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**

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Meeting ID: 856 2991 6248

Passcode: 432467

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* Board Announcements
* Staff Announcements
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* Adjournment

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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