



**WEBSITE COPY  
for  
REGULAR BOARD MEETING**

**April 18, 2020**



**LAKE ALMANOR**  
**COUNTRY CLUB**  
**BOARD OF DIRECTORS MEETING**  
**APRIL 18, 2020 – 8:30 AM – VIRTUAL MEETING**

<b>PUBLIC AGENDA</b>	<b>PAGE</b>
1. Call to Order – (8:30 am)	
a. President’s Report (establish quorum)	
2. Member Comment (8:32 am) Limited to a maximum of 3 minutes each	
3. Secretary’s Report (8:40 am)	1-6
a. Approve Minutes, March 21, 2020 Regular Meeting	1-4
b. Approve Minutes, March 21, 2020 Executive Session	5
c. Secretary will read a statement	6
4. Correspondence (8:45 am)	--
5. Financial Reports/Financial Highlights (8:50 am)	Previously Delivered Electronically
a. Approve March 2020 and 2019 Year-End Financial Summary	
6. Committee Reports (9:15 am)	7-15
a. Architectural Committee                      Activity Report	7 -8
b. Clubhouse Committee                              No Activity	9-10
c. Election Committee                                      No Activity	--
d. Employee 401k Investment Comm.              No Activity	--
e. Finance Committee                                      No Activity	--
f. Firewise Committee                                      Activity Report	11-13
g. Golf Committee    No Report	--
h. Long Range Planning Committee              No Report	--
i. Music Program    No Report	--
j. Nominating Committee                                  Activity Report	--
k. OHV Committee    No Report	--
l. Personnel Relations Comm.                      No Report	--
m. Pickleball Committee                                  No Report	--
n. Security Committee                                      No Report	14-15
o. Tennis Committee    No Report	--
7. General Manager’s Report (9:20 am)	16-17
8. Unfinished Business (9:30 am)	--
9. New Business (9:35 am)	18-19
a. 2019 Audit Report	--
b. 2019 Tax Return	--
c. 2019 Surplus Revenues to Contingency	18
d. Contingency Account – Move to Edward Jones	19
10. Executive Session (10:00 am)	

**NOTES**

LACC BOARD OF DIRECTORS MEETING OF:

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SUGGESTIONS-COMMENTS-ISSUES

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If you wish a call, please fill in your name and telephone number and we will call you. It is a goal of this Board of Directors to improve communications.

\_\_\_\_\_  
NAME (Optional)

\_\_\_\_\_  
TELEPHONE NO (Optional)

### 3. SECRETARY'S REPORT

**Lake Almanor Country Club  
Board of Directors  
Meeting Minutes  
March 21, 2020**

**DRAFT**

Board Vice President, Steve Fleming, called this duly noticed regular meeting of the Lake Almanor Country Club Board of Directors to order at 8:30 am at the Administration Building Conference Room. There was a quorum present with President, Jim Craig (via conference call), Treasurer, Ed Organ, Secretary, Ruthie Hinman (via conference call), and Directors Doug Bui (via conference call), Dale Kiriaze and Rich Rydell (via conference call) in attendance. Also, present was General Manager and Recording Secretary, Scott Devereaux.

**VICE PRESIDENT'S REPORT:**

Fleming noted the change in location and lack of audience members was a result of the state's stay at home mandate. He indicated that members were able to watch the meeting via the Go-To-Meeting video feed that we now have, that highlights of the meeting would be posted on the NABR Network and that several agenda items were being delayed.

**MEMBER COMMENT:**

There were none.

**SECRETARY'S REPORT:**

Fleming made a motion to approve the minutes of the January 18, 2020 Board of Directors regular meeting. Organ seconded the motion which passed unanimously. Organ made a motion to approve the minutes of the February 15, 2020 Board of Directors special meeting. The motion was seconded by Kiriaze and passed unanimously. Devereaux noted that there was no executive session for either date.

**CORRESPONDENCE:**

Devereaux noted that letters of thanks had been received from the Peninsula Fire District (Crab Feed), an employee (holiday bonus), Chester High School (sober grad donation) and the Almanor Fishing Association (donation).

