

C.L.B.A. BOARD MEETING MINUTES SEPTEMBER 11, 2019

The meeting was called to order at 7:00 p.m. by Christine Ryder

ATTENDEES: Christine Ryder Jay Feld
Cathy Phillips Anne Huffman
Jody McCormick

ABSENT: Nancy Moroney and Dave Brown

GUESTS: None

Christine nominated Jay Feld as a Trustee, 2nd by Cathy.
All Board Members present voted in agreement – Motion passed.

REVIEW PAST MINUTES:

Jody made the motion to accept the August 20th, 2019 minutes, 2nd by Cathy.
All Board Members present voted in agreement – Motion passed.

TREASURER'S REPORT:

Christine gave the Treasurer's Report per the latest report given to CLBA by Piwonka Accountant:

Checking: \$18,341.70
Savings: \$13,603.35

OUTSTANDING Invoices:

\$ 460.00 – Lindstrom Landscaping for 4 weeks of mowing in August
\$ 61.30 – Piwonka CPA for Download, code & reconcile bank, post & print
Invoices
\$ 60.00 – Piwonka CPA for download, code & reconcile bank, clear receivables,
compile Financial statements
\$ 581.30 – TOTAL outstanding invoices

DEPOSITS:

\$2540.00 – made 09.10.19

Motion to accept the treasurer's report was made by Anne, 2nd by Cathy.
All Board Members present voted in agreement – Motion passed.

SECRETARY'S REPORT:

All of the totals now match – the software (CLBA's, Betty's & Accountant Piwonka's) and the hard copy book (Cathy's). Moving forward, there should be no discrepancies. Accountant Piwonka had to scrub CLBA's Quickbooks and rebuild it from scratch from all old information as it was such a mess! Copies of deposits weren't getting to Cathy so she couldn't balance the hard copy book. Therefore, from now on, the Treasurer MUST supply Cathy with every

deposit right after it is made so the hard book can be maintained properly. And we won't have to go through the painstaking task of trying to catch up later.

Cathy reported that the house at Grapevine is being served with an eviction notice 09.16.19. It was mentioned we should explain to the immediate neighbors what's happening for a smoother transition.

NEW BUSINESS:

- 1) Open Treasurer position – a couple of members volunteered but it was decided that they couldn't devote the time it would take to do the job properly. We are still looking for someone to fill this opening. Until then, Christine, Cathy & Jody will do it as a group effort.
- 2) Invoices & Deposits – It was discussed that going forward, the Treasurer will present all invoices to be paid for Board approval and a tally of the total deposits made from the time of the last meeting. During the course of the month, the Treasurer will email the Board for approval if invoices need to be paid before the next meeting.
- 3) Rip Rap at South End of Beach:
 - It was voted on by CLBA Members at the Annual Meeting that the budget for Rip Rap at the South end of the Beach be \$7500. After several quotes were received, Capt Rod's quote for \$7500 was voted on by all Board Members present – Motion passed. We will let Capt Rod know. He will get the permits needed and start work as soon as the water is lowered for the Winter Season.
- 4) Boat Launch Ramp Repair/Reconstruction Quotes:
 - A. Capt Rod - \$25,000 for new concrete pad & removal of old grate
 - B. S & K Landscaping - \$3500 for new grate & stone. He bowed out because he didn't think he could do it up to his satisfaction.
 - C. Ground Works - \$3125 for new grate & stone
 - D. RC2 Services - \$1350 for rock & geo fabric/gravel base
 - E. RC2 Services - \$3600 for concrete (should be used w/option #1)
 - F. RC2 Services - \$2500 for new grate & stone
 - It was voted on by CLBA members at the Annual Meeting that the budget for the Boat Launch Ramp Project be \$6000. Cathy made the motion to do options 1 & 2 from RC2 Services equaling \$4950 plus permit costs. Christine 2nd. All Board Members present voted in agreement – Motion passed.
- 5) Insurance Quotes & discussion regarding \$1M vs \$2M policies:

- Fidelity Bond Insurance (The IMT Group) Expires 11.30.19 \$ 275
 ** Covers anyone handling the money for CLBA
- Workers Comp Insurance (Liberty Mutual) Expires 5.25.20 \$1515
 ** Do we REALLY need this? We don't have any
 "employees"
- Not for Profit – D&O Insurance (West Bend) Expires 8.31.20 \$ 450
 ** Covers Directors & Officers from getting sued personally
- General Liability Insurance (West Bend) Expires 8.31.20 \$1498
 ** Covers most everything else
- TOTAL INSURANCE PAYMENTS per year \$3738
 - A. Farmers - \$_____
 - B. Biglow - \$3055 for 2M coverage
 - C. Chubb - \$_____
- After much discussion, it was voted that we only need to be covered to \$1,000,000. It was discussed that we need more information regarding Worker's Comp Insurance and whether we need it. Or do the Certificates of Insurance that we get from each person that does work for CLBA cover the Worker's Comp portion? It was discussed that we need to get more quotes and vote via Board group email as soon as possible.

6) Antioch Township – Tom Shaughnessy wants to attend one of our meetings to talk about our Street Lights and to answer questions. All Board Members present voted in agreement – Motion passed. We will contact Tom to join us for our next meeting.

- 7) Newsletter – Nancy has all info and is working on it to go out asap
- ✓ Explain where to find website and what's on it for them
 - ✓ CLBA answering service 847.871.0443 to leave a message
 - ✓ Welcome Board Members
 - ✓ Welcome new homeowners
 - ✓ Beach Health Advisory www.lakecountyil.gov/beach-advisory
 - ✓ Lake County Nuisance Hotline 847.377.4444
 - ✓ No parking on the streets
 - ✓ Noise Restrictions - barking dogs, revving engines, loud music
 - ✓ Keep yard appearance up – long grass, trash, non-running vehicles
 - ✓ Payment for Association Dues should be received by Nov 1st, 2019

8) The CLBA Inventory List was revised and presented to the Board to go over and make any corrections they felt were needed.

9) Fox Towing Contract – this needs to be revised to delete Betty Knox as a contact person and Cathy Phillips needs to be added as a contact person.

10) Welcome Packets need to go out to:

- 26371 Grapevine - Carla Daniels
- 26483 Grapevine – Nicholas Smetters
- 26401 Grapevine – Timothy Carlson
- 26388 Grapevine – Aaron & Andrea Rolla
- 26469 Prospect – Mark & Heather Papuga (attended Annual Meeting)
- 42723 Woodbine – Mik & Terry Forde (attended Annual Meeting)

11) Expense Reports – it was discussed that every expense report has to be approved by all Board Members before it be paid.

12) West Side Pier Replacement – Anne brought up that Tom got quotes from 5 Star Marina for (3) 10' x 3' sections needed to replace the bad ones up to the jog in the pier or (5) needed to go to the end of the west pier. Each section includes (2) legs, (2) pockets, (2) feet, (2) clamps, (2) cross bars and (5) plastic inserts. Quote for (3) sections = \$1453.68. It was decided that we will revisit this in February or March with a current quote in case pricing changes. We need to get a quote from Capt Rod to install said pier pieces and level existing piers as needed. Work will begin as soon as Spring weather and water allow.

13) Jody mentioned that the Port-o-Potty was removed for the season

General Business:

- * Went through "Monthly To-Do List" for September & October
- * Assigned or asked for volunteers for projects on the To-Do list so it all gets finished!

As there was no additional business to come before the Board, Jody made a motion to adjourn, 2nd by Jay. Motion passed. Meeting adjourned at 809 pm.

Next meeting is scheduled for 7:00 pm Tuesday October 15th, 2019 at Christine's home.

Respectfully submitted
Cathy Phillips, Secretary