



PO BOX 126 | MAPLE FALLS, WA 98266 | INFO@GLACIERSPRINGS.ORG

Notice of Annual General Meeting (AGM)

An annual general meeting of the Glacier Springs Property Owners Association is called for **1:00 p.m. on Saturday, October 24, 2015** at the Kendall Elementary School, Kendall, Washington. The school is located at 7547 Kendall Road (about 200 yards west of the Kendall Road/Mt. Baker Highway intersection).

The notice of meeting must include the general nature of any special business. The following items of special business will be presented at the meeting:

1. Presentations on the following topics: Financial Audits and Financial Review Committee, Homeowner Safeguards, Noxious Weeds, Mt. Baker Trails Association, Levy Project Update
2. Membership vote on Safe Pedestrian Trail Resolution
3. Ratification of the 2015-2016 Budget
4. Election of the Board of Directors

A full AGM packet, including the 2015 GSPOA Annual Report, will be posted at <http://www.glaciersprings.org/meetings.htm> by Saturday, October 3, 2015. If you prefer to receive a copy by mail, please contact me using the information below.

A General or Individual Proxy is enclosed. **If you are unable to attend the meeting, please fill in your proxy and send it to the above address (via email or postal mail) before the meeting.** Your attendance at the meeting is preferable but mail-in proxy is highly encouraged if you are unable to attend.

Regards,

A handwritten signature in blue ink that reads "Brian Lawrence". The signature is fluid and cursive, with a long horizontal stroke at the end.

Brian Lawrence
GSPOA Board President
brian.lawrence@outlook.com | 206.853.5370

(over for agenda)



Agenda for the Annual General Meeting

Saturday, October 24, 2015, 1 p.m. | Kendall Elementary School

- I. Call to Order
- II. Presentation from Stephanie Artino, Artino Advisors, on Financial Audits and Depreciation Expense.
- III. Presentation from Marty Grabijas, Glacier Springs POA member, on Mt. Baker Trail Association. Membership vote on resolution authorizing the Board of Directors to endorse a Safe Pedestrian Trail.
- IV. Presentation from Mason Stafford, Whatcom County Sherriff's Office, on homeowner safeguards.
- V. Presentation from Laurel Baldwin, Whatcom County, on Noxious Weeds.
- VI. Update from John Thompson, Whatcom County, on levy project.
- VII. Officer and Committee Reports
 - a. President
 - b. Treasurer
 - i. Report on Designated Account for Water System
 - ii. Ratification of the FY 2015-2016 Budget
 - c. Community Relations Committee
 - d. Zoning Committee
 - e. Water System Committee
- VIII. New Business
 - a. Election of the Board of Directors
- IX. Announcements
 - a. Member database and homeowner communications
 - b. Committee participation and volunteering for the Association
- X. Adjournment



2015 Annual Report

Presented By: Glacier Springs Property Owners Association Board of Directors

TO THE MEMBERS OF THE GLACIER SPRINGS PROPERTY OWNERS ASSOCIATION

We look forward to seeing you at the upcoming 2015 Annual General Meeting (AGM) of the Glacier Springs Property Owners Association on Saturday, October 24, 2015, 1 p.m. at the Kendall School.

If you can't attend, ***please sign, mail or email in your proxy that was mailed to your home.*** If we don't have quorum, we will need to reschedule the AGM at a significant expense to the community.

The enclosed Board reports are summaries of many of the efforts that have occurred on your behalf over the past year. Some of the highlights from the past year:

- **Water System** —Thanks to the tireless efforts of our volunteer water operators Larry Watts and Rick Benson, the community's water system is once again operating at "green" status. The Bi-Lateral Compliance Agreement has been lifted. Ongoing maintenance will be required to address leaks at or near lot connection points as a result of aging materials, but overall, the performance of the water system is very strong and no major concerns exist.
- **Financial** —Our financial position continues to be healthy. Last year's dues increase has contributed to the reserves and we have established a Water Fund as requested at last year's AGM. We transitioned bookkeepers in 2015 and updated internal controls.
- **Improvements and Building**—Remember: Check www.glaciersprings.org for Zoning Committee information and requirements ***before*** starting any building or improvements on your lot. This includes wood sheds, fences and decks. You must get Zoning Committee approval prior to any construction. This past year, the Zoning Committee responded to a number of inquiries for new construction and there no major issues.
- **Glacier Springs Safety & Security**—The community was impacted by a few instances of theft. We encourage property owners to be vigilant in reporting suspicious behavior. A member of the Sherriff's office will join us at the AGM to discuss safety precautions.
- **Whatcom County**—The multi-year Canyon Creek Restoration project is complete and we will hear a brief update at the AGM. We will also learn how to tend to noxious weeds that have developed in our community. County representatives will attend the AGM.