**FINANCIAL REPORT:**

Organ noted that the association's cash position remains healthy due to the good year we had in 2019. He also noted that net operations were \$34,000 ahead of the budget for the first two months of the year and that the Food & Beverage department had a net profit of \$1,400 for the first two months. Organ made a motion to approve the financial statements for the months of January and February which were previously reviewed by all Directors. Kiriaze seconded the motion which passed unanimously.

## **COMMITTEE REPORTS:**

No verbal reports were given as committee chairs were not in attendance.

## **GENERAL MANAGER'S REPORT:**

Devereaux noted that his written report was in the Board packet. In addition, he reported that the Firewise Committee was working on emergency "to-go" bags, that the emergency sirens for Peninsula Fire were on-site and waiting approval of a license from PG&E and outlined the steps the association was taking relative to the COVID-19 virus.

## **UNFINISHED BUSINESS:**

### **OHV Committee Recommendations**

Fleming noted that the committee's recommendations were included in the Board packet in the form of a power point presentation. Further discussion of this matter will take place later after input from the LACC attorney.

### **Clubhouse Improvements**

Devereaux reviewed a proposal for design phase that had been submitted by MWA Architecture noting that the cost was well within the range discussed by the Board at the January Workshop.

Bui made a motion to authorize staff to execute an agreement with MWA for the starting design phase for possible improvements to the Clubhouse for a total cost not to exceed \$30,000. Fleming seconded the motion which passed unanimously.

### **Community Enhancement Assessment**

This item was postponed to a later date so the General Manager and attorney could propose new language.

## **NEW BUSINESS:**

### **Lake Water Quality Fund Transfer**

Devereaux indicated that \$5,400 had been identified in the 2020 budget for the lake; \$2,000 to the testing group and \$3,400 to be put away for future use as was done last year.

Organ made a motion to authorize staff to transfer \$3,400 out of the 2020 budget line item of lake/water quality into the Lake Water Quality Fund. Kiriaze seconded the motion which passed unanimously.

### **Collections – File Lien and Foreclose**

Fleming noted that some of the accounts on the list were making payments and filings would only be made against them if they stopped making their scheduled payments. Devereaux noted that the number of old delinquencies was continuing to drop.

Craig made a motion to grant authority to staff to forward the attached delinquent accounts to our collection firm with the specific intent of starting the process of securing a lien against the member's property as well as continue the process of foreclosure for members that continue to be delinquent. Organ seconded the motion which passed unanimously.

### **Roadway Clearing**

This item was postponed while noting that a team would be walking Peninsula Drive to outline a plan for vegetation removal as soon as the weather improved.

### **Welcome Wagon Committee**

This item was postponed to a later date.

### **Properties/Facilities/Equipment Committee**

This item was postponed to a later date.

### **2020 Elections – Set Record Date**

Devereaux noted that the Board needed to establish a record date for the upcoming Board elections to determine who would be eligible to vote.

Fleming made a motion to set May 8, 2020 as the record date for members to be able to vote in the upcoming elections for the Board of Directors. Organ seconded the motion which passed unanimously.

### **FMLA Policy**

Devereaux indicated that Valerie McCormick continues to review employee policies which the Board needs to adopt.

Fleming made a motion to adopt the Lake Almanor Country Club Family and Medical Leave Act Policy as contained in the March 21, 2020 Board packet. Craig seconded the motion which passed unanimously.

### **Service Award Policy**

Staff recommended the creation of a service award policy as a way to reward employees for reaching certain employment longevity and aid in our retention efforts. Organ raised concerns with the amount of the rewards and asked if the amounts could be cut in half. Devereaux indicated they could. Kiriaze objected to the entire concept indicating that employees already received two holiday bonuses each year.

After a general discussion, Fleming made a motion to adopt the Employee Service Award Policy outlined in the March 21, 2020 Board packet. Rydell seconded the motion which passed 5-2 (Organ, Kiriaze).

### **Company Vehicle Policy**

Another policy recommended by staff to formalize employees use of a company vehicle. Organ and Kiriaze indicated they were against the concept of having company vehicles at all. Devereaux indicated that the Security Manager had one on-site to deal with off-hour emergencies, that one of the maintenance managers had one as part of his compensation package and that the Golf Superintendent had one for after hour emergencies related to the irrigation system.

