

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES OF
LUDLOW MAINTENANCE COMMISSION, INC.**

Saturday, 15 September 2007– 9:00 a.m. – Bay View Room

Trustees: Vaughn Bradshaw, Ted Buehler, Ian Feltham, Stan Kadesh, Paul Moseley, Art Moyer, Jerry Nelson, Sonny Sanzaro, and Elizabeth Van Zonneveld.

President Bradshaw called the meeting to order at 9:00 a.m. and conducted roll call in Secretary Nelson's absence. As a standard practice, President Bradshaw announced he will abstain from voting unless there is a tie.

Agenda Changes: President Bradshaw made the following changes to the agenda: Ludlow Bay Village Appeal Status Report will be added to Unfinished Business as 6 (e). Discussion related to building/enforcement of two-storey homes and discussion related to LMC ownership of the bluffs in Area five (5) will be held during the ACC report. Potential agreement with the Voice will be discussed during New Business, item (e) – Establishment of Ad-hoc Committee – Voice Newsletter.

Approval of Minutes: The minutes of the Davis and Moseley/Buehler Appeals held on August 14, 2007 were unanimously approved as presented. The minutes of the regular meeting of the Board of Trustees on August 18 were unanimously approved as corrected. The executive session minutes of August 18 were approved as corrected by a majority, with Trustee Van Zonneveld opposed. Trustee Van Zonneveld made a motion that approval of the special board of trustee's minutes of August 30 be deferred to the October 2007 board meeting, to allow for adequate review time by the trustees. The motion was seconded by Trustee Feltham and unanimously approved. By a motion made by Trustee Feltham, seconded by Trustee Van Zonneveld, and unanimously approved, the executive session minutes of August 30 were deferred to the October 2007 board of trustee meeting. President Bradshaw abstained on all voting related to Approval of Minutes.

President's Report: President Bradshaw announced that all Trustee meetings are recorded. He further commented that pursuant to Policies and Procedures adopted by the board in 2001, LMC members in attendance may comment up to a five (5) minute period in response to committee reports, old business items and new business items. Any new business requests by members must be submitted in writing to the LMC Secretary no later than one (1) week prior to the monthly board of trustees meeting. This will allow the board members time to review and discuss the content of the submission.

Manager's Report – Brian Belmont

Mr. Belmont's written report is filed with these minutes. Questions and comments followed.

2007 LMC assessments remain at 99.6%., with \$3,990 remaining to be collected.

The Kehele Park tennis courts were resurfaced last week. One tennis court will be reopened on September 17. A net tensioner replacement has been ordered for the second court and it will be reopened as soon as the part arrives, probably next week.

Beginning September 17, 2007, the LMC maintenance staff will be pressure-washing and prepping the Bridge Deck for repainting, and on the 19th and 20th, weather permitting, the staff and any volunteers that want to be part of a painting party will prep and primer the building. Painting is scheduled for September 25-26, weather permitting. Volunteers are welcome and should contact Brian for scheduling of paint times.

Approximately 40 LMC members have requested receipt of the *LOG* by email, thanks in part to President Bradshaw's informative emails to the members.

Committee Chairs were reminded to send their monthly report to the board recording secretary, Carol Shamhart, at Shamhart@cablespeed.com.

COMMITTEE REPORTS:

Architectural Control – Veronica Ryan

Ms. Ryan's written report is filed with these minutes. Questions and comments followed.

Trustee Moyer questioned the enforcement of the LMC Regulation that covers the building of two storey homes in North Bay. Lengthy discussion followed. The previously discussed action plan of the Trustees was discussed. The matter will be referred back to ACC for clarification. Submission to the C&R Committee for review for consistency with the guidelines will be carried out in the near future.

Communications Committee – Barbara Berthiaume (interim chair)

Ms. Berthiaume's written report is filed with these minutes. Questions and comments followed.

In Ms. Berthiaume's absence, Communications Committee member, Bob Reasoner, read the report.

