

HLA Board Meeting February 16, 2016
Minutes
Call to Order: 7:01 pm

Roll Call

<u>Present</u>			<u>Absent</u>
President Coan	Secretary Shake	Director Pirtle	Director Buckowski
Vice Pres. Weir	Treasurer Waldorf		Director Stickrod

Approval of Previous Minutes (December)

Motion By: Vice President Weir Seconded By: Treasurer Waldorf Vote tally: 4-0

Approval of January minutes was postponed until March Meeting

Approval of Expenditures

Motion By: Vice President Weir Seconded By: Director Pirtle Vote tally: 4-0

Treasurer's Report

Please see page 4

Questions:

- The assessments don't show until the February statements, that is why the income is so low.
- Do the outstanding receivables include general assessments?
 - No they will show up in February
- Does the Finance committee understand that forcing a change may require a change to the bylaws.
 - Yes, but this is a recommendation. The bylaws just state a minimum requirement. The bills can always go out sooner.
- Need to look into allowance for doubtful accounts, it probably shouldn't be higher than total receivables

President's Report

- Road crews are doing an excellent job with the snow. Cars in the cul-de-sacs can still be a problem for snow removal. Please find alternative parking places if at all possible.

Committee Reports

Member Chaired

- **Conservation**
 - No report, need to elect a new chair
 - Raleigh sediment basin did get dug out.
- **Environmental Control**
 - 16 Kenton pin location
 - 14 Olivia garage remodel, is too close to Lake. It appears there was a building there before. There is nothing on record for this location but there is a county permit.
 - There was an existing building that they replaced. There was a contractor who did all the work.
 - The owners are not contactable at the moment.
- **Road Committee**
 - No report
- **Finance Committee**
 - See Treasurers report, page 4.
- **Road Improvement Committee**

Please see page 4

Annual meeting presentation will be sent to board in advance of the meeting.

Thank you Marvin for your hard work to this point, it is appreciated.

Board Chaired

- **Maintenance**
 - Plowing snow when we get it
 - Have spent time at the beach house doing work.
- **Office Org.**
 - Working on annual meeting stuff
 - What is the status of the office move? Not an issue until end of 2016.
- **Pool & Lodge**
 - Pool
 - No report
 - Lodge
 - Fireplace is not drafting correctly, and needs to not be used at this time. If it is used it will fill the room with smoke. We are looking into alternatives so it can be used. Perhaps doors or an insert.
- **Administrative & HR**
 - No report
- **Building & Zoning & Security**
 - Car at boat launch will be towed on the 19th.
- **Outdoor Amenities**
 - Bath house repair is underway. Floor and walls are demoed. Plumber will start this week. Rebuild should start in 2 weeks.
- **Website**
 - Send posts to secretary@heritagelakeassociation.com
 - Register on the website to see e-mail updates
- **Social**
 - Chili cook-off was a raging success
 - Next up Game night Friday 26th 7pm at the lodge. Family friendly until 8:30 pm.
 - Need committee volunteers so we can continue to plan these events, hoping to have monthly events.
 - Like us on Facebook

Unfinished Business

- **Additional Road Expenditures**
 - None
- **2016 Annual Meeting**
 - Items returned from printer today. Tara printing proxies in the office tomorrow. Mailing will go out next week.
 - Could use some assistance stuffing envelopes, Saturday morning at the lodge. 9am
 - Who needs agenda time?
 - RIC, Conservation, Finance, Need to ask Rodney about Conservation, Social
 - Working on teller committee and hospitality team.
 - Need to find a projector.
- **New Class of Membership for HLA**
 - Postponed until after annual meeting

New Business

- **Sale of Lots**
 - Vice President Weir Motion Unit 1 Lot 240 to Rob Neel and Jason Trainer for \$100 and prorated assessments
 - Second Director Pirtle
 - One will be the member and the other will be the secondary member as documented on the Member registration form.
 - Vote 4-0
- **Chair for Conservation Committee**
 - This would be up to the committee to elect a chair. There is no one willing/able to step forward. This may be postponed until after annual meeting.
- **March Board Meeting**
 - Scheduled for March 15, which is Primary Day.
 - We are willing to risk it, so please vote early.

Open Floor for Members

- Stephanie Joy – Having issues with lot assessments because Husband and Father-in-Law share a name.
 - Accountant claimed responsibility for the 2014 issues, but thought she had it resolved. Treasurer Waldorf and Secretary Shake will research and have a resolution. Stephanie wants to get account up to date. Someone will contact with a status update by the end of next week.
- Rick Stokes – Introduced Jerry Roy as the 3rd member of ECC.

Executive Session

Motion By: Treasurer Waldorf	Seconded By: Vice President Weir	Vote tally: 4-0
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Executive Session Adjournment

Motion By: Secretary Shake	Seconded By: Vice President Weir	Vote tally: 4-0
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Meeting Adjournment

Motion By: Treasurer Waldorf	Seconded By: Vice President Weir	Vote tally: 4-0
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**Treasurer's Report
February 16, 2016**

All data presented is as of January 31, 2016.

The Total Cash Balance is \$536,842.96 and is made up of the following fund balances:

General Fund	\$63,525.01
Lake Fund	\$86,137.36
Road Fund	\$111,094.79
Emergency Fund	\$75,156.59
Lake Fund CD.....	\$100,480.49
General Fund CD	\$50,386.77
General Fund CD2	\$50,061.95

The outstanding receivables total is \$134,595.30 a decrease of \$27,943.20. 2016 General Assessments were mailed in January and are due March 1. For additional breakdown, please refer to the attached Balance Sheet.

The Year-to-date Net Income is \$-23,648.22 with Revenues of \$354.58 and Expenses of \$23,648.22. Please see the attach Profit and Loss Statement for further detail.

The annual Workman's Comp Insurance, \$4,165. was paid in January. There were no unusual expenses or income in January.

As for actual Cash details, for the month of January the cash deposits were \$17,402.28 and the cash expenditures were \$13,450.93. Additional report details are posted on the Heritage Lake website.

The Finance committee met February 8, 2016. The committee recommended that the assessment and fund mailing dates be established by the treasurer and be no less than 45 days prior to the due date to allow members sufficient time to pay. Accounts with more than \$500 due after March 1 that are not on payment plans will be sent to collections.

The committee reported on their meeting with the RIC committee. Variables of time vs quality vs total cost have been put into spreadsheets. The recommendation of the Finance committee was the presentation at the annual meeting must be concise and simplified presenting the high level options.

This concludes the treasurer's report for February 16, 2016.

HLA Road Improvement Committee Report
Report Date 2/16/16 by Marvin Theobald

The RIC last met Feb 9, 2016.

RIC members have agreed to structure the cost analysis based on cost per member and determine what level of road construction fits within the resulting budget for SSA and HLA funding options. Preliminary amounts were agreed on for starting the analysis to see what combinations of cost and construction options the RIC believes would be acceptable to the Members. Spreadsheet data is guiding the RIC toward what recommendations to present at the Annual Meeting.

RIC questions regarding the SSA were answered by the county in writing on Feb 12. That information is being reviewed and spreadsheet data is being updated to conform to county expectations regarding the SSA. Marvin is in the process of reviewing spreadsheet structure formulation with Bonnie Lemke and road construction options by Shawn Cassatt. Every effort is being made to be prepared to conduct at least two Informational Meetings prior to the Annual Meeting. The dates will be posted on the HLA website and bulletin boards as soon as RIC is certain they will be ready to present.