After a general discussion, Fleming made a motion to adopt the Company Vehicles Policy as contained in the March Board packet. Bui seconded the motion which passed 5-2 (Organ, Kiriaze). Organ asked the General Manager if he could negotiate with the maintenance manager and superintendent to increase their salary and eliminate the company vehicle.

**2021 Budget Development**

Devereaux indicated that this was for information only and was so that Directors could see the important dates for the development of next year’s budget. He indicated that the schedule was similar to previous years with a break toward the end so that the General Manager could attend the CAI Large-Scale Conference.

**Bank Signers**

Devereaux indicated that with the departure of a staff member, new signers need to be authorized for our various bank and financial institution accounts.

Fleming made a motion to establish Steve Fleming, Ed Organ and Scott Devereaux as authorized signers on any and all LACC accounts. Craig seconded the motion which passed unanimously.

**401K Plan Trustee**

Devereaux noted that we needed to appoint a new trustee to the employee 401K plan based on an employee departure.

Fleming made a motion to authorize Valerie McCormick to act as a trustee, along with Scott Devereaux, for the Lake Almanor Country Club 401(K) Profit Sharing Plan. Organ seconded the motion which passed unanimously.

This meeting adjourned at 9:31 am with an executive session to follow. The next regular meeting of the Lake Almanor Country Club Board of Directors is scheduled for April 18, 2020 at a location to be determined.

Respectfully submitted,  
Scott G. Devereaux  
Assistant Secretary

Approved:

\_\_\_\_\_  
Ruthie Hinman, Secretary



At the March 21, 2020 Board of Directors Executive Session meeting, the Board dealt with one member appeal and one personnel matter.

## 4. CORRESPONDENCE

## 5. FINANCIAL REPORT

Board Members should  
have reviewed the  
financial statements in  
the portal on the  
website.

## 6. COMMITTEE REPORTS



**ARCHITECTURAL REVIEW COMMITTEE**

Lake Almanor Country Club  
 501 Peninsula Drive  
 Lake Almanor, CA 96137

COMMITTEE ACTIVITY REPORT – MAR 2020

Board of Directors  
 Lake Almanor Country Club  
 501 Peninsula Drive  
 Lake Almanor, CA 96137

Dear Board Members:

ARC activity for MAR 2020 Year to Date, is as follows:

	<u>PRIOR</u>		<u>2020</u>	<u>PRIOR YR</u>
	<u>MO</u>	<u>MAR</u>	<u>YTD</u>	<u>YTD</u>
Variances Reviewed and Approved:	1	0	1	1
Variances Reviewed and Denied:	0	0	0	1
Plans for Permit to Construct Reviewed & Approved:	4	4	8	9

	<u>PRIOR</u>		<u>2020</u>	<u>PRIOR YR</u>
	<u>MO</u>	<u>MAR</u>	<u>YTD</u>	<u>YTD</u>
New Homes (including Guest Homes)	1	1	2	1
Large Additions	0	0	0	1
Separate Garages, Minor Additions, New Driveways	2	0	2	1
<u>Other: Septic Systems, Trams &amp; Miscellaneous</u>	<u>1</u>	<u>3</u>	<u>4</u>	<u>6</u>
<b>TOTALS</b>	<b>4</b>	<b>4</b>	<b>8</b>	<b>9</b>

Respectfully submitted,  
 Architectural Review Committee

Cliff Shelton  
 Chair  
 cc: ARC Members

**COMMITTEE ACTIVITY REPORT – MAR 2020**

Attachment

**Plans for Permit to Construct:**

931 LASSEN VIEW DR	DECK
611 E BURNT CEDAR RD	NEW HOUSE
1119 CLIFFORD DR	DECK REPLACEMENT
1020 TIMBER RIDGE RD	DECK REPLACEMENT/ADDITION

**Clubhouse Committee Meeting Minutes**  
**Thursday, March 12, 2020, 3:00 PM**

**I. Called to order** at 3:00 PM

**II. Motion** was made by Kristy Cox and seconded by Gary Hobbs to approve the Minutes of February 13, 2020 as presented.