The Communications Committee recommended the trustees consider changing the monthly board meeting date to the second Saturday of each month, to correspond with the Voice deadline for articles. It was recommended the *LOG* be sent to LMC members three (3) times a year instead of quarterly.

LMC member, Helen Cotta, has requested her name be withdrawn as editor of the *LOG*.

Covenants & Regulations – Catherine Garrison (interim chair)

Ms. Garrison's written report is filed with these minutes. Questions and comments followed.

The next C&R meeting is scheduled for October 2, 2007, at the Bridge Deck.

Finance Committee – Bruce Pyles

The LMC Finance Committee held its regular monthly meeting on September 13, 2007. All members of the committee were present with the exception of Treasurer, Ian Feltham. Two members of the community were visitors.

There were no unusual expenses for the month of August and none are expected for September.

A different filtering system is being looked at for the indoor pool and the Finance Committee will be planning for that in 2008.

Taking inflation adjustment into consideration and that allowed in the LMC bylaws, the maximum amount of the 2008 annual assessment could be \$438.15, up \$16.44 from the 2007 assessment. The committee will go through the budget process before making a recommendation to the trustees for the 2008 annual assessment amount.

The August statement for the reserve fund was reviewed in compliance with the FC guidelines and procedures. Following review of LMC expenditures through August 31, 2007, it is expected there will be a reasonable surplus at the end of this year.

There were no member comments at the end of the meeting.

The next regular meeting of the Finance Committee will be held on Thursday, October 18, 2007, 9:00 a.m., at the Beach Club

Questions and comments followed.

Greenbelt Committee – Jack Rikken/Larry Scott

The Greenbelt Committee's written report is filed with these minutes. Questions and comments followed.

Trustee Van Zonneveld presented the Greenbelt Committee Report in the absence of the GBC co-chairs.

New GBC members Jimmie Hendricks and Skip Rasmusson were welcomed.

The GBC and Operations Committee are working together to develop the north end of Kehele Park (the strip of land that runs along Kehele Park up Pioneer Dr. to Harms Lane) as a natural and interpretative area that will include native plants and shrubs. The final proposal will be submitted to the LMC board when the OC and GBC have completed it.

Operations Committee – John Van Zonneveld

Mr. Van Zonneveld's written report is filed with these minutes. Questions and comments followed.

ACC has given their approval for the color and type of roof material to be used on the south end of the Beach Club and the Bridge Deck.

Due to an extended vacation, the LMC insurance agent has been unavailable for consultation regarding the previously made recommendation that a one million dollar liability insurance policy be required for renters of LMC facilities. This will continue to be investigated for later report to the board.

Following multiple meetings with parties interested in the LMC tennis courts, it was concluded a tennis survey was not warranted at this time. The OC tennis subcommittee is currently in the process of preparing a report to be presented to the board at the October board meeting.

Sharon Sorensen has resigned from the OC.

The OC Policies and Procedures have been completed and are presented today for board approval.

Private Property Tree Committee –

Eve McDougall has resigned as Chair of this committee. There is no membership at this time.

Lot Owners Association – Eve McDougall

No report

Condominium Associations - No Report.

Port Ludlow Village Council – Larry Nobles

Fun Fest begins today with 81 vendors. A proposed health clinic for Port Ludlow is moving forward and will be in the form of a modular structure in the village center. Harrison Hospital is willing to cooperate in this project and a meeting is scheduled to determine their level of cooperation.

Jefferson County Commissioners want to enact a clean water district and are proposing a tax of \$18 per parcel throughout the county. Problem areas are thought to be areas without sewer systems, namely Discovery Bay and surrounding homes with septic tanks. Call or email Commissioner John Austin to express concerns. A meeting to address this issue will be held on Monday, September 17.

It is recommended Port Ludlow residents check their 2007-2008 tax assessments with those of their neighbors. Several significant errors have been discovered.

