

CHANNEL LAKE BLUFFS ASSOCIATION
MINUTES OF THE ANNUAL MEETING
July 13, 2019

The meeting was called to order by President, Christine Ryder at 9:00 a.m.

Christine Ryder read aloud the CLBA Mission Statement.

Board members and Trustees present were introduced: Christine Ryder, Cathy Phillips, Dave Brown, Anne Huffman, Betty Knox. Absent were Jody McCormick and Nancy Maroney.

Trustee, Betty Knox, took the roll call of Association members. It was determined that there was a quorum by members either present or by proxy to have an official meeting.

New homeowners present, Mark and Heather Papuga on Prospect Avenue, were introduced and welcomed.

The Minutes of the July 15, 2018 Annual Meeting were reviewed by all present. Mark McDonald made the motion to accept the minutes; Sandra Lawrence seconded the motion. All members present voted in agreement and the motion was passed.

Treasurer's Report: Betty Knox presented the *Statement of Accounts* for 2018-2019 and the *Proposed Budget* for 2019-2020. Conversation was started on where the Association's available funds could be used and Christine Ryder suggested that we table that discussion for the **New Business** portion of the meeting.

The Statements of Accounts and the Proposed Budget were reviewed by all present and there were no questions or objections at this time. Terry Colby moved to accept the Statements as presented. Pete Siebert seconded. Motion passed.

Old Business:

1. Bylaws changes update – There are still 25 unsigned amendments to the bylaws that were revised in 2016. Christine Ryder pointed out that the bylaws for the Association were established in 1923 so there are some minor changes in wording. These ALL need to be signed in order for the bylaws to be amended.
2. Betty Knox announced that an Accountant has been hired. Everything pertaining to billings, collections and checking and savings accounts will be handled by the firm.
3. During the discussion of old business, the security cameras were brought up. Dave Brown is in charge of the security cameras. He advised that they are checked regularly and the batteries and sim cards are changed twice a year.
4. The Association has a new answering service. Also brought up in this discussion was emails to the Association. Barbara Bettasso asked how long it takes to check for messages and who responds. She said she was at the beach one day and encountered a Lake County Health Dept. representative who advised her that the beach has been Red Tagged and should be closed to swimming. She said they told her that the Association needs to put up a sign to this effect. Also, the Health Dept. supposedly sent a letter to the Association advising of the red tagging but no one on the Board recalls receiving it. Barbara said she sent an email to CLBA and no one responded. Several others said they have sent emails and the Board advised that they were not received. The Board will look into this matter and Christine provided the email address

as info@CLBA.US. Regarding the Health Dept., Dave Brown suggested adding a link for Lake County Health Dept. to the Association's website.

Sherry Alfonso asked that the Board Members' phone numbers be provided to Association members. Christine Ryder advised that all calls can and should be made to the answering service at 847-871-0443. Board members' phone numbers have not been provided in years due to the fact that persons no longer on the Board are/were still getting calls after they were off the Board. The charge for the answering service is \$49.00 a month. Betty Knox motioned to keep the answering service at \$49.00 a month; Bob Reid seconded the motion. There being no one opposed, the motion was passed.

Bob Reid's daughter, Kelly, volunteered the information that she is on a Condo Association board and they have to provide phone under a Transparency Act and wanted to know if the same applied to our Association. The Board will look into it.

5. Beach area – Jody McCormick, Vice President. Is working on getting sand. Bob Reid made a motion to have the landscapers rake the area once a month. Betty Knox seconded the motion. All present in favor.

Capt. Rod will take the buoys in and out of the swimming area each year. He has taken pictures so he will have reference to where they should be placed the following year.

