID-19 reopening plan, the Board discussed the possibility of holding the 2021 Annual Membership Meeting in person. As planning had been focused on a virtual meeting, postponing the annual meeting to May was suggested to allow for more time for planning for an in-person meeting. The topic was tabled for further research into possible venues and a decision will be made on April 1st via email.

2021 Annual Membership Meeting Planning

Mr. Russell shared three options for conducting the Board of Director elections at the 2021 Annual Membership meeting. Option A would be to hold elections for the Director positions that were up for re-election in 2020, which would require holding a special meeting to vote on changing the by-laws to allow the elections for those Director positions. Option B would be to hold elections for the Director positions that are up for re-election in 2021, which would involve extending the Director positions that were up for re-election in 2020 for a fourth year, to 2022. Option C would be to hold elections for all Director positions. Option A was chosen by the Board.

By-Laws Review Approach

Mr. Tucker requested to table this topic until after the 2021 Annual Membership Meeting for the newly elected Board to review and make updated changes.

Short-Term Rental Application Procedure 2022

Mr. Tucker presented Ms. Browning and Mr. Evans' drafts of updated versions of the Short-Term Rental Application Approval Procedure and the Short-Term Rental Rules & Requirements. The updates were made to align the documents with the new Covenants. After some discussion and suggestions from some Directors and attending members alike, the topic was tabled for further review and updates.

NEW BUSINESS

2021 Firewise/Yard Waste Plan

Ms. Browning asked the Board for their thoughts on holding the Firewise Curbside Pick-Up this year, as it was canceled in 2020 due to COVID-19. She also suggested bringing in one yard waste roll off container, for at least one month in Spring.

Mrs. Martin motioned to continue with the Firewise collection this year. Mr. Russell seconded, and the motion carried unanimously.

Ms. Browning announced that she found a recycling option for the community. Douglas County Solid Waste has recycling trailers and bins that are free to obtain and get serviced. The recycle trailers accept cardboard, paper, aluminum, and plastic and would be serviced twice a month. The topic was tabled for consideration.

Ms. Browning shared the Waste Management compactor pick-up schedule with the board. The compactor will be picked up every Friday, with additional pick-ups following the Holidays: Memorial Day, 4th of July, and Labor Day. Then, pick-ups will move to every other Friday in November. Mr. Tucker added there is a year-to-year comparison spreadsheet used for scheduling compactor pick-ups.

COVID-19 Phase 3 – Clubhouse Reopening

Ms. Browning asked the Board for their thoughts on reopening the clubhouse and the pool this year and what would this entail with the County being in Phase 3 of the COVID-19 reopening plan. She shared that another local HOA had opened their facilities with no monitoring staff, only posted signs with COVID Rules and Capacity. The Board also discussed the effectiveness of the 2020 reopening procedure. The topic was tabled for consideration.

COMMITTEE REPORTS

Long-Range Planning

LRP Survey

Mr. Peterson presented a draft of a community survey the committee wants to conduct with the membership to gauge what updates and additions they would most like to see made to the community. The topic was tabled for the directors to provide more feedback to Mr. Peterson and the survey updated.

Dog Park Committee

Mr. Doherty requested that he be able to restart the Dog Park Committee. The other directors supported the request.

Facilities/Maintenance

Water System Utility Software

Mrs. Martin reiterated the fact that the meter reading database was not working. She proposed purchasing utility billing software to replace it. The desired billing software would cost approximately \$17,500 to obtain and \$1,200 annually to maintain. Mr. Tucker asked if there was a way to fix the current solution instead of purchasing new software. Ms. Browning shared that the company that does support for the meters and the meter reading device could attempt to fix the current software for less than \$4,000. The Board decided to look into fixing the current solution, instead of replacing it. The topic was tabled for further research.

Dock Updates

Mrs. Martin announced that she has been in communication with Larry Lehman, a biologist the Association hired to help with the dock updates. The updates would be moving forward within the next month.