**III. Old Business:**

A. Putt-Putt Contest: Saturday, February 29, 2020: Potluck. Lead: Scott Devereaux and Mike Stebbins

1. How did it go? Shotgun start with only six attempts, which kept the flow of play.
2. Have the event again next year? Yes!
3. Profit \$54.00
4. Twenty-seven people participated at all skill levels
5. The holes were creative and well done!
6. No children
7. Bar was packed, a lot of potluck items, and people joined the social and potluck—even if they did not play
8. Suggestions for next year: Maybe have more holes. We could have adults inside and children outside. Give people written instructions and have them start as soon as they arrive.

B. St. Patrick's Potluck: Saturday, March 14. Starts at 5:00 PM.

1. Volunteers to cook corned beef and cabbage: Joanne Ness, Diane Rudgers, Cheri McCrimmon, and Mark Ottenwalter is cooking five.
2. Joanne has ordered 2 dozen Irish soda muffins.
3. Jessie King is making stew.
4. Cheri McCrimmon is making lasagna.

C. Children's Easter Egg Hunt: Saturday, April 11, 2020. Start hunt at 1:00, and games start at 2:00.

1. Mike Stebbins confirmed bar will open at 1:00
2. Jenny Reynolds can help with set up and logistics. Kristy Cox has volunteered to be lead contact.
3. Terianne Bottomley will have Bunny Putt-Putt 4 holes (1, 2, 4, 9), and other games for the kids
2. Children will be placed away from the windows. Maybe on the grass area near the golf cart parking area

D. Welcome Back Dinner/Dance: Hawaiian theme on Saturday, May 16, 2020.

1. Joanne Ness will be lead contact
2. Hawaiian pulled pork with jasmine rice, grilled vegetable kabobs, fried pineapple with vanilla ice cream and toasted coconut
3. Tickets will be sold at \$25.00 per person (including tax and tip)
4. Napkins and table clothes both white

E. Chuck Wagon Dinner/Dance: Saturday, September 12, 2020. Will be held at Clubhouse.

1. We need volunteer to be lead person—who might be Sharron Ames
2. Kristy Cox has volunteered to help
3. Is it possible to have outside at barbecue area? Will Jason cook on outside barbecue?



4. If needs to be inside -- last year we had 80 and max was 90. If we use overflow room, we can have more in attendance.
  5. Suggested menu: Chicken, ribs, corn, Apple Betty
  - F. Golf Cart Scavenger Hunt: Sunday, September 20, 2020.
    1. Donna Kennedy and Joanne Ness will be lead contact
    2. Carolyn Keaveney, Sharron Ames and David Landeck volunteered to help
  - G. Chamber Casino Night scheduled for March 7, 2020 was canceled due to too many events the same day and ticket sale issues.
    1. Joanne Ness will contact Susan Bryner for information about tables, dealers, chips, prizes, etc. for possible Clubhouse Committee Casino Night next year.
    2. Ask Elks Lodge about possible equipment.
  - H. Children's outdoor putt-putt?
    1. See how April 11, 2020 Children's Bunny Putt-Putt goes before planning for summertime this year or put on schedule for next year?
    2. Children will be placed away from the windows. Maybe on the grass near the golf cart parking area.
  - I. Clubhouse - update on improvements/renovation of clubhouse.
    1. Scott discussed at coffee with the manager
    2. \$21,600 estimate for starting design phase with MWA Architecture, Truckee.
    3. Plans will be posted on-line and posted at the Clubhouse
- V. New Business:**
- A. New ideas/suggestions for events?
    1. Soup night—instead of chowder cook-off.
      - a. It will be run similar to the chowder cook-off
      - b. We need electrical fixed in clubhouse so we can have more entries
    2. Paint and Wine
      - a. Suggested date Sunday, October 11, 2020, 1:00-5:30.
      - b. Need an invoice from the artist/teacher
      - c. Need a lead person to help the artist/teacher complete paperwork
      - d. Only 15 max
    3. Wine & appetizer pairing
      - a. Possible date Sunday, September 27th or first part of October.
      - b. Sharron Ames will check with wineries: Hickman, Spencer Shirey.

**VI. People in attendance:** Joanne Ness, Gary Hobbs, Diane Rudgers, Jessie King, Carolyn Keaveney, Margo Ormiston, Sharron Ames, Cheri McCrimmon, and Kristy Cox.