Questions and comments followed.

North Bay Lot Owners Association – Lenetta Johnson/Penny Sanzaro

The NBLOA is looking into putting together a 2008 summer concert series on the lawn area behind the Beach Club. The bi-annual yard waste pick-up will be held Saturday, October 13, The Kids Club hosts movie night, on the odd-numbered Fridays of each month. The Children's Halloween Party is scheduled at the Beach Club from 7:00-9:00 p.m. on Wednesday, October 31.

Children are encouraged to trick-or-treat early, and then come to the party. A new editor is being sought for the NBLOA Bulletin.

The North Bay Art Group will hang a new exhibit on October 5. A reception for artists hanging in the new exhibit will be held in the Gallery on Sunday, October 7, from 1:00-3:00 p.m.

Beach Club Remodel Finance Ad-hoc Committee – John Van Zonneveld

Inactive at this time

Beach Club Remodel Ad-hoc Committee – Art Moyer

The committee considered two options. The smallest remodel consists of an eight (8) foot extension of the Bayview Room to the north, adding a new kitchen to the west, and removal of the Bayview Room posts. Drawings have been made and dimensions will be added before presenting the plan back to the committee. The electrical system throughout the building would be replaced. The separation between the Bayview Room and the lower level needs to be upgraded to get a two hour rating or installation of a sprinkler system throughout the entire building would be requires. Floor drains in the men’s locker room need to be replaced. Better ventilation is needed for the pump room and the downstairs corridor. Optional features would include an elevator, enlarging and improving the exercise room by volunteer help, and automatic dishwasher and other equipment for the kitchen. Drawings will be presented to the board in the near future.

LMC/PLA Coordinating Service Committee – Vaughn Bradshaw

Inactive at this time

CORRESPONDENCE:

Correspondence from Mr. Blair was received concerning an alleged hazardous tree. Brief discussion followed. Discussion was closed by unanimous vote of the trustees. By a motion made by Trustee Moyer, seconded by Trustee Buehler, and unanimously carried, the matter will be referred to the Operations Committee. President Bradshaw abstained.

Correspondence from Lani McCarry concerning a personnel matter will be discussed in Executive Session. Several emails received from LMC member Helen Cotta, will discussed in Executive Session.

UNFINISHED BUSINESS:

Legal Representation: Phone interviews have been conducted with three Seattle attorneys, one of which previously represented LMC. Lengthy discussion followed. Trustee Kadash made a motion that the interviewing committee set up an appointment in Seattle with the two attorneys who have the strongest background in community associations. The motion was seconded by Trustee Van Zonneveld. Trustee Sanzaro made an amendment to the Trustee Kadash’s motion that would include...and any/or anyone else who wished to travel to Seattle with the interviewing committee be allowed to do so. There was no second to the amendment. The motion carried by unanimous vote with President Bradshaw abstaining.

Private Property Trees Committee Chair – President Bradshaw announced he did not have an appointment for a committee chair at this time. Lengthy discussion followed. By a motion made by Trustee Buehler, seconded by Trustee Van Zonneveld, and carried by a majority with Trustees Sanzaro and Kadesh opposing, President Bradshaw will write to ACC Chair, Veronica Ryan. Ms. Ryan will be directed to proceed with the tree evaluations in their backlog pending the development of the Private Property Trees Subcommittee. President Bradshaw abstained.

Search for Volunteer Clerical Support for the Architectural Control Committee – Following lengthy discussion regarding the volunteer position for ACC clerical support, Trustee Buehler made a motion to offer the volunteer position to the party who has volunteered, for a three (3) month trial basis. The motion was seconded by Trustee Moyer. Further discussion followed, with General Manager Belmont pointing out that in the event the volunteer position did not work out, there would be no guarantee the LMC staff person currently doing this job would be available to resume the position. President Bradshaw called for an end to the discussion and it was carried by a majority vote with Trustee Moseley opposing. Trustee Buehler’s motion was unanimously passed with President Bradshaw abstaining.

