



**Scott Lake Maintenance Company
Board of Trustees
April 15, 2021 | 6:00 PM**

Due to public health concerns this meeting will be conducted remotely

This meeting may be attended using the following methods:

Video Connection via Zoom

<https://us02web.zoom.us/j/87993819774?pwd=NTRnMmVRajJSSWVYKzdIK0k3ZjNVUT09>

Meeting ID: 879 9381 9774

Password: BOARD21

Telephone Dial-In

+1 253 215 8782 | Meeting ID 879 9381 9774 | Password 7947535

SLMC Member Comment

Registering to Speak: Individuals wishing to speak during SLMC Member Comment will need to register their request with the SLMC Office at (360) 352-4787 or email office@scottlake.net before 4:00 PM on the day of the meeting. Each speaker will be allowed three (3) minutes to speak.

Submitting Written Comments: Written comments may be submitted to the SLMC Office at office@scottlake.net. Written comments received by 4:00 PM on the day of the meeting will be read aloud during SLMC Member Comment.

1. Call to Order

President Tom Culleton

2. Agenda Review and Approval | ACTION REQUESTED

President Tom Culleton

3. Consent Agenda | ACTION REQUESTED

President Tom Culleton

- a. [Minutes of the March 18, 2021 Board of Trustees Meeting](#)
- b. [March 2021 Financial Report](#)

4. SLMC Member Comment

5. President's Report

President Tom Culleton

6. Executive Secretary's Report

Caitlin Magee, Exec. Secretary

- a. Water System Maintenance/Scheduled Shutdown
- b. Annual Meeting
- c. Board Candidate Application Update

7. Bank of America Credit Card Update | ACTION REQUESTED

Caitlin Magee, Exec. Secretary

8. Executive Secretary Job Description | ACTION REQUESTED

- a. [Executive Secretary Job Description](#)

Caitlin Magee, Exec. Secretary

9. Rentals and Reservations | DISCUSSION

- a. [Miscellaneous Venues COVID-19 Requirements](#)

Caitlin Magee, Exec. Secretary

10. Rental Agreement Review | DISCUSSION

- a. [Community Center Rental Agreement](#)
- b. [Park Shelter Rental Agreement](#)

Caitlin Magee, Exec. Secretary

11. Fish Stocking Expense Approval | ACTION REQUESTED

Daryl Hirschhorn

12. For the Good of the Order

13. Adjourn