LCC Board of Directors Monthly Meeting Minutes **Approved**

Date 5/30/24

Time 6:00 p.m. via Zoom

* Call to Order: 6:30
* Virtual/Live Meeting Rules – read by Dani Clark
* Roll Call
  + Board Members: Alicia Roberts Frank, Dani Clark, Ann Larson, Wendy Harris, John Ulmer, Evan Clifthorne, Leslie Turner
  + Community Members: Maggie Marchand, Barb Walker-Tindall, Pat Andersen, Dirk Havlak, Jason Zinn, Clint Bandy, Mike Gowrylow & Esther Baker, Allen Hatten, Michele Rothman, Alice Elizabeth Hart, Laura Avery, Lucy Clifthorne, Helen Kuebel, Michael Clifthorne, Shaun Coombs, Marian Bailey, Frederick
  + Other: Ana Levchuk with VIS, Ralph Oliver Security
* Approval of Minutes from [April 3](https://docs.google.com/document/d/19oDeTkBj61xX86BJTByQ-SBcC9NZ0E8i67NSRzJFelw/edit?usp=sharing) and [April 22](https://docs.google.com/document/d/1TMCkihhLn5Zyt_N5EwHTpPGrT10WR2VwPclp9Ulex_Q/edit?usp=sharing)
  + Moved to approve; seconded; note – slight change – add Treasurer to Leslie’s name
    - Vote passes
* Additions or deletions to agenda – moved to add; seconded – passes
  + Board organization
    - Proposal to reorganize with Ann as president, with appreciation to Dani for her time, for efficiency
      * Motion made; seconded; vote held and passes
  + Attorney liaison
  + Board Priorities
* Community Comments & Questions (board members listen only)
  + From Michele
    - Marion Bailey – spraying of lake for invasive plants; do not let resident opt out from spraying; lilly pads are problematic, and fewer chemicals would be necessary with regular spraying
    - Caleb – swimmer’s itch reports – could the lake committee address this?
    - Devin Johnson - sports park needs a bathroom
    - Pat & Dan Andersen - concern about a recent meeting of the board advertised as a planning meeting but items were discussed and voted on that were not advertised
    - Dixie – disturbing to see that planning sessions have been added to the calendar; argues that all meetings should be open and minutes published
  + Helen Kuebel – comment about violation procedure – for when a violation is addressed by VIS; there should be a longer time to get competitive bids for remedying violations (based on CC&Rs); would like clarification of how much moss/tree debris is acceptable
  + Barb Walker-Tindall – concern about quarterly citations due to tree debris; concern about the sense of community and is feeling harassed; we are in an urban forest designated community; the monitoring is causing ill feelings
* Board Announcements
  + President – Ann Larson
    - Report on planning session 5/22
      * Discussion of board planning
      * Advertised
      * Discussed organizations & efficiencies
      * Created list of planning sessions that will be open to the community
    - It is her goal to report on the sessions in the open board meeting to be included in that month’s minutes
  + Treasurer – Leslie Turner
    - Will have discussion about CD renewal
  + Vice President – Evan Clifthorne
    - Encourage community members to attend planning meetings
  + Secretary – Alicia Roberts Frank
    - Calendar of planning sessions (see below)
    - Boat racks are being made for West Side & Main Rec
  + Other Board Members
    - none
* Contractor Reports (and questions)
  + Security – Ralph Oliver (emailed to Michele)
    - 213 miles covered
    - 2 residents asked for security checks
    - 1 incident of a suspicious vehicle
    - 1 crowd of kids fishing in Main Rec without bands
  + Clerk – Michele Rothman
    - Bracelets – new wristbands will be available soon, replacing the pink & yellow bands; dates for picking them up will be published in the next newsletter
  + Common Areas - Caleb Spring (not in attendance)
    - Boat Racks – Alicia shared
    - Questions for Caleb
      * Gates rarely shut – need to be addressed; intermittent trouble with Main Rec Gate; West Side Gate needs to be re-welded
      * Sand at beaches
      * Wood chips at Tot Lot
      * Signs
      * Forest committee request for hard hats
* Committee Reports – brief summary of written report, not discussions (which will be added to new business)
  + Compliance Committee – Ann Larson & John Ulmer & Wendy Harris
    - Committee met May 28
    - Reminder on process of committee – VIS drives through the community on a monthly basis, and the list is reviewed by the Compliance Committee before courtesy notices are mailed out. There is an appeal process.
    - Last month, lots of pictures were taken regarding moss & grass; moss triggered courtesy notices, grass was not due to weather
    - Rule clarification – we have received 8 comments that have been very constructive - we are in a 60 day community review process that ends on 6/22 for review by board 6/24.
    - If community members have concerns, please let the committee know so that they can make sure that we maintain a general community standards.
  + Architectural Approvals – Dan Andersen (not in attendance, read by Michele)
    - 1814 Cedarberry lane – fence
    - 2075 Lakemoor - deck
    - Dock extension at 1521 Lakemoor Loop
  + Events – Maggie Marchand
    - Past events - bike clinic & first dog days - with special thanks to Dan & Johanna Renfroe for his help with the bike clinic & OPD. Thanks to all who participated in the first dog days event.
    - Upcoming events
      * May 31 Summer Social
      * June 8 Yard Sale
      * June 22 Dog Days
      * June 23 Family Yoga
      * June 28 Summer Social
      * June 30 Music at the Park
  + Lake – Al Hatten
    - Lake is around 64 degrees at normal levels (max capacity)
    - Will begin taking lake samples around 6/10, and continue every 2-3 weeks checking for e coli
    - Discussing what can be done regarding swimmer’s itch
    - Visual depth perception of about 7’
    - No evidence of an algae bloom yet
    - Treatment company coming out for first treatment June 7
  + Stormwater – Al Hatten
    - Board has received contract with Herrera Environmental consulting
    - 7/10 there will be an evaluation by them
    - Looking to establish concern areas of storm drain areas
  + Urban Forest – Marian Bailey/John Busscher (co-chairs)
