

UNITED LOST LAKE PROPERTY OWNERS ASSOCIATION
Regular Monthly Board Meeting Minutes
Saturday, November 18, 2017

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, November 18, 2017 at 404 Lake Court. President Huber welcomed everyone in attendance.

Attendance: Mary Anne Bortman, Sue Hill, Mike Huber, Wes Jaros, Charlene Lampert, Charlie Moore, Dan Perry and Barb Wiese.

Absent: Jim Haines (unexcused).

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

PLEDGE OF ALLEGIANCE

MOTION TO APPROVE NOVEMBER 18, 2017 AGENDA: see **ATTACHMENT B** (on file at the office). Charlene made the motion to approve the November 18, 2017 agenda, seconded by Charlie. A voice vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

MOTION TO APPROVE AUGUST 19, 2017 EXECUTIVE SESSION MINUTES: Mary Anne made the motion to approve the August 19, 2017 executive session minutes, seconded by Barb. A voice vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

MOTION TO APPROVE SEPTEMBER 16, 2017 REGULAR MEETING MINUTES: Barb made the motion to approve the September 16, 2017 regular meeting minutes, seconded by Charlene. A roll call vote was taken, and those in favor were Dan, Charlene, Barb, President Huber, Sue, Charlie and Wes. Mary Anne abstained. **(7 yeas, 1 abstention, 0 nays)**.

MOTION TO APPROVE OCTOBER 21, 2017 ANNUAL MEETING MINUTES: Barb made the motion to approve the October 21, 2017 annual meeting minutes, seconded by Dan. A voice vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

MOTION TO APPROVE NOVEMBER 2, 2017 SPECIAL MEETING MINUTES: Tabled.

MOTION: Charlene made the motion to table approval of the November 2, 2017 special meeting minutes, seconded by Wes. A voice vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

MOTION TO APPROVE SEPTEMBER 2017 TREASURER'S REPORT: see **ATTACHMENT C** (on file at the office). Barb explained September's financials and answered questions. Barb made the motion to approve the September 2017 Treasurer's Report, seconded by Charlene. A roll call vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

MOTION TO APPROVE OCTOBER 2017 TREASURER'S REPORT: see **ATTACHMENT D** (on file at the office). Barb explained October's financials and answered questions. Barb made the motion to approve the October 2017 Treasurer's Report, seconded by Charlene. A roll call vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

Office Manager Leslie Edgar gave a collections report (see **ATTACHMENT E**-on file at the office).

UNFINISHED BUSINESS: None.

NEW BUSINESS:

REVERT BACK TO ACCRUAL ACCOUNTING SYSTEM: Barb stated that it has been recommended by our accountant (Casco) and CliftonLarsonAllen that we revert back to using the accrual accounting system.

MOTION: Barb made the motion to revert back to the accrual accounting system as opposed to the cash accounting system, seconded by Dan. A roll call vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

LATE FEE FOR UNPAID DUES & ASSESSMENTS: Office Manager Leslie Edgar read a report which outlines her explanation/reasons for asking the Board to consider raising the monthly late fee for unpaid dues & assessments (see **ATTACHMENT F**-on file at the office).

MOTION: Barb made the motion to assess the late fee for unpaid dues & assessments at \$50.00 per month, seconded by Charlene. A roll call vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

CREDIT CARD CONVENIENCE FEE: Office Manager Leslie Edgar read a report which outlines her explanation/reasons for asking the Board to consider assessing a credit card convenience fee (see **ATTACHMENT G**-on file at the office).

MOTION: President Huber made the motion to assess a 4% credit card convenience fee to delinquent accounts, effective immediately, seconded by Barb. A roll call vote was taken, and those in favor were Dan, Charlene, Mary Anne, Barb, President Huber, Sue and Charlie. Wes voted no. **(7 yeas, 0 abstentions, 1 nay)**.

RULES & REGULATIONS REVISIONS: Charlene read how Rules & Regulations Sections 4.01, 4.05 and 4.12 currently read and the proposed revisions (see **ATTACHMENT G**-on file at the office).

MOTION #1 (R&R 4.01): Charlene made the motion to change Rules & Regulations Section 4.01 Vehicle Registration to: All Members' vehicles licensed by the State of Illinois or any other state for transportation on public roads, and will be driven on United Lost Lake Property Owners Association roads, must register with the United Lost Lake Property Owners Association. All vehicles will be issued a United Lost Lake Property Owners Association identification decal and which will be displayed at all times while operating within the Community. Upon purchasing a different/additional vehicle and/or license plate, the Property Owner is required to notify the ULLPOA office. All non-licensed vehicles such as, but not limited to golf carts, snowmobiles, four (4) wheelers, three (3) wheelers, all terrain vehicle (ATV) or an off-highway vehicle (OHV), also must be registered with the United Lost Lake Property Owners Association. A NON-LICENSED VEHICLE REGISTRATION FORM must be completed before a United Lost Lake Property Owners Association identification decal can be issued. The decal must be displayed at all times while operating within the Community. Upon purchasing a different/additional vehicle and/or license plate, the Property Owner is required to notify the ULLPOA office. **CLASS B VIOLATION**, seconded by Charlie. A roll call vote was taken, and those in favor were Charlene, Barb, President Huber, Sue, Charlie and Wes. Dan and Mary Anne voted no. **(6 yeas, 0 abstentions, 2 nays)**.