**VII. Meeting adjourned** at 4:06 PM

**VIII. Next Meeting:** Thursday, April 9, 2020, 3:00 PM, at Clubhouse

## 2020 Appendix to 2016 LACC CWPP

### Develop an Action Plan and Assessment Strategy:

The LACC Firewise Committee has updated the plan and projects to reflect the work and actions taken over the past 5 years since the Community Wildfire Protection Plan was formed.

The following table describes these plans, projects in order of priority:

#### Task:

- 1) Fuel Removal along road and utility right of ways throughout the community, and maintenance of the common area.
  - a) Action: Hand thinning, chipping or removal of materials, removal of 10-15 large hazard trees per year along ROW, starting with two emergency evacuation routes.
  - b) Partners: LACC maintenance staff or local contractors
  - c) Funding: LACC general funds allocated to Firewise maintenance, seek grant funds.
  
- 2) Education efforts and activities for LACC members regarding fuel reduction/property maintenance.
  - a) Action: Train member volunteers to be defensible space consultants to members for hazardous fuel reduction on landowner properties. Give presentations on emergency preparedness and conduct emergency evacuation drills. Sell Go Bags to members.
  - b) Partners: LACC Board of Directors, Plumas Co. Fire Safe Council training, Peninsula Fire Protection District
  - c) Funding: Use allocated funds to purchase Go Bag items to sell.
  
- 3) Develop a Community Green Waste Program.
  - a) Action: Use chipping program to dispose of collected green waste from ROW fuel removal.
  - b) Partners: LACC maintenance staff or local contractors.
  - c) Funding: Free chipping program, LACC maintenance budget.
  
- 4) Better define hazardous fuels abatement regulations.
  - a) Action: Continuing education of members through newsletter, website, town hall meetings.
  - b) Partners: CAL FIRE, Peninsula Fire District, NFPA FireWise USA.
  - c) N/A
  
- 5) Identify enforcement gaps and work with partner agencies to develop new enforcement tools as needed to maintain fire safe conditions on all properties.
  - a) Action: Stay current with partner agencies and insurance requirements and inform membership.
  - b) Partners: Plumas County, LACC Board of Directors, CALFIRE, Peninsula Fire Chief.
  - c) Funding: N/A

- 6) Thinning on developed and vacant lots in LACC that have been identified as out of compliance.
  - a) Action: LACC/Peninsula Fire District/CAL FIRE identifying lots out of compliance, notifying owners, follow up processes, if needed, hand thinning of small conifers and brush, removal of ground fuels.
  - b) Partners: Hire contractors, LACC maintenance staff.
  - c) Funding: Landowners responsibility; LACC enforcement.
  
- 7) Develop LACC wide timber harvest plan with interested landowners
  - a) Action and Partners: Hire registered professional forester, licensed timber operator, develop purchase agreement with Collins Pine.
  - b) Funding: SRA funds
  
- 8) Fuels reduction on private land north of LACC. Grant applications continue. LACC Board has set aside the funds for shaded fuel break portion along our boundary.
  - a) Action and Partners: Working with Plumas County Fire Safe Council
  - b) Funding: possibly CalFire funds in the fall

## Julie Orloff

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**From:** rjmacar@frontiernet.net  
**Sent:** Tuesday, April 7, 2020 1:36 PM  
**To:** ar@lacchoa.com  
**Subject:** Firewise report  
**Attachments:** CWPP 2020 update.docx

As required, the Firewise committee has updated the LACC Community Wildfire Protection plan and are submitting it to the Board as an appendix to the original CWPP for comment and adoption. Please see the attachment.

Due to the lockdown/shutdown we have put on hold the selling of the Go Bags which have all been assembled and ready to go.

We are waiting for the wet weather/snowfall to let up before doing the right of way marking on Peninsula Drive, hopefully soon, to prepare for the thinning of hazardous fuels along the roadway.

Thank you,

Barbara MacArthur

Firewise committee chair

## Security Activity Report for March 2020

For the month of March 2020, Security patrolled 2861 miles inside of LACC and recorded 107 miles traveling to town (bank deposits).

We responded to one call of Sheriff assist for BOLO for suspicious vehicle, one incident involving ICE Agents arresting resident for Immigration violations.

