



**Scott Lake Maintenance Company
Board of Trustees
September 16, 2021
This meeting was conducted remotely.**

Board Members Present: Tom Culleton, Ben Snyder, Ruth Elder, Dave Peeler, Dave Tracy, Theresa Parsons, Mark Knox, Janis Snyder

Staff Present: Executive Secretary Caitlin Magee

Others Present: Gretchen Henrie, Tena Gephart, Michael Pierce, Rebecca Corpus, Daryl Hirschhorn, Shawn Thurman, Sherry Stacy, Kelly Braun, Kassie Mill, Stephanie Stender, Marcella Simmons, Cathy Frey, Keith Goldenberger, Bryan Taylor, Sara (unidentified last name)

1. Call to Order, Welcome, and Introductions

President Tom Culleton called the meeting to order at 6:01 PM. A quorum was established.

2. Agenda Review and Approval

The Scott Lake Maintenance Company Board of Trustees reviewed the meeting agenda. Janis Snyder requested to amend the agenda to add the HERS Club Bazaar under item 8 Member Requests for Consideration. President Tom Culleton requested to amend the agenda to add West Thurston Fire use of the Community Center under item 8 Member Requests for Consideration. Treasurer Ruth Elder requested to amend the agenda to add an agenda item for Personnel Matters with potential action following the executive session.

Motion:

Motion by Ruth Elder to approve the August 19, 2021 Board of Trustees meeting agenda as amended, second by Dave Peeler; motion passed unanimously.

3. Consent Agenda

The consent agenda consisting of the draft minutes of the August 19, 2021 Board of Trustees meeting, and August 2021 Financial Report, was presented for review.

MOTION:

Motion by Ruth Elder to approve the consent agenda, second by Janis Snyder; motion passed unanimously.

4. Insurance Coverage

Gretchen Henrie from Nicholson & Associates spoke to the Board of Trustees regarding liabilities and insurance coverage. Gretchen Henrie talked about loss prevention inspections and potential recommendations.

5. SLMC Member Comment

Member Comment was given by SLMC Member Sherry Stacy.

6. President's Report

President Culleton provided a report.

7. Executive Secretary's Report

- a. Water System Repair Update
Executive Secretary Magee provided an update on repairs to the water system. Magee reported that the scheduled valve replacement on Wednesday, September 15th, was successful.
- b. Park Bathroom Lock Upgrade Update
Executive Secretary Magee provided an update on the quotes for replacement of the locks and door handles at the park bathrooms.
- c. Outstanding Amounts Owed
Executive Secretary Magee referenced the graphs provided in the meeting materials which provided current data on outstanding amounts owed.

8. Member Requests for Consideration

Executive Secretary Magee presented a request for consideration submitted by Kassi Mill for use of the Community Center parking lot for a community Trunk or Treat event. The Board of Trustees discussed the request and the event.

MOTION:

Motion by Dave Peeler to approve sponsoring the Trunk or Treat Event on Saturday, October 23rd, 2021 at the Community Center parking lot, second by Ruth Elder; motion passed unanimously.

Janis Snyder presented a request for consideration on behalf of the Scott Lake HERS Club for free use of the Scott Lake Community Center on November 19th and November 20th for a bazaar. The Board of Trustees discussed the request. This item was tabled until more information is available on insurance for the event.

Tom Culleton presented a request for consideration on behalf of West Thurston Fire for free use of the Scott Lake Community Center on September 22nd, 2021 for a work session. The Board of Trustees discussed the request.

MOTION:

Motion by Ruth Elder to approve free use of the Community Center on September 22nd for West Thurston Fire to conduct a work session, second by Theresa Parsons; motion passed unanimously.

9. Executive Session

President Culleton announced that the Board of Trustees would be entering into an executive session pursuant to RCW 64.38.035 (4) to consider personnel matters and discuss likely or pending litigation.

MOTION:

Motion by Ruth Elder to enter into executive session for forty-five minutes pursuant to RCW 64.38.035 (4) to discuss personnel matters and discuss likely or pending litigation, second by Dave Tracy; motion passed unanimously.

President Culleton announced that the time was 7:10 PM and the Board of Trustees would be entering into executive session for forty-five minutes.

At 7:55 PM the Board of Trustees resumed in open meeting.

10. Personnel Matters

Treasurer Ruth Elder provided that no action was needed relating to personnel matters.

11. For the Good of the Order

President Culleton asked if anyone had anything for the good of the order. Dave Tracy reported on the meeting held by the ad-hoc Park Solutions Committee.

12. Adjourn

President Culleton adjourned the meeting at 8:09 PM.