



**Scott Lake Maintenance Company
Board of Trustees Meeting
Thursday, April 21, 2022
Community Center and Zoom**

Called to Order at: 6:00 PM by President Graham

Present at Meeting:

President: Richard Graham	Theresa Parsons
Vice President: Eric Riffe	Marci Simmons (on zoom)
Treasurer: Kelleigh Eckholm	Mike Pierce
Secretary: Jyll Jones	

Jim Hawkes was absent

CONFIRM QUORUM: President Graham confirmed that a Quorum was present.

I. ADOPTION OF MINUTES

- a. The minutes for March 17, 2022, were asked for adoption, Theresa Parsons seconded.
- b. Therese recommended some changes to the March 17, 2022, minutes.
- c. Changes are noted in each identified paragraph.
- d. President Graham asked for adoption of minutes with amended changes.

II. ADOPTION OF AGENDA:

- a. The agenda was adopted.

III. PRESIDENT'S MESSAGE:

- a. Announcement that Tiffany Brataas has resigned as a member at large. At this time, we will not be filling that position.
- b. Social Media - It's become increasingly aware to the BoT and those concerned about our community that the hate speech so freely disseminated on various Facebook pages is damaging. It not only hurts individuals, but most importantly affects our property values. When these types of comments/messages are seen by outside the community, it shines a negative light on the culture here at Scott Lake. If I may suggest some guidelines before you press the enter key or send button. Think about the message, who's involved and who might be affected. Was empathy exercised prior to drafting the message? Will this message degrade public opinion about my community? Can this be solved a different way, perhaps privately? I think sometimes when we get in the heat of the moment, our passions get the better of us. Often, it causes hurt feelings on all sides and can damage relationships.
- c. Board Seats - It would be ideal to have more people interested in serving on the board. Since we've posted the available three seats coming in May and a call for candidates, we haven't received any. We will be providing a ballot in the next newsletter and making voting available via email. You can come to the annual meeting to vote in person. We only have incumbents on the ballot but would like to see others too.

- a. Board Grounds and Water System Tour - Last month, some of the Board members, along with Mike D toured the grounds and water system. We learned about how much work needs to be done to protect our precious commodity! We came up with some awesome ideas for managing the park better to prevent some of the issues we've seen in the past. Our plan is to provide a presentation available to every property owner that shows a detailed virtual tour. When ready, it will be posted on our website.

IV. COMMUNITY MEMBER COMMENTS:

Janis Snyder – Asked BoT permission to hold Yoga classes in the community center during the month of May 2022. This will determine if enough interest in community to continue in the future. A community member is a licensed Yoga instructor and has volunteered to teach a class. The price of the class will be \$10 each person. These funds will be donated to the HERS club for a new LED reader board purchase. First class will be May 4, 2022, from 5:15 to 6:45. Discussion ensued about waivers, ages, etc. Jyll will ask insurance person about SLMC liability. The age limit was determined to be 15 – 17 years of age (with signed parent waiver), 18+ with signed waiver. HERS will obtain insurance for the entire month of May. The insurance must be presented before May 4, 2022. HERS must create and vet a waiver form. It was determined that the BoT does not need to approve this use of the community center, but each club must inform the board of these kind of intentions.

Jyll mentioned that if community did not receive a text, voice mail, or email from Northwest Water Systems about the water shut off, then please go to the website, and fill out the homeowner contact sheet or send an email to office@scottlake.net. This is an effective way to notify community for important information.

Dave Tracy – updated the community and BoT about the fishing derby on May 21, 2022. Asked BoT permission to have boy scouts/community members to be able to spend the night (May 20, 2022) at the park to “guard” the fishing derby set up. BoT asked Dave to have those community members sign a waiver. BoT will review this with lawyer. Rich and Eric both approved this activity. Dave thanked both BJ Jones and Mike Pierce for the extremely hard work on getting the bathrooms up and running, the lights on the outside of the bathrooms working, the storage areas now have lights inside of them and have organized and cleaned up these areas.

Mike Druzianich mentioned that the park entrances have chains on the entrances when park is closed. This has reduced the vehicles in the park after closing.

1. MOTION TO: Adopt Human Resources, Records Retention, Communication, etc. policies. All policies and procedures do not require Board adoption at a community meeting. Policies and procedures can be implemented as necessary as these are operational in nature.

Discussion ensued regarding some of the policies presented to the BoT. Marci asked for an amendment to the grievance policy in that all grievances should be brought Executive Committee instead of only the President of BoT. BoT agreed with this observation. Procedures shall be for clarity of operational duties.