    - No meeting
    - Forest clean up done
    - Considering purchasing hard hats for work in the forest - requesting from Caleb
    - Question about stolen camera – committee decided to replace, board supports that decision
  + Gardens – Christina Morse (not in attendance)
    - Comment sent to Michele
      * One Hugel Bed available to rent
  + Goose Deterrent Committee – Sheila McCartan (not in attendance)
  + Long Range Park Planning – no chair at this m
* Business
  + Attorney liaison
    - Motion for Ana and Wendy to be liaison to attorney; seconded
    - Concern raised on weight placed on VIS for legal advice.
    - Alternate proposal - 2 board members, in addition to VIS
    - Concern that having 2 people could create miscommunication & a desire to communicate wishes of the group, rather than the liaison’s wishes
    - Clarification of role of liaison - to connect with attorney on behalf, not more than one
    - New motion – that officers serve that role – president and vice president
    - Need for staggered terms – for 2 people
    - Motion for Wendy & Ann
    - Motion for current president and vice president; seconded
      * Vote held and passed
    - Concern that one is primary and back up
    - Motion to direct liaisons to field attorney communications with whole board orally; seconded – rescinded
    - Motion to empower VIS to correspond with lawyer; secondedø
    - Vote – passes
  + change insurance carrier and get recommendations from VIS
    - Leslie has been working with the carrier who has had many issues to correct
    - She would like to connect with VIS for suggestions to change our insurance carrier
    - Motion to research changing the insurance carrier; seconded – rescinded
    - Why – incompetence
    - Clarification – we don’t need a motion to do research
    - Clarification – VIS would work through a broker
  + Contracts & Performance
    - Motion to create a committee of 3 members of Dani, Wendy & Evan to review all 4 contracts (VIS, clerk, security, CAM)
    - Identifying needs and making recommendations
    - Review the scope & suggest changes (reviewing responsibilities, deliverables & compensation) – seconded
    - Vote – passes
  + Update on previous meetings’ decisions
    - Spreadsheet was created tracking decisions made in previous meetings
      * Evan & Leslie are the committee on the bench
      * Other items will be reviewed during planning sessions
  + Expiring CD1095 in reserve account, 6/6/2024 – renew or cash out CD
    - Should we review it or cash it out/deposit it back in the reserve account?
    - CDs rate is 4.1%
    - HOA rates differ from individual rates
    - Spreading across different accounts assures insurance from FDIC
    - Motion to deposit our reserve CD in a 9 month CD with 4.7% interest; seconded
      * Vote held – passed
    - Operating account CD is also expiring 6/6
      * We’re in overage of our budget – approx $14K over due to increased costs and lake treatment and landscape refurbishing and $2K miscellaneous, including potential annual meeting
      * In that CD, a motion to move 25% in the operating bank account and put the rest in a CDAR for 9 months –
      * What is our current burn rate?
        + We’re maintaining our budget with these overages, this would cover it
        + If we had an overage that would go over, we could go into these CDs, though there would be a charge
        + This includes a 3-month buffer
      * CDAR or CD? They’re all certificates of deposit.
      * Our only CDAR is $75K
    - Motion to change past motion – rather than putting funds in a 9-month CD to a 6-month CDAR for same rate – seconded
      * Vote passed
    - Motion that 75% of our operating CDAR that is expiring be placed in a CDAR – seconded & passed
  + Garden Shed
    - The shed on offer is no longer on offer
    - Alicia will take the topic back to Garden Committee
  + 2151 Lakemoor Drive
    - History of the lot and the option of sale & advisory vote by community; there was an interest to investigate the possibility of purchasing it; lots will need to be looked at before the board decides
      * Financing
      * Tax
      * Regulatory approval
      * etc.
    - Need for a committee to study what would be involved, from financing to land use designation, and tax implications in purchasing the lot.
    - Timeline on committee work (deadline)
    - Suggests we make a motion to establish a committee to investigate the purchase of the lot and come back to the board in 60 days with information.
    - Motion to establish a committee with John as chair, with Evan & Wendy to investigate the information necessary regarding the 2151 Lakemoor Drive property purchase with a recommendation to come to the board in 60 days; seconded
      * Vote held and passed
    - Concern that the price tag would need to go to the community
  + Liaisons to committees
    - Alicia will be liaison to Michele
    - Dani will continue as Caleb’s liaison
    - When communicating with a contractor/committee, please cc liaison
    - Question of Long Range Parks Planning meeting and ACC committee
      * Move to a planning discussion
      * ACC was Joel
  + Board Priorities
    - Proposed Priorities
      * Lake
      * Parks
      * Safety & Security
      * Community Involvement
    - Proposed Values
      * Fiscal responsibility
      * Consistency (no one gets preferential treatment)
      * Transparency
      * Confidentiality
      * Accountability (we follow up on what we say we will do)
    - Discussion of priorities and values to take place at future planning sessions
* Additional Community Comments
  + Helen Kuebel – this season has been optimal for moss development; if items are purchased with LCC funds, they should be inscribed with Property of LCC and reported to police when stolen
  + Barb Walker-Tindall – concern about board committee making the research on 2151 Lakemoor drive without community input
  + Laura Avery - chat was turned off and eliminated community input
* Executive session to address appeals, delinquencies and violations
  + None needed
* Adjournment – motion to adjourn; seconded;
  + 8:35 pm