I'd like to thank my fellow board members for their significant commitment on behalf of your community. It has been my honor to serve as board president for the last year and I encourage all Association members to consider service to the community. We intend to talk more about volunteer engagement at the Annual General Meeting. If you cannot attend, feel free to contact me if you are interested in helping.

Best regards,



Brian Lawrence
Board President

Treasurer's Report

Oct. 24, 2015

The financial health of our Association remains exceptional, and is in fact better than ever. This is due to the diligence of members and the guidance of my fellow board members.

Last year, the membership approved a dues increase to help fund future water expenses and the inevitable payment of a water operator. As per member's requests, we have established a separate savings account and currently have \$18,005 deposited. This is a great start and helps secure our most valuable asset, our water system. Also, I want to once again thank Rick Benson and Larry Watts for their tireless efforts in maintaining this system. We owe these two a debt of gratitude.

Concerning dues, I would like to thank all the members for timely payment. This helps those of us on the financial committee formulate and stay on budget.

Lastly, please know that I am honored to serve and would like to thank my fellow board members for their guidance and support.

The Financial Statements for Fiscal Year 2015 are included in this packet for your review.

Respectfully submitted,

Ben Gelman
Treasurer

Zoning Committee Report

Oct. 24, 2015

I. Members of the Zoning Committee include Kevin Roosma and Seth Powell. Other board members assisted the committee as needed.

II. Zoning Committee Approvals

- One shed approved and completed
- One fence approved and completed
- One home exterior approved and in progress
- One home construction approved and completed
- One deck expansion approved and in progress

III. Zoning Covenants Violations

No covenants violations were reported.

All property owners should be familiar with the requirements of the Covenants, By-Laws and Glacier Springs policies. These are easily found on the Glacier Springs website at www.glaciersprings.org.

Community Relations Committee Report

Oct. 24, 2015

The Glacier Springs Property Association Board of Directors received several Notices of Concern this year, all regarding nuisance dogs or noise disturbances.

From these Notices of Concern, the Glacier Springs Board of Directors determined two violations of the GPSOA Nuisance Dog Policy occurred. Letters were sent to property owners via USPS describing the offense, future action by the Board if necessary, and requesting the owners mitigate the situation.

All property owners contacted responded appropriately. The Board considers these matters resolved.

We also sent welcome packets, including Covenants and Bylaws, to new property owners. If you are a new owner and did not receive a packet, please contact info@glaciersprings.org.

Community Relations Committee,
As prepared by Carmella Bauman and Brian Lawrence

Covenants and By-Laws Committee Report

Oct. 24, 2015

This committee had no reason to meet.

Water Committee Report
Oct. 24, 2015

Our water system is labeled the Glacier Springs Water System (Whatcom County) and is a Group A system overseen and regulated by the Washington State Department of Health (WSDOH) ID number 277559. Our water comes from a sanitarily developed spring, and is fed into the distribution system by gravity, after circulating through 68,700 gallons of storage in two tanks. The WSDOH maintains online records of all water systems in the state and you can refer to this URL for our current system using their online "Sentry Internet" database interface: <http://www4.doh.wa.gov/sentryinternet/Intro.aspx>

Here is a short list of facts and information accumulated over the last year:

- At the 2014 AGM, I reported that your water operators were obligated to sign a Bilateral Compliance Agreement (BCA) at the request of WSDOH related to the presence of coliform in water samples during 2013. This action designated our Group A system with an operating category of "yellow" through 2014 and early 2015. Since then, we have successfully passed the compliance testing and monitoring requirement outlined in the BCA, and we have been reinstated with a "green" operating status. For information about operating permits and what this color designated category refers to, please read:
<http://www.doh.wa.gov/CommunityandEnvironment/DrinkingWater/RegulationandCompliance/Enforcement/OperatingPermits>
- Your water committee currently plans to work on three distinct projects in the near future, along with routine maintenance and water meter reading:
 - Leaks that occur at system tees on the *system* side of the water meter, accounting for unmetered and undocumented flow. These are highest priority, with 3 locations that are known at this time, requiring a backhoe in each case. **We encourage members to report any water leak observations to rickbbenson@gmail.com.**
 - Leaks that occur at system tees on *homeowner* side of the water meter, where water use can be documented, but potentially requiring assistance from the homeowner depending on specific location.
 - Repair of the large water meter installed at the tank overflow. This is needed to calculate accurate spring flow, and unexpectedly ceased to function late this summer.