Board Goals 2007-2008 – Status Report: Discussion was deferred to the board’s workshop.

Ludlow Bay Village Appeal Status Report: Trustee Van Zonneveld reported the mediator, Mr. Buck, had determined the parties were too far apart to proceed with mediation. The appeal process continues and the County has hired their appellant hearing examiner, Phil Albrecht. A preliminary hearing conference is being scheduled in the near future. Lengthy discussion followed.

NEW BUSINESS:

Establishment of Ad-hoc Committee – Disaster Preparedness: President Bradshaw recommended Bud Johnson, Dwayne Wilcox and Brian Belmont to serve on this committee, to coordinate with Tom Stone, the PLVC Disaster Preparedness Coordinator. By a motion made by Trustee Buehler, seconded by Trustee Van Zonneveld, the motion passed unanimously. President Bradshaw abstained.

Communication Committee Membership: Previously proposed member, Helen Cotta, has withdrawn her name.

LOG Newsletter Publication Frequency: A motion was made by Trustee Moseley to publish the *LOG* newsletter three (3) times a year instead of quarterly. Trustee Kadesh seconded the motion. The motion carried by a majority vote with Trustees Feltham and Sanzaro opposing. President Bradshaw abstained.

Operations Committee – Policies & Procedures: Trustee Kadesh made a motion to accept the Operations Committee Policies & Procedures as presented, seconded by Trustee Van Zonneveld. Discussion followed. Trustee Kadesh called for the question, President Bradshaw called for an end to the discussion and it was passed by at least a two thirds majority vote. The original motion passed by a majority vote with Trustees Moseley and Sanzaro opposing. President Bradshaw abstained.

Establishment of Ad-hoc Committee – Voice Newsletter: Deferred to the October board meeting.

Regular Board Meeting Schedule: Trustee Moyer made a motion to continue the monthly regular board meeting the third Saturday of each month. Trustee Feltham seconded the motion. Discussion followed. Trustee Sanzaro called for the question. A call by President Bradshaw to end the discussion was passed by at least a two thirds majority vote with Trustees Moseley and Buehler opposing. The original motion passed by a majority vote with Trustees Moseley and Buehler opposing. President Bradshaw abstained.

Kehele Park Signage: Trustee Moyer made a motion that signage be installed at three entrances to Kehele Park, to designate LMC ownership of the property and to forward the matter to the Operations Committee for exact location, wording and design. The motion was seconded by Trustee Feltham. Discussion followed. Trustee Van Zonneveld called for the question. The discussion was ended by at least a two thirds majority vote. The original motion was unanimous carried.

2008 Budget Needs: No action at this time.

Public Comment Period: President Bradshaw opened the floor for public comments. There was one comment made.

At 12:30 the Board recessed the meeting for a quick break and then reconvened at 12:37 p.m. to begin Mr. & Mrs. Jenings (7-0-014) appeal of an ACC decision.

President Bradshaw called the appeal hearing to order at 12.37 p.m. and explained the protocol for the appeal process. All Trustees with the exception of Trustee Nelson were present. The appellant was not present and there was no representative present for the appellant. President Bradshaw recused himself from voting in the matter but agreed to chair the appeal hearing.

ACC Chair, Veronica Ryan, queried the board as to who might recuse themselves and if anyone felt they could not hear the matter with an open mind. Because Trustee Sanzaro had been involved as a trustee liaison for ACC during the time this matter was underway, he recused himself.

Summary of Facts: Mr. and Mrs. Jenings were given ACC approval in early 2006 to repaint their home a color based on color samples submitted by them to ACC. The home was subsequently painted a color that did not match the color that had been previously approved. Numerous neighbors complained about the color of the home. Mr. and Mrs. Jenings were notified in September 2006 that they needed to submit a new application and paint color. Mr. and Mrs. Jenings refused to repaint their home or submit their new paint color choice to the ACC. Multiple correspondences took place from September 2006 until July 2007, at which time the Jenings informed ACC they were going to file an appeal.