Upcoming Meetings

* June 24 – [Zoom](https://us06web.zoom.us/j/85629916248?pwd=qpWFuq2jYJIzpsjpTGkkJ2beYnuLDM.1)
  + Planning session 6/11 ([zoom option](https://us06web.zoom.us/j/81888629595?pwd=MQo3sPI1euivlKmnk0ivpHDbSe4Uap.1), passcode KENLAKE)
* July 29 - Main Rec
  + Planning session July 2  ([zoom option](https://us06web.zoom.us/j/81888629595?pwd=MQo3sPI1euivlKmnk0ivpHDbSe4Uap.1), passcode KENLAKE)
* August 26 – Main Rec
  + Planning session Aug 6 ([zoom option](https://us06web.zoom.us/j/81888629595?pwd=MQo3sPI1euivlKmnk0ivpHDbSe4Uap.1))
* September 23 – [Zoom](https://us06web.zoom.us/j/85629916248?pwd=qpWFuq2jYJIzpsjpTGkkJ2beYnuLDM.1): To Do: Soliciting applications for board nominations
  + Planning session Sep 10 ([zoom option](https://us06web.zoom.us/j/81888629595?pwd=MQo3sPI1euivlKmnk0ivpHDbSe4Uap.1))
* October 28 – [Zoom](https://us06web.zoom.us/j/85629916248?pwd=qpWFuq2jYJIzpsjpTGkkJ2beYnuLDM.1): Sharing of Budget Draft for 2025
  + Planning session Oct 22 ([zoom option](https://us06web.zoom.us/j/81888629595?pwd=MQo3sPI1euivlKmnk0ivpHDbSe4Uap.1))
* November 19 – [Zoom](https://us06web.zoom.us/j/85629916248?pwd=qpWFuq2jYJIzpsjpTGkkJ2beYnuLDM.1)
  + Planning session 11/12 ([zoom option](https://us06web.zoom.us/j/81888629595?pwd=MQo3sPI1euivlKmnk0ivpHDbSe4Uap.1))

