

UNITED LOST LAKE PROPERTY OWNERS ASSOCIATION
Regular Monthly Board Meeting Minutes
Saturday, December 17, 2016

The regular monthly meeting of the Board of the United Lost Lake Property Owners Association was called to order by President Huber at 9:00 a.m. on Saturday, December 17, 2016 at 404 Lake Court. President Huber welcomed everyone in attendance.

Attendance: Ron Berger, Mary Anne Bortman, Sue Hill, Mike Huber, Charlie Moore and Barb Wiese.

Absent: Charlene Lampert and Dave Stewart.

Guests: see **ATTACHMENT A** (on file at the office).

MOTION TO APPROVE DECEMBER 17, 2016 AGENDA: see **ATTACHMENT B** (on file at the office). Mary Anne made the motion to accept the December 17, 2016 agenda, seconded by Charlie. A voice vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays)**.

MOTION TO APPROVE NOVEMBER 19, 2016 EXECUTIVE SESSION MINUTES: Tabled.

MOTION TO APPROVE NOVEMBER 19, 2016 REGULAR MEETING MINUTES: Mary Anne made the motion to accept the November 19, 2016 regular meeting minutes, seconded by Charlie. A voice vote was taken, and those in favor were Mary Anne, President Huber, Sue, Ron and Charlie. Barb abstained. **(5 yeas, 1 abstention, 0 nays)**.

MOTION TO APPROVE DECEMBER 12, 2016 EXECUTIVE SESSION MINUTES: Barb made the motion to accept the December 12, 2016 executive session minutes, seconded by Sue. A voice vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays)**.

MOTION TO APPROVE NOVEMBER 2016 TREASURER'S REPORT: see **ATTACHMENT C** (on file at the office). Barb explained November's financials and answered questions. Sue made the motion to approve the November 2016 Treasurer's Report, seconded by Ron. A roll call vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays)**.

UNFINISHED BUSINESS:

SPEEDING VIOLATIONS: All property owners were made aware of today's meeting. The property owner for Violation #3 was the only one present.

VIOLATION #1: A warning was issued in July 2016 for speeding 33 MPH, and on 9/17/16, the property owner was clocked going 30 MPH. Because it has been less than a year since the last warning, Sue recommends that the Board issue a \$25.00 fine for this latest offense.

MOTION: Sue made a motion to issue a \$25.00 speeding fine, seconded by Barb. A roll call vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays)**.

VIOLATION #2: A warning was issued in October 2015 for speeding 34 MPH, and on 9/17/16, the property owner was clocked going 30 MPH. Because it has been less than a year since the last offense, Sue recommends that the Board issue a \$25.00 fine for this latest offense.

MOTION: Sue made a motion to issue a \$25.00 speeding fine, seconded by Mary Anne. A roll call vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays)**.

VIOLATION #3: On 11/26/16, the property owner was clocked going 35 MPH, which should be an automatic \$25.00 fine; however, Sue wanted to give the property owner the opportunity to come before the Board and plead his/her case. The property owner was present but did not contest the violation. Sue recommends that the Board issue a \$25.00 fine for this speeding offense.

MOTION: Sue made a motion to issue a \$25.00 speeding fine, seconded by Ron. A roll call vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays).**

BY-LAWS REVISION: Mary Anne proposed three (3) By-Laws revisions.

Revision #1: Page 4, Article III, Section 8, Books & Records. This section currently reads: *Within sixty (60) days of the monthly meeting, approved Board minutes shall be published and may be available to Members. All meetings will be recorded verbatim. Annual Meeting minutes will be read and approved at the next scheduled Annual Meeting.* Mary Anne proposes changing this section to read: *Within sixty (60) days of a monthly meeting, approved Board minutes shall be published and may be available to Members. All meetings will be recorded verbatim.*

MOTION: Mary Anne made the motion to amend By-Laws Page 4, Article III, Section 8, Books & Records to: "Within sixty (60) days of a monthly meeting, approved Board minutes shall be published and may be available to Members. All meetings will be recorded verbatim.", seconded by Barb. A roll call vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays).**

Revision #2: Page 5, Article VI, The Directors. This section currently reads: *The United Lost Lake Property Owners Association shall be governed by a representative form of government which is made up of nine (9) elected Board Members.* Mary Anne proposes changing this section to read: *The United Lost Lake Property Owners Association shall be governed by a representative form of government which is made up of no less than seven (7) and no more than nine (9) Board Members.*

MOTION: Mary Anne made the motion to amend By-Laws Page 5, Article VI, The Directors to: "The United Lost Lake Property Owners Association shall be governed by a representative form of government which is made up of no less than seven (7) and no more than nine (9) Board Members.", seconded by Ron. A roll call vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays).**