Ms. Ryan discussed and answered questions from the trustees.

Appellant presentation followed with President Bradshaw reading the Jenings' letter of intention to appeal dated July 21, 2007. In this letter, Mr. Jenings presented his views on the matter and his rationale for not wanting to repaint his home.

Response to Mr. Jenings' letter by Ms. Ryan followed.

Discussion and questions from the Trustees followed.

The Trustee recessed to Executive session at 1:20 p.m., to deliberate the matter.

The Jenings appeal hearing reconvened at 1:48 p.m.

Trustee Kadash made a motion that the board uphold the decision of the ACC. The President is directed to send a letter to the homeowner so indicating and to reiterate the options listed in the June 22, 2007 letter to Mr. Jenings. The motion was seconded by Trustee Van Zonneveld and carried by a majority with Trustee Buehler abstaining.

The appeal hearing was completed at 1:57 p.m. By a motion made by Trustee Kadash, seconded by Trustee Van Zonneveld and unanimously carried, the trustees recessed to Executive Session to discuss personnel matters. President Bradshaw abstained.

The trustees reconvened from Executive Session at 2:36 p.m.

By a motion made by Trustee Kadash, seconded by Trustee Moyer, President Bradshaw is directed to write a letter to Lani McCarry advising her that her letter dated September 15, 2007 has been received, its contents duly noted, and appropriate action has been taken. The motion carried by a majority vote with Trustee Moseley opposed. President Bradshaw abstained.

The meeting was adjourned at 2:40 p.m.

Respectfully submitted,

Jerry Nelson, Secretary
Ludlow Maintenance Commission, Inc.

Prepared by Carol Shamhart
LMC Recording Secretary

LMC Standing Committee Reports:

Manager's Report:

The Trustees have been provided financial statements for August 31, 2007. Are there questions that I can answer pertaining to those reports? Year-to-date we have collected 99.6% of the invoiced 2007 annual assessments. There has been no change in our assessment collection since last month. We have 5 properties with outstanding assessment balances that, with late fees, total approximately \$3,990.

The Kehele Park tennis courts were resurfaced last week. The courts will open for play on Monday, September 17. One of the net tensioners is broken, a replacement has been ordered. If it hasn't arrived in time only one court will be playable on Monday.

The Washington State Chapter of Community Associations Institute (CAI) has an annual event called CA Day. This year the event is scheduled for Saturday, September 22 at Meydenbauer Center in Bellevue. Elizabeth Van Zonneveld, Stan Kadesh and I are registered but unfortunately Elizabeth won't be able to attend because she has family business that will take her out of state. Although we can't get a refund of her registration fee we can send a substitute in Elizabeth's place. Is there a Board member that is interested in attending next Saturday?

On Monday, September 17, LMC staff will pressure wash the Bridge Deck building. Then on the 19th and 20th, weather permitting, staff and volunteers will prep and primer the building. Again weather permitting staff and volunteers will paint the Bridge Deck on the 25th and 26th. If members wish to assist on this project contact me for additional information.

Due in large part to our president's email notice, we now have 40 households that have asked to receive the LOG via email rather than by bulk mailing.

I would again like to ask the committee chairs to submit their board reports to our recording secretary, Carol Shamhart, electronically via email. If you don't have Carol's email address see me and I will provide it to you. Carol Shamhart (shamhart@cablespeed.com)

ACC:

Since the last LMC meeting, the committee met twice. Nineteen requests have been approved, including one new house, one garage, one fence extension, two roofs, seven tree removals and seven repaints. One tree removal and one fence were denied.

We currently have eleven pending requests (one revision to new house construction, three fences, one deck, one house remodel, and five tree removals.

The ACC is working with the CC&R on Policies & Procedures for the new Private Property Trees service committee.