MOTION BY: Eric Riffe SECOND BY: Kelleigh Eckholm

APPROVED: Yes

Finance Committee Report: This was given first in conjunction with the following motion. Kelleigh reported working on finalizing our 2022-2023 budget. She also indicated that giving the financial situation we are in, we don't have enough operating capital to run SLMC as a business. We cannot do the maintenance and repair and replacements that have been neglected for many years. We don't want to devalue our property, our community, and the assets we greatly enjoy, such as the lake, ballfield, our community center.

2. MOTION TO: Raise HOA fees from \$10 to \$40 per month. The new HOA assessment will start June 1, 2022.

Discussion ensued about the facts that this is necessary as economic growth, cost of maintenance, parts, etc. SLMC cannot keep up with these rising costs of doing business. Rich indicated the BoT is in the process of putting together a virtual tour to show community members the state of our facilities and property.

Suzanne Fromme asked how this was possible within our By-laws. Section 1: The amount of the charges and assessments shall in no event, except as hereinafter provided, exceed \$120.00 for each lot for regular maintenance and all purposes, except for the sale of water. Charges and assessments for maintenance expenses against all members shall be levied by the Board of Trustees at a uniform rate per members without distinction or preference of any kind.

Rich indicated this has been vetted by our lawyer, and it does not say \$120 annually or monthly. Suzanne agreed with his assessment. Indicated that the previous SLMC lawyer did not interpret the same way.

Sarah White noted that since we had conflicting lawyer statements, we might need to get a 3rd opinion. Rich indicated that the previous lawyer was not a HOA specialist and the current lawyer specialized in HOA's. Sarah's husband asked if we had allowed for inflation etc. in our analysis. The BoT assured him we have asked the vendors and factored in all the information we could in this assessment. Based on this budget, your BoT will continue to monitor our finances closely.

Discussion ensued as how to keep operations costs down and raising the assessment will allow us to basically keep the community running for this fiscal year.

MOTION BY: Eric Riffe SECOND BY: Marci Simmons

APPROVED: 6 passed, 1 abstained

Water Committee:

1. Update on the reservoir sealing by Baker Silo.
 1. Baker Silo sealed several leaks in the concrete reservoir, and it is fine for now. Concrete reservoirs are prone to cracking and this reservoir is getting old, so there may be several more times this type of repair will be necessary until it is replaced someday.
2. Update on Reserve Study.
 1. Nothing to report, work will begin once the retainer is received.
3. Review of Water Committee water tour.
 1. Water Committee met at the wellfield and reviewed how the wells, chlorine, and water treatment are laid out. Will have another tour that includes the reservoirs, and the booster pump stations when the next valve cluster work is done and KCL is available to go over what they know.
4. Overview of upcoming valve cluster cut in work the week of April 25th. (Subsequently delayed due to inability to get all of the necessary parts).
 1. Three locations: Shoreview and Vantage, Scott Creek Drive and Champion, Entree View and Bonavista. This work of cutting in valves will allow isolation of smaller portions of the water system so work/repairs in the future will require shutting water off fewer houses. These one and two more valve clusters cut ins are planned. There is a chance some houses won't be shut off due to previous valve cut ins, but the community should plan on water being turned off on Wednesday 4/27. Whether your water was shut off or not, the entire community will be under a boil water notice starting that afternoon until water tests come back as OK. This should be no later than Friday afternoon.
5. Next water committee meeting.
 1. Scheduled for April 28th at 6 pm.

Suzanne Fromme asked about blow off valves. Theresa indicated she would talk with KCL about this. They are working on a maintenance schedule for the water system.

A mention that Eric saw a hydroseeding truck filling up with water from the hydrant by the ballfield. Discussion ensued about the fact that that was privately owned by Scott Lake. This may be the reason why we had issues with some homeowners and dirty water reported this month. Theresa explained how that put a load on our water system and may have been the reason these reports of dirty water. We have since purchased a cover for the fire hydrant (out of service) and Pete donated two tags and secured them to the valve. The fire department can still cut those off in an emergency. Michael D. contacted the hydroseeding company and told them this was not EVER allowed and not to do again. Thank you, Thom for the information on how to secure our fire hydrant.

Governance Committee:

Committee has finished reviewing the Articles of Incorporation, will give to BoT for review soon. Working on By-Laws currently.

Parks & Recreation Committee:

Marci mentioned the goose poop situation is bad. Last year the goose poop was put into the lake, this year, we absolutely will not do that. Some clean up days are being scheduled for May and June. Hoping to do a community clean up and supply a dumpster for community use for one day. Possibly in July.

For the Good of the Order:

Thom Jenrette shared he represented Medic One and want to give free CPR (compression only) classes at the community center. He wants to educate how to recognize the symptoms of strokes and heart attacks. All residents of Thurston County would be welcome. Rich asked about a defibulator in community center. BoT is looking into that.

V. ADJOURNMENT

- a. The meeting adjourned at 8:25