

HLA Board meeting March 15, 2016

Minutes

Call to Order: 7:05

Roll Call

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

Approval of Previous minutes

January: Motion By Treasurer Waldorf Seconded By Director Welsh Vote tally 3-0
February: Motion By Treasurer Waldorf Seconded By Director Shake Vote tally 3-0

Approval of Expenditures

Motion By Director Shake Seconded By Director Welsh Vote tally 3-0
Vice President Weir arrived

Treasurer's Report

Please see page 5

President's Report

Meetings will now be 4th Monday of the Month beginning April 25th.

Committee Reports

Member Chaired

- **Conservation**
 - Now Co-Chaired by Kurt Lempke and Bill Schaumburg.
 - Rick Bremner needs some guidance on moving the sand at the beach. Not a Conservation issue, Barb N needs to follow up with Rodney as a transition issue for Outdoor Amenities.
- **Environmental Control**
 - No Report
- **Road Committee**
 - With the SSA officially passed, the Road committee's priority is to maintain the roads between now and then.
 - The desire is to move forward with the seal coating as prescribed in the proposed play.
 - A1 seal coat cannot be done until July /August, but quotes and bids can be gotten now.
 - Road fund is currently 116k.
 - Proposing to reseal the primary roads that need it. Kenton, backside of Heritage from boat ramp to Brandy, small section of Wilshire Wood. Estimated to cost approx. 91K
 - Will get another influx of the 2016 Road Fund in July/August.
 - Also need ditch work on Kenton. Approx. \$7,000
 - Also includes spray patching. \$5,000
 - Temporary Repairs to major issues on primary roads are being discussed.
 - Committee is Shawn, Brad, Bob Pirtle, Bob Porter, and Marvin.
 - Secondary Roads that need resurfacing is approximately the same, approx 92K.
 - Working from the RIC plan to prevent further damage.
 - Believe that we should hit the primary roads first, mitigate the biggest risk first.
 - Bid both projects, but separately.
 - Need to also budget for SSA engineering. Estimates are approximately 186k, but those are only an estimate. Resurfacing the secondary roads will take a backseat to SSA costs.
 - Bids will be pursued to be presented to the board at the April meeting.

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- **Social Committee**
 - Easter Egg Hunt March 19th 1pm
 - Game night at the lodge March 25th 7pm (later cancelled)
 - Looking into starting both a Glass Recycling and a Garden Co-op (both suggested by a member).
 - Volleyball registration coming next month. Season starts May

Board Chaired

- **Maintenance**
 - No report
- **Office Org.**
 - Would like to mail Road Fund statements very early (by mid April) still to be due July 1. Give members lots of extra time to budget or arrange payment plans, and include a FAQ like we did last year as to how it happened and what the SSA is all about.
 - Consider sending monthly reminder to those that still have an outstanding amount.
- **Pool & Lodge**
 - No Report
- **Administrative & HR**
 - No report
- **Building & Zoning & Security**
 - No Report
- **Outdoor Amenities**
 - Spoke with Blaine he will put together a time frame and parts and labor. Need to review permits to insure we have everything we need.
- **Website**
 - Always looking for article ideas, what do the members want to see information on? E-mail ideas to the office.

Unfinished Business

- **Road Committee Additional Expenses**
 - Requesting approval for up to \$7,000 for ditch work and \$5,000 of spray patch.
 - Motion Director Shake
 - Second Vice President Weir
 - Vote 4-0
- **Status of Beach House Remodel**
 - The bathhouse is moving along, we will be getting our first inspection soon. Seeking quotes to do the floor. After the floor is done we will be working on the doors and divider walls and maintenance closet. Once that is complete the plumbing fixtures and partitions will be completed and lastly we will put in the sidewalks and cleanup the site.
 - The new features will be an outdoor shower, plumbing that is much easier to winterize and less likely to burst, products used that need less maintenance, cleaning can be done with a hose, low energy water heater and lights.
 - Estimated completion date May 1st.

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New Business

- **Sale of lot 72 unit 2**
 - This is the replacement for Unit 1, lot 240 approved in February.
 - Motion Vice President Weir
 - Second Director Shake
 - Vote 4-0
- **Sale of lots 167 & 168 unit 6**
 - Vice President Weir: Motion to sell as \$100 membership lots.
 - Second Director Shake
 - Vote 4-0
- **Dog park fundraiser items for Preparation.**
 - Requested bathroom and water, we told them that it wasn't going to be a possibility on this short notice, bathrooms aren't typically opened until Memorial day.
- **Policy for fundraiser/not for profit use of facilities**
 - Postponed until April Meeting
- **Special Service Area Committee**
 - Recommendations for members
 - Brad Reed, Marvin Theobald, Bonnie Lempke, Jim Flynn, Tim Coan, Bob Pirtle.
 - Marvin, Bonnie, and Tim as primary, Brad, Jim and Bob as backups
- **Payment Plan, Minimum Amount and Time Frame**
 - Director Shake outlined 4 payment plan options for 2016 Assessments
 - Full Pay EFT
 - Road/Lake 4 Pay check
 - Road/Lake 4 Pay EFT
 - Monthly EFT
 - Finance committee recommends EFT options only. We will eliminate the 4 pay check option.
 - Information will be sent with Road fund bills
 - Minimum payment amount will be total outstanding divided by number of payments between May 1 and Feb 1.
- **HLA Purchase of PA system**
 - Director Shake has found a 2 speaker 4 mic system for \$377 (free ground shipping and tax included). Member services has approximately \$355 extra from using a new vendor for vehicle stickers. Would like to reallocate that money to this purchase, with remainder coming from Social if necessary. May be able to get a better deal at the convention this weekend.
 - Director Shake: Motion to approve up to \$400 from the Member Services budget for the purchase of speakers and wireless mics for the lodge.
 - Second: Vice President Weir
 - Discussion: none
 - Vote Count 4-0 Motion carries
- **HLA Purchase of Projector**
 - Postponed to April

Open Floor for Members

- None

Executive Session No motion made

Adjournment

Motion By Treasurer Waldorf

Seconded By Vice President Weir

Vote tally 4-0

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Treasurer's Report March 15, 2016

All data presented is as of February 29, 2016.

The Total Cash Balance is \$625,196.89 and is made up of the following fund balances:

General Fund	\$144,044.28
Lake Fund	\$88,387.13
Road Fund	\$116,665.26
Emergency Fund	\$75,171.01
Lake Fund CD	\$100,480.49
General Fund CD	\$50,386.77
General Fund CD2 ..	\$50,061.95

The outstanding receivables total is \$279,397.35 an increase of \$144,802.05. 2016 General Assessments were due March 1 and account for \$155,766.64. For additional breakdown, please refer to the attached Balance Sheet.

The Year-to-date Net Income is 217,920.81 with Revenues of \$249,897.88 and Expenses of \$31,977.07. Please see the attach Profit and Loss Statement for further detail.

There were no unusual expenses or income in February.

As for actual Cash details, for the month of February the cash deposits were \$97,619.27 and the cash expenditures were \$9,279.76. Additional report details are posted on the Heritage Lake website.

The Finance committee met March 14, 2016. The committee discussed:

- the current road fund balance and use of 2016 road fund income,
- member payment plans
- potential HLA purchases
- recommendations related to next steps in the SSA process.

This concludes the treasurer's report for March 15, 2016.

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