Houses under construction are being monitored. Reported violations are getting addressed.

The next scheduled ACC Meeting is at the Beach Club on September 24 at 3:30 p.m. and is open to the public.

Veronica Ryan, Chair
Architectural Control Committee (ACC)

Communications Committee:

The Committee was asked to review best use of money in communicating with LMC members. It was unanimously decided the **recommendation to the board is that the best use of money would be to continue support of the Voice by the LMC for the following reasons:**

- It provides a valuable service in giving comprehensive coverage of community activities and events.
- It promotes community involvement and is an efficient way to pool resources and volunteers.
- It allows the LMC to participate as a member of the Port Ludlow community.
- It is seen as an asset by realtors in introducing Port Ludlow to potential buyers, which in turn helps LMC property values.
- It is valued by a majority of LMC residents as an important communication tool.

Barbara Berthiaume spoke with Sally Osborn regarding the history of the Log and she forwarded past minutes of the Communication Committee. Sally suggested that from her experience, the Log is best done 3 times a year instead of quarterly. The Spring/Summer edition can be combined due to the heavy summer activities that volunteers encounter which makes the summer edition difficult to compose. Again, we would like to thank Sally for her time and dedication to insure continuity.

Helen Cotta was invited to attend the meeting as she had expressed interest in editing the Log. At this time, Helen has asked for her name to be withdrawn so we are still looking for an editor. David Goudie has volunteered to do the layout.

Amy Recth announced that she will be leaving the area in the very near future so will have to resign her position on our committee. As she is also the LOA Bulletin editor, there will be changes that we need to note in regards to communication with LMC members. We would like to thank Amy for the wonderful job she has done in editing the Log and her valuable input on the Communications Committee. She will be missed and we wish her all the best.

Our committee is working on editorial guidelines for the Log **and recommends to the board for consideration that the Log come out 3 times a year instead of 4.**

It was noted that past LMC meetings were held the second Saturday of the month, which allowed timely LMC news to be covered by the Voice. **The committee recommends that the LMC board reconsider meeting the second Saturday again as it will enhance the timeliness of information that goes into the Voice.**

The North Bay Editor to the Voice, Barbara Berthiaume, noted that her experience with the Voice has been one of co-operation, helpfulness, and an eagerness to make sure that as much North Bay news gets published as possible. To date, we have always had 2 pages unless there is not enough information coming from North Bay. North Bay board members and groups are encouraged to report any activities that are of interest to the community.

The following is the schedule for the remainder of the year:

***Mon. Sept. 24th** at 4 pm to 6 pm
 Wed. Oct 24
 Wed. Nov. 21
 Wed. Dec. 19

*Change is due to many members unable to attend regularly scheduled meeting Sept. 19th

Thank you,

Barbara Berthiaume, Interim Chair
Communications Committee

CRC:

The Covenants and Regulations Committee met on Tuesday, September 4.

The committee was joined by members of the Architectural Control Committee and the Operations Committee. The group reviewed all references in the governing documents relating to trees with the objective of ensuring that all regulations are consistent and are administered by the appropriate committee. We will have recommendations for minor amendments in the near future. One of the amendment recommendations will be to move the newly adopted regulation to Regulation II where it will be under ACC authority.

The group did a line-by-line review of the Trees and Views on Private Property regulation and the board-adopted Operations Committee guidelines for evaluating and enforcing regulations regarding tree issues.

A sub-group consisting of Brian Belmont, Veronica Ryan, Catherine Garrison, Bill Hubbard and Carol Shamhart will meet on Tuesday, September 18 at 9:00 a.m. to begin writing policies and procedures for the enforcement of the Trees and Views on Private Property Regulation. We all agreed that this work needs to be accomplished as quickly as possible and we will devote our time and energies to this task for the next couple of months.

The next meeting of the Covenants and Regulations Committee will be October 2 at 9:30 a.m. and we'll meet in the Bridge Deck.