New Business

1. The grate on the West pier at the boat launch needs to match the East pier. Bob Reid made the motion to accept this quote; Kathy McDonald seconded. Motion passed. Gravel is also needed at the boat launch. Bob Reid motions that \$6,000 be used for the piers; Betty Knox seconded. Motion passed. Bob Reid made the motion that \$1,500 be used for gravel for the boat launch; Betty Knox seconded. Motion passed.
2. Betty Knox read a letter from J. (John) Feld. He sent a letter to the Board to be read at the Annual Meeting. He volunteered to help with work on the boat launch in any way he can.
3. There was a request by one of the home owners, Erik Kellgren, next to the pathway between Grapevine and Prospect Avenues to blacktop that area and split the cost three ways, between him, Pat Siebert who lives on the other side of the pathway, and the Association. It was discussed and decided that blacktop cannot be done because there is a storm water drain under the walkway. Also, Kellgren does not have a driveway and uses the easement for access to his property. Terry Colby motioned to not allow asphalt on the driveway. Peter Siebert seconded.
4. The Boat Launch Rules and Regulations need to be amended to reflect that slip rental fees must be received by April 30th; the wording now states April 15th. Terry Colby motioned to make this date amendment; Betty Knox seconded. Motion passed.

There is currently one boat slip available. Sherry Alfonso's cousin is using one slip. Bob Reid's boat is currently out of the water for repairs. This leaves 2 slips open. The next homeowner(s) on the waiting list are John and Barb Bettasso. Anne Huffman made a suggestion that the open slip be awarded to them at this time at a pro-rated amount. Terry Colby made the motion to accept pro-rating the slip this year and Bob Reid seconded. The motion was passed.

Currently, any open slips are made available at the Annual Meeting and that date is already well into the boating season and does not give boaters a chance to rent the slip before making arrangements with a marina. The motion to change this date to after April 30th was put forth. Terry Colby motioned to accept. Betty Knox seconded. No one opposed and motion passed.

A motion was brought to the floor that only a homeowner (or immediate family member with proof of residency) can use a boat slip, immediate family member being father, mother, brother, sister, son, daughter. Anne Huffman advised that CLBA used to ask for boat ownership and home ownership and do we want to go to providing this information. One suggestion was that the name on the boat must match the homeowner name on the CLBA address. After much bantering among the Board and Members, Cathy Phillips motioned that the definition would be that the boat slip owner must be a CLBA member in good standing and the boat must be registered to the homeowner. Anne Huffman seconded. The majority of the members accepted the motion. There were four in opposition.

Sherry Alfonso questioned why the Boat Launch rules have suddenly changed.

5. At 10:18 a.m. Christine Ryder, needing to leave the meeting early, jumped ahead on the agenda to address voting on term limits for Board Members. It was clarified that all positions are two-year terms. Anne Huffman's term is retiring. All other Board Members are staying on. Christine Ryder departed the meeting at 10:20 a.m. and Cathy Phillips and Betty Knox took over leading the proceedings.
6. Discussion returned to the Boat Launch. Slip rental is currently \$350.00. Terry Colby motioned to keep the price at \$350.00. Bob Reid seconded. Motion passed.

Discussion returned to definition of who is considered eligible to have a slip and it was decided that it would include "Eligible Homeowner, Spouse/Significant Other with the House and Boat in the same name". Betty Knox motioned to accept. Lou Bleicher seconded. There was one opposition.

7. Wording in the Boat Launch Rules and Regulation regarding assessment for a lost boat launch key will be revised to replace the dollar amount (currently showing as "\$250.00 FEE") to "current fee". Terry Colby motioned to make this change; Barbara Bettasso seconded. Majority accepted the motion with one opposition. The original key cost is \$10.00 but if you lose it, the full slip fee will be assessed for a new one.

The boat launch rules and regulations must be abided by ALL boat slip owners.

Proposed Budget

1. The proposed 2019-2020 budget was reviewed. Pat Siebert questioned the ComEd maintenance fee. This fee is now split between the beach and boat launch expenses. It comes to approximately \$95.00/month. The lights at the beach and boat launch are the only expenses we incur from ComEd. The street lights are a separate fee that we are charged by Antioch Township.