Backflow Testing

Mrs. Martin asked the Board if they wanted to conduct the same Backflow Testing Program that was done in 2020, with the expense coming from the Water Reserve fund.

Mrs. Martin motioned to approve up to \$8,500 from the Water Reserve fund for backflow testing. Mr. Doherty seconded, and the motion carried unanimously.

Clubhouse Refresh

Mrs. Martin announced that the clubhouse renovation was complete. The interior walls are freshly painted, the new carpet has been installed, and the pool table recovered.

Blood Drive

Mrs. Martin shared that she had been in contact with the Red Cross about holding a blood drive in the community. She added that if the rest of the Board supported pursuing the blood drive, she would reach out to the membership to see if there would be enough members willing to participate. The other directors approved her proposal.

Rules & Regulations

Mr. Evans presented his and Ms. Browning's draft of an updated version of the Rules & Regulations. The topic was tabled for further review.

Social Events/Communications

Mr. Hawk proposed the Board host the annual pancake breakfast the Sunday following the 2021 Annual Membership Meeting, and to do it drive-through style as a COVID-19 precaution. He suggested doing the annual community garage sale, without advertising it outside of the community as a COVID-19 precaution. Mr. Hawk shared that 4th of July planning had begun. We have booked Aaron Crawford for July 3rd and planning the BBQ but both of those events will be subject to change based on COVID Mandates. The fireworks on the 4th. He suggested for safety precautions no inflatables this year, a parade would be held, there would be fireworks, and a barbecue was being considered. Mr. Hawk added that he wanted to restart the Social Events / Communications Committee. He also wanted to publish information regarding the 2021 Annual Membership Meeting on Facebook as soon as possible. The rest of the Board agreed.

MANAGEMENT REPORT

Combined Lots Discovery

Ms. Browning shared her research on the combined lots discovery. The Board asked her to send a letter to the owners of the properties informing them of the information she found.

Staffing for 2021 Report

Ms. Browning announced that Eliceo Solorio started on March 1st as one of the seasonal grounds employees, and that Curtis Rabey would start as the other seasonal ground employee on April 1st. She added that Luis Ramirez will return to be pool monitor and will start mid-May.

E-Notification Sign-Up

Ms. Browning shared that a raffle, for a \$50 gift card to a restaurant of choice, was conducted to entice members to sign up to receive electronic notifications. 36 members signed up for e-notifications and participated in the raffle. Danette and Greg Sellman were the winners of the raffle.

Record Retention

Ms. Browning announced that she and Mr. Anderson had created a record retention plan. She added that she and Mrs. Miller were in the process of organizing and purging the association files. She shared that earlier in the afternoon, a company that provides on-site shredding services, came to the association office, and shredded several boxes of files.

Annual Tree Trimming

Ms. Browning shared that the company that does the Association's annual tree trimming would be charging \$5,500 for the project this year.

Mr. Peterson motioned to approve up to \$5,500 for Guy's Trees for the annual tree trimming. Mrs. Martin seconded, and the motion carried unanimously.

MEMBER CORRESPONDENCE/QUESTIONS

Hill Construction Extension Letter

Mr. Tucker presented a letter from two members requesting an extension on the construction of a home on their lot. After some discussion, the topic was tabled for an informational summary of the construction timeline to be reviewed by the Board.

Marriott Yard Sale Question

Mr. Tucker shared an email from a member asking if he could hold a yard sale on his property. Mr. Evans added that even though the annual community yard sale was created to curb members from hosting their own personal yard sales, he could not find any information in any of the governing documents concerning yard sales. After brief discussion, the Board concurred that the member could host a yard sale and that adding something to the rules regarding yard sales be considered.

At 7:59 PM, Mr. Peterson motioned to conclude the meeting. Mr. Hawk seconded, and the motion carried unanimously.

Submitted by:

Stacey Browning, Acting Secretary