

Call to Order: 7:00pm

Roll Call

Present			Absent
President Reed	Treasurer Waldorf	Director Stickrod	Tim Coan
Vice President Stalzer	Director Cassatt	Director Henry	

Approval of Previous Minutes

Motion By: Director Cassatt Seconded By: Director Stickrod Vote tally: 5-0

Approval of Expenditures

Motion By: Treasurer Waldorf Seconded By: Director Stickrod Vote tally: 5-0

Treasurer's Report

July 27, 2020

All data presented is as of June 30, 2020.

The Total Cash Balance is \$1,605,432.06 and is made up of the following fund balances:

Emergency Fund	\$127,675.63
General Funds	\$1,094,994.09
Lake Funds	\$254,049.42
Road Funds	\$128,712.92

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$154,236.40, a decrease of \$6,909.55. For additional breakdown, please refer to the June 30, 2020 Balance Sheet.

The Year-to-Date Net Income is \$138,615.73 with Revenues of \$285,420.56 and Expenses of \$146,804.83. Please see the Profit and Loss Statement for further detail.

As for actual Cash details, for the month of June the cash deposits were \$18,497.53 and the cash expenditures were \$19,689.51. Partial payment of \$11,795.23 insurance for roof damage at the lodge was received. Additional report details are posted on the Heritage Lake website.

The Finance Committee met July 13. All payments are currently made from the general account. Steps will be taken to assure they are reversed to the correct accounts within the same reporting month. All

projects over \$3,000 must have three comparable bids unless there are not three vendors available. The annual emergency fund transfer was made at the beginning of July. A board resolution needs to be prepared to establish a separate fund for dam repair pending final engineering report. The SSA bond was reviewed. The tax levy is expected to decrease for the 2021 tax bill because the bond principle was reduced in Dec 2019. Any Heritage Lake road or general funds can be used to pay down the bond principle. The result of any increased bond principle payments will be reduced interest cost in the time following the additional payments, and a shorter bond term or a reduced principle payment in the final year. The yearly principle payment (and subsequent tax levy) will not be reduced unless the SSA agreement is amended each time an additional principle payment is made. Changes to the agreement will result in a minimum of \$5000 of legal expenses that HLA will be required to support.

This concludes the treasurer's report for July 27, 2020.

President's Report

Volunteer Recognition: I would like to thank Nick Mountjoy for his actions cleaning the graffiti off the retaining wall at the beach. Heritage Lake relies heavily on volunteer work to keep fees low and Nick is a good example of that "just get it done" attitude.

We have many projects and committees that volunteers can help with. Please contact the office if you would like to volunteer.

Social Media Policy

- Heritage Lake Association has a Facebook group which allows the board to inform the membership and receive feedback in a timely manner. It is also where community members can communicate events, ask questions, and get involved in the community in a productive manner. Over the past few years, the Facebook group has turned from an effective communication tool into chaos where members and non-members harass, demean, and threaten other members, HLA staff, and HLA volunteer board members.
- Over the past 6 months, I have seen a large increase in these disturbing events. The result has been more time spent and, in some cases, money spent to maintain the Facebook group by the Heritage Lake Office Manager, volunteers, and the volunteer board members. This has slowed some volunteer run projects at Heritage Lake.
- Last year the HLA Secretary made the Facebook group private to reduce non-member input that did not serve any productive purpose. The past 6 months has shown it is time to enable further controls over the Facebook group.
 - The problem can be summarized into the following issues:
 - Foul language
 - Harassment
 - Threats of physical harm against members, HLA staff, volunteers, and volunteer board members
 - Comments not relevant to the original post
 - Screenshots/Re-Posts of comments and posts that had been removed due to one of the above-mentioned issues
- The HLA Secretary and President will implement the following policy and actions.

- Proposal that posts and comments with the following content will not be allowed. Posts and comments violating this policy will be immediately removed by the admins of the HLA Facebook group. Violation will result in single warning to the offending member; a 2nd violation will result in removal from the HLA Facebook Group.
 - Foul language
 - Harassment
 - Threats of physical harm against members, staff, volunteers, and volunteer board members
 - Screenshots/Re-Posts of comments and posts that had been removed due to one of the above-mentioned issues
- Posts and comments meeting the following criteria will be removed without notification. Violations of this part of the policy will NOT result in removal.
 - Irrelevant or do not contribute to the community
 - Not relevant to the original post
- Comments may be turned off for any member posts
- Comments will be turned off for some HLA update posts i.e., pool closing
- Harassment and threats levied against HLA staff, volunteers, and volunteer board members will be handled by the appropriate legal authorities.
- If the issues continue, further actions will be taken.

Committee Reports

Membership Chaired

Conservation Committee

- Dam Lining/Secondary Spillway
 - Austin Engineering will provide clarification of Step 3 proposal for next board meeting
 - Austin Engineering is working on the draft proposal for Step 4 and will send prior to next board meeting.

Environmental Control Committee

- Approved easement change on Londonderry
- Approved 3 accessory permits
- Approved 2 lot line permits
- Approved 1 fence permit
- Disapproved 1 fence permit for 2- 25' sections of privacy fences on each side of a side yard. Member was fine and will use ornamental fence all the way around the yard.
- Formed a committee to discuss the fence along Fast and a walking path in the right of way.
 - 3 Quotes were presented for fencing from Bradford to West Border of Heritage Lake by member Himmel
 - Split rail fence along Fast Avenue, from Bradford to West border of Heritage Lake for consideration
 - Chair Weir noted that all 7 members along Fast Ave. are not on board for adding a fence.
 - The board does not support a privacy fence anywhere in the subdivision.
- Chair Weir has met with Tazewell County Transportation Chair, Greg Menold,

- Chair Weir is on the Tazewell County agenda for the next transportation meeting.