Revision #3: Page 8, Article VI, Section 10, Vacancies. This section currently reads: *If any vacancy exists on the Board, such vacancy shall be filled by any Member in good standing (Active Member) of the vacated position. Applications will be taken from Members in good standing and the vacancy will be filled by appointment by the President with the approval of the Board at the next scheduled Board meeting. A list of the applicants will be kept by the Board Secretary or his/her agent, and may be used as a basis of appointments until the next regular election of Board Members.* Mary Anne proposes changing this section to read: *If any vacancy exists on the Board, such vacancy may be filled by any Member in good standing (Active Member) for the vacated position as approved by the Board. If the number of Directors falls below seven (7), applications will be taken from Members in good standing. The vacancy will be filled by appointment by the President with the approval of the Board. Appointee(s) will serve until the next regular election.*

MOTION: Mary Anne made the motion to amend By-Laws Page 8, Article VI, Section 10, Vacancies to: "If any vacancy exists on the Board, such vacancy may be filled by any Member in good standing (Active Member) for the vacated position as approved by the Board. If the number of Directors falls below seven (7), applications will be taken from Members in good standing. The

vacancy will be filled by appointment by the President with the approval of the Board. Appointee(s) will serve until the next regular election.”, seconded by Ron. A roll call vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays)**.

NEW BUSINESS:

2015 CARRYOVER FUNDS: Barb stated that the 2016 ending balance in the 108 Savings Carryover account would be approximately \$1,722.00. The Board had previously approved for these funds to be used for an Office copier and furnace room shelving, and Barb is recommending that these funds remain in the 108 Savings Carryover account for these same purposes.

MOTION: Barb made a motion that at the end of 2016 to leave the 108 Savings Carryover year-end balance of approximately \$1,722.00 in the 108 Savings Carryover account, seconded by Sue. A roll call vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays)**.

MONEY MARKET CARRYOVER: Barb stated that the *projected* 2016 carryover funds (102 Money Market account) would be approximately \$19,000.00. The Board approved in November to use \$5,000.00 from the 2016 carryover funds to supplement the 2017 dues & assessments deficit, and Charlie has requested funds for new East Gate loops (*similar to the West Gate loops completed in 2016*).

MOTION: Barb made a motion to set aside \$7,000.00 from the projected 2016 carryover funds for new East Gate loops, seconded by Charlie. A roll call vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays)**.

MOTION: Barb made a motion to move the remaining 102 Money Market year-end funds (*minus the \$5K dues & assessments deficit and \$7K East Gate loops*) to the 108 Savings Carryover account, seconded by Charlie. A roll call vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays)**.

LCC PROPOSAL: Barb stated that instead of the three (3) prepayment options proposed by the RCD in their email letter dated November 29, 2016 (see **ATTACHMENT D** - on file at the office), she would like to propose a 4th option. The POA would pay the \$25.00 hour rental fee, but instead of prepaying, the POA would cut a check on the Monday following the rental date. However, in order to satisfy the RCD’s Category 4 requirements, the POA could pay an initial \$25.00 down payment to the RCD, and this would lock in the dates for the entire year for the POA, and the POA would “pay as we go”.

MOTION: Barb made a motion to offer the RCD a \$25.00 down payment for LCC rentals for 2017, and the POA would pay \$25.00 per hour for each POA sponsored rental, seconded by President Huber. A roll call vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays)**.

MOTION TO APPROVE OCTOBER 15, 2016 ANNUAL MEETING MINUTES: Charlie made the motion to approve the October 15, 2016 annual meeting minutes, seconded by Mary Anne. A voice vote was taken, and those in favor were Mary Anne, President Huber, Sue, Ron and Charlie. Barb abstained. **(5 yeas, 1 abstention, 0 nays)**.

COMMITTEE REPORTS

SECURITY: see **ATTACHMENT E** (on file at the office).

COVENANTS, BY-LAWS/RULES & REGULATIONS: No report given.

ACC/ECC: No report given.

ROADS: No report submitted.

PROPERTIES, PARKS & MAINTENANCE: No report given.

Barb a made the motion to adjourn, seconded by Charlie. A voice vote was taken, and all present were in favor, none opposed. (**6 yeas, 0 nays**). Meeting adjourned at 10:05 a.m.

Submitted by Leslie Edgar, Office Manager _____

**SUMMARY OF MOTIONS MADE BY THE
UNITED LOST LAKE POA BOARD OF DIRECTORS
DECEMBER 17, 2016
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MOTION: Sue made a motion to issue a \$25.00 speeding fine, seconded by Barb. A roll call vote was taken, and all present were in favor, none opposed. **(6 yeas, 0 nays)**.

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**SUMMARY OF MOTIONS MADE BY THE
UNITED LOST LAKE POA BOARD OF DIRECTORS
DECEMBER 17, 2016
PAGE 2 OF 2**

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MOTION TO APPROVE OCTOBER 15, 2016 ANNUAL MEETING MINUTES: Charlie made the motion to approve the October 15, 2016 annual meeting minutes, seconded by Mary Anne. A voice vote was taken, and those in favor were Mary Anne, President Huber, Sue, Ron and Charlie. Barb abstained. **(5 yeas, 1 abstention, 0 nays)**.