Responded to two alarm activations: False alarm- contractor entering house., one residence smoke alarm-code 4.

Provided assistance to citizens on four occasions: Check house for H2o leaks, turn on water, house check, stuck vehicle.

Attempt to contact two residents: trees on garages from storm.

Responded to three medical/fire calls: 10-44, medical, propane odor.

One response for open burning issues: informed of rules.

Three instances of dogs off leash in Recreation areas, two dogs at large.

Performed 27 deliveries of paperwork, deposits, and packages.

Warnings issued for tailgating through gate, parking in R/W, blocking parking at sled hill.

One contractor violation- Parking in R/W.

Operating under Covid-19 restrictions, operations severely curtailed.

Respectfully submitted, Tom Gaither-Director of Security

To: LACC Board of Directors For the month of MARCH 2020 From: Tom Gaither-Director of Security  
 SECURITY ACTIVITY REPORT

Activity	Unit #15: 695	Unit #16: 1778	Unit #17: 495	Total Miles= 2968	Comments: MINUS 107 MILES OUTSIDE LACC
	#	#	#		
Burglary					
Break Ins					
Suspicious Circumstances	1				ROBE Y
Petty Theft					
Prowler					
Vandalism/Damage to entry gate					
Trespassing					
Sheriff Assist	11				LOOK FOR VEHICLE - POSD, ICE OPERATION - SUSPECT IN CUSTODY
Malicious Mischief					
Domestic Violence					
Disturbing the Peace					
Unfounded Complaint					
Civil Matter					
Welfare Check					
Citizen Assistance	11				CHECK HOUSE FOR H2O LEAKS, TURN ON WATER, HOUSE ONE, STAKE VEHICLE, CAR, HOUSE
Unsecured Premises					
Attempt to Contact	11				TEEP IN GARAGE
Lost/Found Property					
Traffic Violations					
Traffic Warnings					
Traffic Accidents					
OHV Violations					
Golf Cart Violations					
Broken Water Pipe					
Fire/ambulance Calls	11				PROPANE ODOR, PROPANE ODOR, MEDICAL, 10-44
Open Burning Calls	1				INFORMED OF RULES
Road Hazards	11				CABLE LINES KNOCKED DOWN, POWER LINES DOWN, STALLED VEHICLE
Dog off-leash	11				
Dog at Large	1				COLE COURSE
Dead animal					
Delivery of Papers/packages	11				
Rules Warnings	11				TAILGATING, PARKING IN P/LAD BLOCKING PARKING
Rules Violations	1				TRASH
Contractor Violations	1				PARKED IN C/W
Arch. Violation/inspection					
Alarm Activation	11				SIGNAL - CODE V, FALSE ALARM

## 7. GENERAL MANAGER'S REPORT

## General Manager's Report

April 2020

Obviously, all of our efforts are over-shadowed and influenced by the COVID-19 virus. We continue to monitor this daily and have tried to act quickly to help protect the safety of our members and staff. Facilities and amenities remain closed and we ask members to continue to practice social distancing and take common-sense steps to protect yourself as well as those around you.

### ADMINISTRATION

- Office – Remains closed except by appointment only. Staff remains on hand to answer calls, respond to emails and run the business of the association.
- 2019 Audit – Waiting to receive the draft from our audit firm.

### GOLF

- Golf Shop – Our new pro, Bob Haney, is busy stocking the shop with new merchandise and learning the POS system for when we are allowed to open. New range balls have been purchased which we hope will perform better than the old ones. Expect to lengthen the hours of operation of the shop and range as we get deeper into the season.
- Golf Course – Art and his reduced crew continue to work toward getting the course open for play. Recent snow has delayed things but we expect it will melt quickly. Spoke with Plumas County recently and they are discussing whether or not to allow courses in the county to open around the first of May. We have looked at what other golf courses are doing in the way of adjustments to allow for safe use of this amenity. As with all virus matters, this is a very fluid situation and we will react to new information as it becomes available.

### MAINTENANCE

- Spring Work – Work is continuing as normal as we want our recreation facilities to be ready to open as soon as orders are lifted. Work should have started on the dumpster enclosure by the time this is posted.
- Road Work – Sent another letter to the contractor who did last year's work. Will hope to hear from him before filing a complaint with the state. Also spoke with a new possible paving contractor interested in seeing our projects. Will meet with them once the weather improves.

