LCC Board of Directors February Meeting Minutes **Approved**
2/17/26

Call to Order – by Mike Gowrylow at 6:01
Meeting Rules
Roll Call

- Board Members: Alicia Roberts Frank, Leslie Turner, Mike Gowrylow, Louise Becker, Fred Yancey, Susan Lindquist
- Community Members: Alice Hart, Carol Gruen, Elle & Craig Burger, Rick Stence, Evan Clifthorne, Helen Kuebel, Jody Vent & Nicole Renae, Joel Rogers, Rob Panowicz, Sivonne Byrne & John Smee, Jeff & Shelly Wagnitz, Annie Widawsky, Chris Meserve, Karl Young, Michelle Rothman
- Other: Nicole Eby (VIS)

Community Comments: none
Approval of Minutes from January – moved, seconded; passed
Additions or deletions to agenda

- Added to new business

Board Announcements

- President
    - none
- Treasurer
    - Budget Update/ Status
        - Some items are coming out to be higher than we anticipated, for example insurance, but we should be able to absorb it
        - We need to review contracts
- Secretary – committee minutes - committees need to submit minutes
- Other
    - Louise – website – there is a new “Members only” section – there is a place on the main page to email about getting set up with a sign in and password

Contracted Staff Announcements/Reports

- Security – Ralph Oliver
    - None – not here
- Common Areas -- Mike Frank
    - Gotcha mole catching company contacted about missing traps - want to know if anyone has information about them (they really want them back)
    - Gate tension has been adjusted a few times at Main Rec – seems like at least the Cedarbury one is being tampered with
    - Boat contracts have been sent out and are starting to come back

    - Met with Dead or Alive Tree Service about tree thinning around the Urban Forest entry & Sports Park – scheduled Friday 3/6
    - Mower has been serviced and the mowing posse sign up has been sent out – if interested please contact Mike at kenlakeparks@gmail.com
    - Met with representative from Reliable Electric – 2 quotes, both over $2K
    - Bought new lights for the interior of the tool shed
    - Fixed a shattered light fixture at the Entrance Island
    - Started cleaning, organizing & inventorying shed
    - General park clean up work
- VIS
    - Compliance summary since last meeting
        - 3 courtesy notices in Jan
        - 3 in Feb

Committee Reports

- Architectural Approvals – Jeff Schock
    - The ACC acknowledged 2 tree removal notifications and approved one application (for 2 projects) since the January HOA Board meeting:
        - - 2305 Lakemoor Dr Tree Removal Notification (2 trees)
        - - 1979 Cambridge Lane Tree Removal Notification (4 trees)
        - - 2004 Cambridge Lane - Fence installation and architectural modification.
- Events – Alicia Roberts Frank
    - Events held since last meeting
        - Game Night
    - Upcoming Events:
        - Fishing Derby 3/28 Weigh In at 10:30 at Main Rec
        - Spring Paddle 3/21 at West Side
        - Egg Hunt 4/4 at 10:00 at Main Rec
    - Previous Meeting 2/1 Minutes
    - Upcoming Meeting 5/24
    - Still looking for volunteers – link to form to express interest(s): https://forms.gle/uDJAsmsbz812sDnD6
- Lake – Al Hatten
    - Meeting with Thurston Co Conversation District
    - Al will propose solutions to the committee to consider, which will then get passed to the board – next month

- Urban Forest – Marian Bailey
    - none
- Gardens – Christina Morse (not every month)
    - none
- Goose Deterrent Committee – Sheila McCartan
    - none
- Finance – Leslie
    - Some overages, some carry-over
    - Finance committee will be meeting this month – see list below
    - Has 4 community members
- Governance/bylaws – Fred
    - Covenants subcommittee – Chris Meserve
        - Nothing to report
    - Bylaws subcommittee – Elle Burger
        - Collecting bylaws samples, drafting language
        - Creating feedback plan
        - Meeting every Thursday
        - Open to other volunteers
- Code enforcement – Jeff Wagnitz
    - At its January meeting, the board suggested that the committee should seek feedback from the neighborhood. The committee's compiled report, recommendations, and sample communications items are now available on the LCC Committees website. The committee drafted a newsletter item encouraging residents to submit comments to Jeff Wagnitz's email.
    - Waiting for an announcement in the newsletter that it is there
    - Nicole should review before adopting
    - Process – the board will be the final call
    - Committee is a recommending group
- Safety & Security – Carol
    - Will be meeting Sat at 10:00 at Carol's house (see below)
    - There are lights on the building that can be activated – they'll discuss what they'd like done
    - Will add security of Tot Lot to the agenda
- Technology – Elle
    - Working with Louise – discussing survey responses and looking at website
        - Streamlining communication is a priority
        - Reported submitted through Louise