Road Committee/SSA

- The Beach/Pavilion area and the Heritage Dr ditch work, near beach parking lot, NW side of road - Continued to work with the county engineer on a quote. The bid package is currently under review.
- Kenton St Speed Bump - Speed bump dimensions and position were sent to the county engineer for quoting. The RFQ package is being prepared.
- The road committee will be documenting areas that need spray patch in August. Spray patching will take place in September.
- The road committee would like to reach out for volunteers to help with maintenance and upkeep of the roads. We are looking for committee members ready to work on project planning and execution. We would prefer volunteers with road construction, excavation, or an engineering background. Please submit your desire to volunteer and qualifications to the office.

Board Chaired

Maintenance

Maintenance staff has been working with all board members and committee members on the following:

Environmental Control

- Removal of several dead ash trees at the campgrounds
- Meeting with and discussing replacing fence along Fast Ave.

Conservation Committee

- Meeting with and starting the clean-up of brush and tree removal from Raleigh sediment basin to the lake.
- Mowing of dam, which will be mowed 3 to 4 times a year or as needed

Pool & Lodge

- Cleaning pool, and keeping water pumped out as needed for contractor work
- Assisting with bid work for new roof on lodge

Outdoor Amenities

- Adding topsoil to fence line, to repair wash-out areas
- Produce procedures for bathroom/shower cleaning as requested by county
- Replace rope and warning buoys at beach
- Meet with and agree to add mason sand to volleyball court

Road Committee

- Meeting with Road Committee and County Engineer to assist with ditch work projects for 2020

Office Organization/website

- Plexiglass was installed in the office
- Office will open around August 17th

- 1 Person in the office at a time, door will be kept closed
- Masks are required when entering the office

Pool and Lodge

Pool

- Pool working well.
- Olivia Kneip, Pool Manager, is doing fantastic job
- Pool opening was delayed couple of days due to chlorine imbalance and was closed a couple days due to weather.
- Keeping a close eye on mechanics of the pool

Lodge

- Septic tank line had to be rotor routed
- Getting quotes on replacing that old tile line with PVC to eliminating cutting the trees and added cleanout on the outside of the lodge
- Review of received quotes on lodge roof repair
- Motion made to allow up to \$30,000, includes the \$19,000 from insurance, for replacement of the lodge roof, contractor to be determined by Director Stickrod

Motion By: Director Cassatt Seconded By: Director Stalzer Vote tally: 4-0 1 Abstain

- Reviewing damage, cracking, and rotting on the outside of the Lodge
- Motion to create a Committee for Lodge Renovation

Motion by: President Reed Seconded by: Treasurer Waldorf Vote Tally: 5-0

- Director Stickrod, Treasurer Waldorf and Director Cassatt will represent the Board on the Lodge Renovation Committee

Admin/HR

No report

Building/Zoning/Security

- Discussion of options for vehicle stickers and guest passes, possibly use QR Codes to protect identity/location. Director Henry will provide QR demo at next meeting.
- Enforcement of HLA amenities - non-members and members not in good standing

Outdoor Amenities

- Urinal Replaced at Campground bathroom damaged by vandals
- Water hydrant at dog park fixed now
- Ameren contacted to repair the light at the boat dock
- New rope floats for the Beach have been purchased and will be installed soon
- Beach Bathrooms were vandalized by BB holes in windows
- Shed at the baseball field needs repair
- Vice President Stalzer will investigate fixing the shed and getting a key to open the shed to access bases.
- Director Stalzer will discuss the handrail request at the boat dock area with member

Unfinished Business

HLA lot sales: Working through Quit Claim Deed issue with McGrath's office on 229 Westminster

New Business

- **Rules and Regulations**
 - Proposed changes to be reviewed at next meeting. Proposal to be sent to lawyer for review
- **Office Manager**
 - Patty is going to resign in the near future, and I like to thank her for all the work and effort she has put in keeping us together.
 - New tasks have been added to the office manager's plate in the last 4 years we are reviewing the job description and procedures and will send it out to the board.
- **Telstar Internet service**
 - Reviewing office contract with Frontier
- **HLA Check signatures**
 - Accountant, Shelli Streit, is the only person authorized to sign checks; need to add President as a signatory
- **HLA lot sales**
 - Motion made to sell 21 Raleigh (13-13-09-205-008) to Chris Youngmark

Motion by: President Reed Seconded by: Treasurer Waldorf Vote Tally: 5-0

- Motion made to sell 8 London Ct (13-13-15-102-002) to Rob Dieckow

Motion by: Director Stickrod Seconded by: Vice President Stalzer Vote Tally: 5-0

- Right of First Refusals will be sent out by HLA office

Open Floor for Members (MEMBERS PLEASE SIGN IN) 3 Minute time limit

HLA Board Meeting July 27, 2020
Minutes

Executive Session: None

Executive Session Adjournment: None

Meeting Adjournment: 8:50 pm

Motion to Adjourn By: Director Stickrod Seconded By: Vice President Stalzer Vote tally: 5-0