### RECREATION

- Facilities – All remain closed by state order. While walking is allowed in the rec areas, please remember that equipment is not being cleaned and should not be used.

### SECURITY

- Gate – Remains functioning although we may need to reduce hours at some point. No passes or stickers being issued and members should not get out of their vehicles and approach the gate house.
- Patrol – Patrol efforts are still ongoing but again may see reduced hours as this drags on. Social distancing being practiced.



- General Behavior – LACC rules are still in effect. Dogs must be on a leash when not on a member's property and are not allowed in the rec areas except the paved roads and parking lots. Golf carts and OHVs must still be operated safely with each person in an approved seat. Large groups are not allowed anywhere in the community.

#### FOOD & BEVERAGE

- Bar – Remains closed.
- Clifford's Restaurant – We are trying to provide a limited take-out service for members. Please utilize this when you can and provide your feedback to us.

#### MUSIC

- Concert Series – There is a rumor going around that the concerts have been cancelled. This is not true at this time although we do not know what the future will hold. As the time of the concerts' approaches, we will work with government officials and the bands to see what we can do.

#### GENERAL

- Virus – These are difficult and stressful times for most of us. We have many more people in the community than normal for this time of year as more members are escaping to the lake. Please remember that the county strongly recommends that people coming into the county from other locations self-quarantine for 14-days. This is for your protection as well as that of your friends and neighbors. It would not take a very large outbreak to overwhelm our local medical facilities. Social distancing should be maintained at all times. The stay-at-home order is still in effect. Please limit going to stores unless it is necessary. Walking is allowed in the community but please do it safely and practice social distancing. Do not gather in large groups. Watch the county website as well as LACC notices for updates and new requirements.

Did I mention the importance of social distancing??

Please keep yourself safe as well as those around you.

## 8. UNFINISHED BUSINESS

## 9. NEW BUSINESS

*Lake Almanor Country Club*

**MEMORANDUM**

**To: Board of Directors**

**From: Scott G. Devereaux, General Manager**

**Subject: 2019 Surplus Revenues to Contingency**

**Date: April 7, 2020**

In a recent Week in Review, I brought up an idea that Ed and I had been working on. It appears we will have a rather large surplus of revenues over expenses in 2019 (final number will be determined once the annual audit is complete). We believe this surplus should be moved to our contingency fund.

Right now, these extra funds are co-mingled with all of the other operating funds that we have for 2020. Separating these funds into the contingency not only allows us to track them better, it gives us a clearer picture of our cash position for 2020. This will be especially important in 2020 as we work to identify the financial impact of the coronavirus and delays in opening a number of our facilities.

**Motion:** I move to direct staff to move any surplus funds from 2019 to the Contingency Fund account.

*Lake Almanor Country Club*

**MEMORANDUM**

**To: Board of Directors**

**From: Scott G. Devereaux, General Manager**

**Subject: Contingency Account**

**Date: April 7, 2020**

Our contingency fund currently has in excess of \$41,000 in it. It is presently in a Plumas Bank Money Market account which gets next to no interest at the moment. Assuming the Board approves adding last year's surplus to this account, Ed Organ and I believe we need to move it to a different financial institution to see if we can get a little higher rate of return. This will also give us additional flexibility to stay below the FDIC limits as our main checking account is also with Plumas Bank.

Ed and I are recommending that these funds be moved to Edward Jones (where we already have accounts for operating and reserve). It would be in a separate account titled Contingency. I spoke to our Edward Jones representative last week and their money market rates are quite low presently (0.1%). We could, however, use short-term CDs and/or treasuries to help boost the return. We also have an investment account in Vanguard. There are two problems with moving the account to them. First, we have close to \$500,000 already in a money market account and any additional would put us over their insurance limit. The other is that Vanguard has proven to be difficult to deal with and we do not have a dedicated representative (based on the amount of funds we have with them).

**Motion:** I move to authorize staff to establish a new account at Edward Jones for the contingency fund. Signers on the account to be the same as for other LACC accounts.

## 10. EXECUTIVE SESSION