        - Has recommendations for new website – pros & cons of a new website
        - Has recommendations for hybrid devices – Neurom Owl
        - Drafting a policy for emails
        - We need actions requested from board

Old Business

- Board Vacancy

⚖️ motion to elect Helen Kuebel as our 7th board member, seconded – passed

- Liaisons to committees & contractors
    - Security – Helen
    - CAM – Mike Gowrylow
    - VIS – Fred Yancey
    - Committees
- Legislation update – Fred
    - 2 bills are still alive that would impact our association – one has the support of statewide HOAs and the others by condos; neither have passed both houses; they are waiting for further action; Fred will keep us updated – legislature ends March 2
    - HB 1501 (requesting information & responding to requests for information) & 1500 (changes to resale certificate requirement
- Main Rec light requested by Safety & Security Committee – How will it be funded? On/off and/or motion sensor?
    - Reserve fund – can be funded from reserve fund
- Paper records retention
    - There are boxes of records at VIS that we're being charged to store
    - We discussed discarding records beyond the required retention date (7 years)
        - Mike & Fred will take care of
- Contractor compensation & insurance
    - We have a problem getting a clerk because the salary is low

⚖️ Motion made to increase the clerk's compensation to $10,000/year and CAM's to $12,000/year

- Seconded
- Passed

⚖️ Move that the salary change is effective 3/1/26 - seconded; passed

- Clerk search
    - Agreement to re-post with new salary and make a decision in March

- Executive session to address appeals, delinquencies and violations
    - declaration/covenant filed by a former community member with Thurston County

⚖️ Motion to contact the attorney to review and consult on the covenant on file with Thurston Co. – seconded; passed

New Business

- Community comments during planning/"real time"
    - Do we want to have community comments during planning meetings?
        - Proposal to open chat (not open conversation) during planning meeting
        - Open oral input at the beginning

⚖️ Motion for allowing verbal community comments at the beginning of planning sessions and leaving chat open throughout the planning session and in board meetings only allowing verbal community comments at the beginning of the meeting (no chat). Seconded; passes

- Who should get meeting invites? (all residents or just home owners?)
    - Per bylaws, members are lot owners: "Memberships shall not be transferable except upon sale of the member's property."
    - Per covenants: "All owners of lots in Lakemoor are and will be automatically members of the Lakemoor Community Club."
        - Agreement that participation should be allowed but not voting – owners or residents
- Vote on whether or not to change website
    - Moving to March meeting – tech committee will create a pros/cons document; demo/outline
- Hybrid meeting update from Tech committee
    - $300 device for Owl/Nerum
    - Would need to decide how to store it, how committees would access it, etc.

⚖️ Motion to make a decision on this at the March meeting after reviewing the tech committee report – seconded; passed

- Directory support from Tech committee (if we want another printed version) - if we were to use VIS, members could not opt out of disclosure
    - Maybe our own online directory with a password
    - Revisiting later
- Management contract renewal or RFP by other management companies

    - Renews annually – end of calendar year
    - Agent notifies with 60 days of changes
    - Either party may terminate at any time with 60 day notice

⚖️ Motion to proceed with an RFP requesting proposals for HOA management services; seconded, passed

- What should be password protected on website – newsletters, minutes (which are available on VIS website)
    - Financials should be protected
- Adopt-a-Highway Ken Lake Neighborhood group
    - Anyone interested to start one can put something in the classifieds
- Policies for sending messages to the community
    - From committees – Alicia created a policy
    - From outside agencies – no – we're not a community newspaper; we are reporting activities in our community – LCC business only
- Meeting guidelines/rules including chat/feedback option
- Event decorum – we will make a statement in the newsletter about being courteous toward hosts and other community members in attendance
- Permitting procedure – next month
- Code enforcement – next month

Additional Community Comments

- Fishing derby – rainbow trout were dying out & there was a discussion of more heat-friendly fish
    - Leslie has talked to Jay and the alternative is bass, which is much more expensive
- Would like a trash can at the Urban Forest
- Would like more time to talk during meetings for community input

Adjournment

⚖️ motion for adjournment; seconded – passed 8:41

In future meetings (if necessary)

- Long Range Parks Planning
- Preparation for 2028 changes in RCWs – covenants & bylaws
- ADUs
    - Per covenants: "No more than one residence shall be constructed on any lot."