Annual Meeting,Friday, November 15: format TBD:

* Announcement of Election Results; Ratification of Budget

To send to community:

LCC Board of Directors Monthly Meeting Agenda **DRAFT**

Date 5/30/24

Time 6:00 p.m. via Zoom: <https://us06web.zoom.us/j/85629916248?pwd=qpWFuq2jYJIzpsjpTGkkJ2beYnuLDM.1>

Meeting ID: 856 2991 6248

Passcode: 432467

* Call to Order
* Virtual/Live Meeting Rules
* Roll Call
* Approval of Minutes
* Additions or deletions to agenda
* Community Comments & Questions
* Board Announcements
* Staff Announcements
* Committee Reports
* Business
  + change insurance carrier and get recommendations from VIS
  + Contracts & Performance
    - Create a committee to review contracts
  + Update on previous meetings’ decisions
  + Expiring CD1095 in reserve account
  + Garden Shed
  + 2151 Lakemoor Drive
    - Need for a committee to study what would be involved, from financing to land use designation, and tax implications in purchasing the lot.
    - Timeline on committee work (deadline)
  + Liaisons to committees
* Additional Community Comments
* Executive session to address appeals, delinquencies and violations
* Adjournment

Upcoming Meetings

* June 24 – [Zoom](https://us06web.zoom.us/j/85629916248?pwd=qpWFuq2jYJIzpsjpTGkkJ2beYnuLDM.1)
  + Planning session 6/11 ([zoom option](https://us06web.zoom.us/j/81888629595?pwd=MQo3sPI1euivlKmnk0ivpHDbSe4Uap.1), passcode KENLAKE)
* July 29 - Main Rec
  + Planning session July 2  ([zoom option](https://us06web.zoom.us/j/81888629595?pwd=MQo3sPI1euivlKmnk0ivpHDbSe4Uap.1), passcode KENLAKE)
* August 26 – Main Rec
  + Planning session Aug 6 ([zoom option](https://us06web.zoom.us/j/81888629595?pwd=MQo3sPI1euivlKmnk0ivpHDbSe4Uap.1))
* September 23 – [Zoom](https://us06web.zoom.us/j/85629916248?pwd=qpWFuq2jYJIzpsjpTGkkJ2beYnuLDM.1): To Do: Soliciting applications for board nominations
  + Planning session Sep 10 ([zoom option](https://us06web.zoom.us/j/81888629595?pwd=MQo3sPI1euivlKmnk0ivpHDbSe4Uap.1))
* October 28 – [Zoom](https://us06web.zoom.us/j/85629916248?pwd=qpWFuq2jYJIzpsjpTGkkJ2beYnuLDM.1): Sharing of Budget Draft for 2025
  + Planning session Oct 22 ([zoom option](https://us06web.zoom.us/j/81888629595?pwd=MQo3sPI1euivlKmnk0ivpHDbSe4Uap.1))
* November 19 – [Zoom](https://us06web.zoom.us/j/85629916248?pwd=qpWFuq2jYJIzpsjpTGkkJ2beYnuLDM.1)
  + Planning session 11/12 ([zoom option](https://us06web.zoom.us/j/81888629595?pwd=MQo3sPI1euivlKmnk0ivpHDbSe4Uap.1))

Annual Meeting,Friday, November 15: format TBD:

* Announcement of Election Results; Ratification of Budget

To Follow up

* Graffiti (Ann - to follow up with Dani about being Caleb’s liaison and following up on this)

For next planning session

* Volunteer recognition procedures
* Communication to community – procedures
  + Fliers (Alicia for Michele for Paula)
    - Special email
  + Readerboard announcements (Alicia)
* Calendaring