

Collins Lake Community Club  
Monthly Board of Directors Meeting Minutes  
September 17<sup>th</sup>, 2017

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**Call to Order:** The regular monthly meeting of the Collins Lake Community Club Board of Directors was held on Sunday, September 17<sup>th</sup> 2017, at 2:00 P.M., at the Collins Lake Fire Station. The President being in the chair and the Secretary being present.

**Attendance:** Board members present were Jay Gutka, Loren Chilson, Dale Gadley, Ben Flanig, Ron MacDonald, Dave Thomas and Steve Dameron. Rachel Talbot was absent. 2 visitors were present.

**Approval of Minutes:** Minutes from the August 20<sup>th</sup> Board of Directors Meeting were sent to the Board members for review and are approved.

**Officer Reports:**

President: Nothing of note.

Vice President: Briefed the board regarding community beach repairs.

Treasurer: Absent

Secretary: Provided written report, reviewed communication log and covered the state of the PPM update.

Water Operations Manager: Overall water use is high due to warm weather and one member's inadvertent extreme use. We currently have 265 hour of runtime on our generator due to PUD3 maintenance. Once telephone jack has been installed at Well #3. One meter failed 3 weeks ago which will be replaced at our cost.

**Unfinished Business:**

1. Community Beach Repairs: The contractor has not contacted S. Dameron or J. Gutka regarding the North Beach repairs after providing a notional 2018 project start. There was a discussion regarding the material for grading the North Beach drive and obtaining additional bids due to the delays in starting the work
2. Key Bank Accounts: Due to not having all signatories present the CD discussion was tabled. Added the issue of our Safe Deposit box which we no longer have access to.

**New Business:**

1. L. Chilson motioned "To apply for a Mason County address for Pump House #1 property" and was seconded by D. Thomas. Motion passed unanimously. L. Chilson will forward the application to HOA-CS for payment and submittal to Mason County which will cost ~\$180.
2. Property Actions (information only)
  - a. Sales: D4L016
  - b. Liens applied: D1L020
  - c. Liens removed/validated clear: D2L016, D2L015

3. The board discussed owner held contracts and how to address delinquent accounts. Due to the nature of these contracts CLCC HOA is not a party of or has visibility as to terms. When an account goes delinquent the Owner of record per Mason County title records and the borrower (when not identified as the title holder) who resides on the property will receive all notices of delinquency, associated processing fees, assessments and NOIL. CLCC HOA will not address nor mitigate any issues regarding contract compliance. If CLCC HOA is required to confer with a Real Estate attorney this cost will also be passed on to the property owner per our Bylaws. D. Thomas will brief HOA-CS regarding D2L032, D4L032 and D4L034 action.
4. D1L050 request regarding shipping container residences. As this type of structure is considered a manufactured dwelling per state and county code the board determined that this type of structure would be subject to the same restrictive covenants as a manufactured home, where applicable, and the owner is also required to meet all County and State requirements for placing this type of structure on their property. B. Flanig will notify member.
5. Discussed a letter from Eli Robinson who is working with WSA Extension Mason County regarding septic system maintenance and education workshops. Due to the time of year and historical turnouts for "Community Meetings" the board will decline the offer to provide community training. B. Flanig will notify Mr. Robinson.
6. R. Dills resigned from the CLCC Board of Directors due to leaving the area. One vacancy exists.

B. Flanig motioned "To accept the slate of officers and directors as follows:

President: Dave Thomas, Signatory

Vice President: Jay Gutka, Signatory

Treasurer: Rachel Talbot, Signatory

Secretary: Ben Flanig, Signatory

Water Operations Manager: Loren Chilson

Director(s): Ron MacDonald, Steve Dameron and Dale Gadley"

And "Change signatories on all CLCC bank accounts:

Replacements: None

Additions: None

Removals: None"

And was seconded by J. Gutka. Motion passed unanimously.

7. L. Chilson briefed the board regarding the Mountain View LED light replacement. As the county changes out lights at the end of their useful life with LEDs we will save ~\$18/month on our current lighting costs.
8. Collins Lake is currently in phase 3 of high speed fiber installation. More information can be found on the PUD website and expected completion is early 2018.

9. L. Chilson briefed the board regarding a situation where he acted on behalf on the member to get action from Mason County code enforcement. Discussion covered past issues where due to the lack of a good point of contact we were not able to initiate code enforcement. We will be exercising this process on several problem properties.
10. B. Flanig briefed the board regarding 2018-2019 passes and obtained agreement that the passes will be in business card format and will continue to work with HOA-CS to distribute them in the most efficient and cost effective manner.
11. D. Thomas identified that several members have contacted him regarding lack of 2017-2018 billing. He provided HOA-CS contact information and requested they contact him if there is a delay in addressing their account balance.
12. There was a short discussion regarding recent break-ins and the importance of neighbors being vigilant and to notify the Sheriff's Department.
13. B. Flanig identified that the current process for providing members funding in advance for Board approved community project materials vice reimbursement after the member expends personal funds needs to be formalized in our PPM. D. Thomas will provide the process.

**Adjournment:** The next scheduled meeting will be a Board of Directors meeting on 10/15/2017. B. Flanig moved to adjourn at 2:48 PM and was seconded R. MacDonald. Motion carried unanimously.

Approved 10/15/17  