In closing, we all need to thank Larry Watts who dutifully volunteers to work on your system as our primary field engineer, and has spent many hours managing the time-intensive variables that we currently face. There is no question that without Larry, we would be potentially facing difficult and expensive alternatives.

If you have any questions about your water system, please contact me at rickbbenson@gmail.com. My contact information is posted on the GSPOA website at <http://www.glaciersprings.org/zoning.htm>. If you have a broader question for the board, send an email to info@glaciersprings.org.

Respectfully submitted,

Rick Benson

Glacier Springs POA
Balance Sheet - with Previous Year Comparison
As of August 31, 2015

			Aug 31, 15	Aug 31, 14	\$ Change
ASSETS					
Current Assets					
Checking/Savings					
	key business checking		54,076.59	53,807.10	269.49
	key business saver - OP RESERVE		30,039.13	30,033.13	6.00
	key business saver - WATER FUND		18,000.05	0.00	18,000.05
	cd--8201		17,479.69	17,401.38	78.31
	cd--9360		18,109.15	18,082.00	27.15
	Total Checking/Savings		137,704.61	119,323.61	18,381.00
Accounts Receivable					
	Accounts Receivable		8,858.80	4,360.00	4,498.80
	Total Accounts Receivable		8,858.80	4,360.00	4,498.80
Other Current Assets					
	Undeposited Funds		360.00	0.00	360.00
	Total Other Current Assets		360.00	0.00	360.00
	Total Current Assets		146,923.41	123,683.61	23,239.80
Fixed Assets					
	Accumulated depreciation		-239,968.45	-209,558.96	-30,409.49
	Utility asset		851,780.50	851,780.50	0.00
	Total Fixed Assets		611,812.05	642,221.54	-30,409.49
Other Assets					
	Investment in land		1,758.75	1,758.75	0.00
	Total Other Assets		1,758.75	1,758.75	0.00
TOTAL ASSETS			760,494.21	767,663.90	-7,169.69
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
	Accounts Payable		3,163.40	10,851.11	-7,687.71
	Total Accounts Payable		3,163.40	10,851.11	-7,687.71
	Total Current Liabilities		3,163.40	10,851.11	-7,687.71
	Total Liabilities		3,163.40	10,851.11	-7,687.71
Equity					
	Contributed capital		91,656.00	91,656.00	0.00
	Retained Earnings		665,156.79	669,529.08	-4,372.29
	Net Income		518.02	-4,372.29	4,890.31
	Total Equity		757,330.81	756,812.79	518.02
TOTAL LIABILITIES & EQUITY			760,494.21	767,663.90	-7,169.69

**Glacier Springs POA
Budget Report
September 2014 through August 2015**

			Sep '14 - Aug 15	Budget	% of Budget
Ordinary Income/Expense					
Income					
	Dues		44,280.00	43,920.00	100.82%
	Late fee		604.80	324.00	186.67%
	Water connection fee		700.00	0.00	100.0%
	Total Income		45,584.80	44,244.00	103.03%
Gross Profit			45,584.80	44,244.00	103.03%
Expense					
	Depreciation		30,409.49	9,633.36	315.67%
	Insurance		2,727.00	2,800.00	97.39%
	Leases		692.84	692.84	100.0%
	Licenses, fees and taxes				
	Property taxes		228.50	300.00	76.17%
	Licenses, fees and taxes - Other		518.40	1,500.00	34.56%
	Total Licenses, fees and taxes		746.90	1,800.00	41.49%
	Maintenance and repair		2,205.08	6,000.00	36.75%
	Membership and subscriptions		198.20	250.00	79.28%
	Postage and delivery		1,233.13	875.00	140.93%
	Printing and copies		390.97	400.00	97.74%
	Professional fees				
	Accounting		3,950.00	4,100.00	96.34%
	Legal				
	Reimbursable legal fees		-89.50	0.00	100.0%
	Legal - Other		90.00	2,000.00	4.5%
	Total Legal		0.50	2,000.00	0.03%
	Parliamentarian		350.00	350.00	100.0%
	Water system		425.00	1,500.00	28.33%
	Professional fees - Other		0.00	250.00	0.0%
	Total Professional fees		4,725.50	8,200.00	57.63%
	Space rental		146.48	150.00	97.65%
	Supplies				
	Food and beverage		314.09	40.00	785.23%
	Office supplies		352.91	200.00	176.46%
	Supplies - Other		0.00	250.00	0.0%
	Total Supplies		667.00	490.00	136.12%
	Telecomm		0.00	50.00	0.0%
	Training and conferences		285.00	650.00	43.85%
	Travel and mileage		1,289.68	1,000.00	128.97%
	Utilities		895.89	990.00	90.49%
	Web site		140.00	140.00	100.0%
	Total Expense		46,753.16	34,121.20	137.02%
Net Ordinary Income			-1,168.36	10,122.80	-11.54%
Other Income/Expense					
Other Income					
	Interest Income		111.51	65.00	171.55%
	Other Income				
	Glacier Green Water Income				
	Base Fee		608.00	608.00	100.0%
	Usage Fee		966.87	800.00	120.86%
	Total Glacier Green Water Income		1,574.87	1,408.00	111.85%
	Total Other Income		1,574.87	1,408.00	111.85%
Total Other Income			1,686.38	1,473.00	114.49%
Net Other Income			1,686.38	1,473.00	114.49%
Net Income			518.02	11,595.80	4.47%