Catherine Garrison, Interim Chair
Covenants & Regulations Committee

Finance Committee: Not submitted as of September 21.

Greenbelt Committee:

The Greenbelt Committee (GBC) met on Friday, September 7, 2007, rather than on its regularly scheduled meeting date of Tuesday, September 11, 2007, to accommodate GBC member availability. Currently there are 24 open requests to the GBC for tree removal or utility easement. Other items of discussion at the meeting included the decision to remove the Spruce tree at the corner of Baldwin and Oak Bay Road and a proposal for developing the north end of Kehele Park property as a natural area.

The GBC welcomed its two newest committee members, Jimmie Hendricks and Skip Rasmussen and revised GBC member assignments to more evenly distribute the workload of the committee's members.

The GBC reviewed the arborist's analysis report of the health and condition of the large Spruce tree at the corner of Baldwin Lane and Oak Bay Road and regretfully concluded that this tree needs to be removed. Although there is some potential that this tree could eventually recover its health from the damage resulting from the previous installation of the adjacent drainage ditch, it was concluded that because of the continuing deterioration of a main anchor root on the windward side of the tree that the tree poses a serious potential hazard to traffic on Oak Bay Road during a period of high winds from the Southeast. There is no recovery for this structural flaw.

A proposal was discussed by the GBC to develop the north end of Kehele Park as a natural area that will include native plants and shrubs identified on the GBC list of recommended plants. The proposal will be submitted as our recommendation to the Operations Committee for the cooperative project between the two committees agreed to earlier this year. Our proposal will also utilize the talents and knowledge of the County office of the WSU extension organization in helping us to identify location and arrangement of the trees and shrubs for a possible community work party to be organized by the Operations Committee. The final proposal will be submitted to the LMC board by the Operations Committee for approval when the plan is completed.

Discussion opened on developing our budget needs for the coming year for submittal to the board for approval. During the coming report period we will be considering our needs and working to identify specific tasks within the Greenbelt areas for completion during the coming year. We will complete our budget request for submittal to meet the schedule request of the LMC board chairman.

Other work of the Committee during this reporting period has involved monitoring work activities of approved requests, contacting current requesters to update status of approved requests and confirming replanting plans for this fall and winter

Larry Scott/Jack Rikken
GBC C-Chairs

OPERATIONS:

Two major items of LMC interest were discussed at the committee meeting,

- a) The continuing challenge of the use of LMC tennis courts and
- b) Policies and procedures to be defined for the operations committee.

Item 1.

The Bylaws of the Corporation state in Article V, Section 1, item C, say

1. The LMC Operations Committee shall monitor the operation and maintenance of all building, grounds, and physical facilities of the corporation, except those undeveloped greenbelt areas managed by the Greenbelt Committee.

2. Monitor the use of all facilities by members and authorized guests.

3. Recommend policies and rules of use to the Board of Trustees. Guidelines and procedures for functions 1,2 and 3 shall be promulgated by the Board of Trustees from time to time as provided in Regulation IV - LMC Facilities.

4. Monitor compliance and institute enforcement procedures related to Regulation I, Land use, as promulgated by the Trustees.

The committee feels we can assist the Board in the consideration of policies for the use of LMC tennis courts. If the board so desires, we are prepared to work on this issue and bring recommendations back to the board. The Operations Committee would create a sub-committee for this purpose.

The members of this sub-committee would be Jerry Nelson, Stan Kadesh, Eve McDougall, Teddy Clark and John Van. The Committee respectfully asks the Board's approval of this action.

Item 2.

Manager Brian Belmont brought an initial proposal draft for Operations Committee policies and procedures. Some changes and additions were recommended and the creation of a series of letters was discussed. A potential division of the North Bay into sections to be checked by groups of at least 2 committee members was analyzed. The committee has been reactive in its work, basing actions on incoming complaints. We propose to become proactive keeping in mind that we are standing committee created to serve the LMC membership.