MOTION #2 (R&R 4.05): Charlene made the motion to change Rules & Regulations Section 4.05 Speed Limits to: There will be a maximum speed limit of 20 MPH, unless otherwise posted, for all vehicles including, but not restricted to, cars, trucks, snowmobiles, mini-bikes, motorcycles, all terrain vehicles, golf carts, etc. All speed limit signs must be obeyed. Speeding 15 MPH over the posted speed limit will be an automatic fine with NO written warning. Each additional speeding violation in a 30 day period will result in further fines or actions. **CLASS A VIOLATION**, seconded by Wes. A roll call vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

MOTION #3 (R&R 4.12): Dan made the motion to change Rules & Regulations Section 4.12 Vehicle Parking to: No vehicle shall be routinely parked (as determined by the Board) on any street in the Community overnight. After 1½ inches of snow, no vehicle is allowed to park along the roadways or easements. No commercial trucks shall be parked overnight (or longer) or stored on any lot in the Community (either covered by a tarpaulin or uncovered), unless the same vehicle is parked so that it is not visible to other lots in the Community, visible from the streets in the Community, or visible from the lake. **CLASS B VIOLATION**, seconded by Charlie. A roll call vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

APPROVE NON-LICENSED VEHICLE REGISTRATION FORM: Charlene asks that the Board approve a non-licensed vehicle registration form (see **ATTACHMENT H**—on file at the office). After discussion, it was recommended that a statement be added to the form to remind the property owner to retain a copy for their records.

MOTION: Dan made the motion to approve the non-licensed vehicle registration form, with the addition of a statement for the property owner to retain a copy for their records, seconded by Charlie. A roll call vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

ACC/ECC GARAGE PERMIT REVISIONS: Tabled.

MOTION: Mary Anne made the motion to table the ACC/ECC garage permit revisions, seconded by Wes. A voice vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

ACC/ECC HOUSE PERMIT REVISIONS: Barb recommends four (4) revisions to the new house permit as notated on **ATTACHMENT I** (on file at the office).

MOTION: Barb made the motion to make the following four (4) revisions to the new house permit: 1. Change ceiling insulation from R-38 to R-49 (*page 1*); 2. Add “the 2015 IECC International Energy Code” (*page 1*); 3. Add “Blower door & duct test per IECC-copy to ULLPOA Office” (*page 1*); and 4. Add to Contractor Information the name and contact information for the Blower Door & Duct Inspector (*page 2*), seconded by Mary Anne. A roll call vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

COMMITTEE REPORTS

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

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

ACC/ECC: No report submitted.

ROADS: see **ATTACHMENT K** (on file at the office).

PROPERTIES, PARKS & MAINTENANCE: see **ATTACHMENT L** (on file at the office).

COMMUNITY EVENT REPORT: President Huber read a thank you note from Laurie Perry concerning the Halloween party (see **ATTACHMENT M**-on file at the office). Laurie Perry gave a report on the Chili Cook-Off event held in October, and Sue stated that another email would be sent out concerning the planned holiday dinner.

MEMBER COMMENTS: Two (2) Members signed up. Dave Shaw expressed concerns over the building permits. Carol Brown gave an introduction concerning the Financial Review Committee, but due to illness affecting her voice, she asked Judie Leonard to read the report on behalf of the Financial Review Committee.

Barb made the motion to adjourn, seconded by Charlie. A voice vote was taken, and all present were in favor, none opposed. (**8 yeas, 0 nays**). Meeting adjourned at 10:56 a.m.

Submitted by Leslie Edgar, Office Manager _____

**SUMMARY OF MOTIONS MADE BY THE
UNITED LOST LAKE POA BOARD OF DIRECTORS
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MOTION: Barb made the motion to revert back to the accrual accounting system as opposed to the cash accounting system, seconded by Dan. A roll call vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

MOTION: Barb made the motion to assess the late fee for unpaid dues & assessments at \$50.00 per month, seconded by Charlene. A roll call vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

MOTION: President Huber made the motion to assess a 4% credit card convenience fee to delinquent accounts, effective immediately, seconded by Barb. A roll call vote was taken, and those in favor were Dan, Charlene, Mary Anne, Barb, President Huber, Sue and Charlie. Wes voted no. **(7 yeas, 0 abstentions, 1 nay)**.

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**SUMMARY OF MOTIONS MADE BY THE
UNITED LOST LAKE POA BOARD OF DIRECTORS
NOVEMBER 18, 2017 - Page 2 of 2**

MOTION: Dan made the motion to approve the non-licensed vehicle registration form, with the addition of a statement for the property owner to retain a copy for their records, seconded by Charlie. A roll call vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

MOTION: Mary Anne made the motion to table the ACC/ECC garage permit revisions, seconded by Wes. A voice vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

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