It was also requested by the Board that homeowners alert the Board when they see a light out anywhere. This can be done through the website (<http://www.clba.us/>), phone call (847-871-0443), or email (info@CLBA.US).

Bob Reid's daughter, Kelly, questioned the \$4,000.00 proposed for the boat launch budget versus the \$7,500 discussed earlier (see *New Business, number 1*). It was explained that the \$7,500 is a separate amount for the rip-rap only and does not come out of the proposed budget.

Betty Knox motioned to accept the proposed Budget; Terry Forde seconded. Motion passed.

2. The annual house and lot assessments will remain at the current of \$140.00 per house and \$10.00 per lot. Betty Knox motioned to accept these assessments; Pete Siebert seconded. Motion passed.

Anne Huffman volunteered to remain on the Board. We are in need of someone to volunteer to take the minutes of the monthly and Annual meetings. Bob Reid's daughter, Kelly, suggested that this person may want to use a recorder to aid in taking the minutes.

Three volunteers are needed to audit the books prior to next year's annual meeting. Barbara Bettasso and Carol Singer volunteered last year but they were not contacted this year to do the audit. They volunteered to do the audit next year.

3. Betty Knox read the condensed version of the Rules and Regulations for both the Association and the Boat Launch. Discussions were as follows:
 - a. If you are having a party or gathering and must have your guests' cars park on the street, be sure they are parked on only one side of the street. This is by law to allow Emergency vehicles access down the street should the need arise. It is encouraged that you contact the Board prior your gathering so they are aware in case they get phone calls from your neighbors.
 - b. The park law regarding food and beverage has been changed to allow food on the park/beach. Please be sure to clean up after yourselves.
 - c. The park and beach are for use by Homeowners and their guests only. If you see someone who does not look like they legitimately belong there, you have the right to question them. You can call the Police (non-emergency) if you wish. Wrist tags are available for all homeowners. If you need wrist tags, please contact a Board member.
 - d. Homeowners who are behind in their dues can be taken to Small Claims Court. Bob Reid asked about using a collection agency and it was noted that that route has been taken in the past and was not fruitful.
 - e. When a home is sold there is a lot of paperwork involved. Betty Knox made the motion that CLBA should charge a fee of \$25.00 for processing the necessary paperwork when a homeowner sells their home. Tom Ryder seconded. Motion passed. Anne Huffman said this change will be put into the Rules and Regulations.

Open Floor to Discussion

1. Aaron and Andrea Rolla belong to Northbridge Church and they asked if it would be okay for a group of their church's members to do some work on the beach and park to clean up. They would need to submit a proposal to the Board for review.
2. Pat Seibert requested that the blacktopping of the walkway be revisited by the Board. Pat has a \$6,000 bid to blacktop that portion of the walkway along his and the Kellgren property on Prospect Avenue. Anne Huffman pointed out that the Association is responsible for the drainage that runs underneath

the walkway. Pat indicated that paving wouldn't affect the drainage line. It was brought up that the Kellgren property does not have a driveway and Pat also stated that he does not have a driveway.

The walkway is a 10-foot strip of land and that runs between Grapevine and Prospect and is part of the Association. Discussion was made on also looking at running a 6-foot wide strip of blacktop on the Grapevine section of the walkway. Betty Knox said she could not authorize work on the walkway but would bring the matter to the Board.

Aaron Rolla said he received a quote of \$3,200 to do his driveway. The Board will welcome any quotes.

3. Bob Reid's daughter, Kelly, brought up the fact that the wooden walkway is gone on the East side of the boat launch and needs to be replaced so people can get to their pier slips.

Drawing of Homeowners Assessment - Sandra Lawrence won the raffle waiving the house assessment fee for the 2019-2020 fiscal year.

Adjournment – Dave Brown motioned to adjourn the meeting. Bob Reid seconded. Meeting was adjourned at 11:14 a.m.