**Glacier Springs POA
FY2015-2016 DRAFT Budget**

				FY 2014-2015 Actuals	Proposed FY 15-16 Budget	See Note
Ordinary Income/Expense						
Income						
		Dues		44,280.00	43,560.00	1
		Fines		0.00	0.00	
		Late fee		604.80	0.00	
		Water connection fee		700.00	2,100.00	2
Total Income				45,584.80	45,660.00	
Expense						
		Bank charges		0.00	0.00	
		Depreciation		30,409.49	30,409.49	3
		Federal income tax			0.00	
		Insurance		2,727.00	2,800.00	
		Leases		692.84	692.84	
		Licenses and fees		518.40	600.00	
		Maintenance and repair		2,205.08	6,000.00	4
		Membership and subscriptions		198.20	250.00	
		Postage and delivery		1,233.13	875.00	
		Printing and copies		390.97	600.00	5
		Property taxes		228.50	250.00	
Professional fees						
		Accounting		3,950.00	5,600.00	6
		Legal		0.50	2,000.00	
		Parliamentarian		350.00	350.00	
		Water operator		425.00	1,500.00	7
		Professional fees - Other		0.00	550.00	8
Total Professional fees				4,725.50	10,000.00	
		Space rental		146.48	150.00	
Supplies						
		Computer and software		0.00	0.00	
		Food and beverage		314.09	270.00	
		Office supplies		352.91	460.00	
		Supplies - Other		0.00	250.00	
Total Supplies				667.00	980.00	
		Telecomm			50.00	
		Training and conferences		285.00	650.00	9
		Travel and mileage		1,289.68	1,300.00	
		Utilities		895.89	925.00	
		Web site		140.00	900.00	10
		Bad debt		0.00	0.00	
Total Expense				46,753.16	57,432.33	
Net Ordinary Income					-11,772.33	
Other Income/Expense						
Other Income						
		Glacier Green Water Income		1,574.87	1,575.00	
		Interest Income		111.51	110.00	
Total Other Income					1,685.00	
Net Other Income					1,685.00	
Net Income					-10,087.33	11

Glacier Springs POA
Notes on FY2015-2016 Draft Budget

Note Line	Budget Category	Note
1	Dues	Factors the consolidation of two lots.
2	Water Connection Fees	Revenue projected for three hook-ups.
3	Depreciation	Depreciation is a non-cash expense which discounts the useful life of the water system asset. This figure is determined by our Certified Public Accountant in accordance with Generally Accepted Accounting Principles.
4	Maintenance and Repair	Same as last year's budget. The number of leaks repaired in 2015 was low.
5	Printing and Copies	Increased activity projected.
6	Accounting	Bookkeeper at \$300 per month + \$2,000 for cash flow reconciliation prepared by licensed CPA.
7	Water Operators	A volunteer will be reducing his activity in 2016.
8	Other Professional Fees	Funds for a contractor to perform maintenance on GSPOA-owned property to removed dead trees.
9	Trainings and Conferences	Water Operator conferences and funding to support board/volunteer trainings.
10	Website	Existing website hasn't been updated in years. Funds will support a refresh and conversion to a stronger platform.
11	Net Income	When the non-cash expense of Depreciation is not factored into the Net Income calculation, a cash budget surplus of \$20,322.06 is expected.