



BOARD OF TRUSTEES REGULAR MEETING MINUTES

ASSOCIATION NAME: Scott Lake Maintenance Company
DATE AND LOCATION: August 18, 2022 in the Community Center/via Zoom
CALLED TO ORDER AT: 6:00 PM by President Graham

ROLL CALL - BOARD OF TRUSTEES PRESENT:

Rich Graham – President	Members at Large
Eric Riffe - Vice President	Theresa Parsons
Judy Zygar - Treasurer	Marci Simmons
Jyll Jones – Board Secretary	Dane Johnson
	Mike Pierce
	Jim Hawkes - Absent

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

I. ADOPTION OF AGENDA

- a. Addition of two items: Addition of Guest Speaker – Thurston County Deputy Covlas
 - b. Eric present 2 roofing bids for community areas.
- Adoption of Agenda - Passed

Member Comments

Dave Tracy asked for free use of the Community Center to host a rummage sale with all proceeds to benefit Scott Lake Maintenance, either in the fishing derby or the HERS endeavor LED Reader board. Motion approved with amendment to ensure that SLAMs has certification of insurance.

Eric shared 2 estimates from roofing companies. Discussion on what those entails. Motion was made to accept Best Roofing contract – Cancelled. Dane did not agree and asked that we get a more detailed estimate from Best Roofing. Discussion around this subject. Amended motion that we accept Best Roofing estimate with a more detailed description, timeline, etc. Motion Passed, Eric abstained, and Jim Hawkes was not present.

Deputy Covlas answered some questions from the members.

Covenants update – Dane expressed concerns for what kind of procedure SLMC does not have in place to ensure that all the rules and regulations are met when allowing manufactured homes into the community. He will be taking lead on creating a list of what should be allowed or not. Eric asked if every single request was brought to the board for approval and Dane indicated yes.

Communication Committee – Dane motioned for Communication Policy, response to community and mission statement. Discussion ensued and Dane indicated that all policies should be approved by the board.

Dane indicated that the Communications Committee would like to have a central “clearing house” for all communication requests and established protocol. Amended motion to include that all policies be brought before the board. Passed with majority.

Financial Committee - Judy spoke about interviewing several bookkeepers and CPA’s. Judy presented a motion that SLMC hire a bookkeeper for 10 hours a month, for 6 months and then evaluate the need after that. Discussion about why a bookkeeper is needed for SLMC. Motion passed, with Dane and Marci nay on this motion. Motion passed with majority vote. Judy discussed her vision for a purchasing order form. A purchasing policy and purchasing forms is being worked on.

Water Committee – Theresa shared that they have received the water reserve study, the water committee needs to review. Still on track for the reservoir cleaning end of September or October 2022. Eric and Tom are working on liens and water policy. Rich asked if we could have the water policy ready for board review by September 1, 2022.

Governance Committee – Nothing to report other than still working on by-laws. Awareness of the community is needed to vote.

Parks and Recreation - Marci reported that she feels that signage will deter trespassing, vandalism, etc. Her committee will work on the resident parking passes and the policy that needs to be approved. Vehicle was discussed and basically agreed that a pickup truck was important for SLMC maintenance person to have. Discussion between diesel- and gas-powered vehicle. Eric motioned that SLMC purchase a vehicle with a \$25K budget. Motion passed.

For the Good of the order:

Discussion about a rat-infested home on 118th. What kind of forms need to be filled out for complaints? What can the board do about these kinds of issues. More discussion is needed on this issue. SLMC will send to homeowner.

Adjourned: 9:25 pm