

**Sunset Lake Association Board of Directors Meeting Minutes**  
**February 11, 2025, 7:00pm-Hanaur Hall**

- I. Call to Order by President Russ Baldwin
- II. Pledge of Allegiance-ALL
- III. Roll Call by Jenny Buhl

Title, Name	Term Ends	Present/ Absent
President Russ Baldwin	2025	P
Vice President- Tom Sidener	2026	P
Treasurer, Michelle Bearden	2026	P
Secretary, Jenny Buhl	2026	P
Valerie Jagiela	2025	P
Anne Clough	2027	P
Ron Schultz	2027	P
Anne Dorman	2027	P
Dave Johnson	2025	P

IV. Approval of Minutes

January 14, 2025-

ACTION: Motion made by Schultz and seconded by Baldwin to approve the January 2025 meeting minutes, all approved

V. Old Business

a) Pond Dredging Update-Birch Pond

ACTION: Report from Baldwin and Johnson-the dredging of Birch Pond has begun along with clearing of a tree line North of Pine Pond to help with removal of dredging material from Birch Pond, the estimated completion time is approximately 6 days.

b) Tower Repair Update

ACTION: Information from Gary Wilkin, presented by Baldwin-Lakes and Rivers informed Gary the cost to replace the valve with the original type will be at least \$2000 over the original proposal and would not be available for 26 weeks. Lakes and Rivers provided an option for a Mueller type of valve that works a little differently than the originally installed valve but could be just as effective at significant cost

savings of over \$10,000 and can be installed within approximately 8 weeks. Galesburg Lake has the same type of valve. Gary Wilken will get a contact for Galesburg Lake to get feedback on the “Mueller” valve for comparison and decide on how to move forward.

## VI. Reports

- a) President Report: Russ Baldwin-a description of committee and administrator duties was circulated asking for everyone to review and give feedback from the SLA BOD and to approve at the next meeting. The lake has started to fill up, approximately 4” at this point. Members have helped in the removal of many tree stumps that are now exposed. After the January 2025 meeting, the board held a closed session meeting to discuss a sensitive issue but wanted to note that nothing was voted on during that closed session meeting. One item that was discussed was to appoint a payroll administrator to oversee the weekly payroll process. President Baldwin made a motion to appoint Sue Muschong as the payroll administrator, seconded by Sidener; all approved. Several members have inquired regarding the wind farm coming to the area. Russ provided information he found from the Macoupin County Board and that if the county approved the project, SLA has no input on the project. Lotus Wind has daily updates online regarding road closures.
- b) Legal & Insurance and Safety Enforcement: Russ Baldwin/Ann Clough-Rates have been locked in to renew our insurance coverage for a 3-year term with the same coverage as our previous policy at a cost of \$10,500 per year which falls within our budgeted amount for yearly insurance.
- c) Lake Patrol-Safety Enforcement: Russ Baldwin/Dave Johnson-with the lake down and visibility to the entire length of the boat ramp, a sign will be posted to alert when the boat ramp ends.
- d) Water Quality: Val Jagiela/Anne Dorman-Nothing to report
- e) Building & Construction Permits: Ron Schultz/Tom Sidener-Lot 183-Dredging; Lot 61 deck extension
- f) Common Grounds: Roads & Dam: Tom Sidener/Ron Schultz-minor repairs to snow removal equipment to prepare for next snowfall, and gas has been refilled.
- g) Leasehold Ground: Anne Dorman/Russ Baldwin-Nothing to report
- h) Treasurers Report-(Finance, Insurance & Property Taxes): Michelle Bearden/Jenny Buhl-Michelle distributed treasurers that includes the bank account balance summary through the end of January 2025 with a total cash balance of \$349,668.76, when including totals of pending board approves expenses but not paid, the total cash balance reflects \$196,521.76, the P&L Statement and 2025 Budget vs. Actual account totals through February 9<sup>th</sup> with no budget concerns at this time. With the current need to replace the printer/copier, the budgeted amount of \$5500.00 for Office/Hall Expenses could be tight.
- i) Bylaws, Rules & Regulations/NFPC Status: Val Jagiela/Ron Schultz/Russ Baldwin-Nothing to report

- j) Sanitation: Russ Baldwin/Dave Johnson-Reminders will be sent out to members regarding adding chlorine tubes also alerting that if no chlorine is present at the chlorine checks, chlorine will be added at a fee for the member.
- k) Leases- Administrator of Leases; Amy Walkenbach/Jenny Buhl-Nothing to report
- l) Long Term Planning Committee-Ron Schultz-An overview of his vision of the Long-Term Planning Committee was presented. A reported 4 board members, (Ron Schultz, Russ Baldwin, Val Jagiela, and Anne Clough) along with 4 leaseholder members are interested in joining the committee that will be the core planning committee. Ron will call a meeting prior to the March SLA BOD meeting to discuss the goals and execution of ideas from this group.

## VII. New Business

### a) New Copier/Printer-Purchase or Lease

DISCUSSION:/ACTION: Estimates to replace the 10-year-old copier/printer were distributed. Discussed the options of purchasing a new machine for \$6500.00, purchasing a refurbished machine for \$3500.00 or a 60-month lease of a refurbished machine for \$70.00/month. Questions arose concerning the purchase of a refurbished machine, whether any warrantee is included, how old the refurbished machine is and how many copies we have used historically. Buhl to call Tom Day and get more information and answers to these questions. Schultz made a motion to purchase the refurbished machine for \$3500.00 and seconded by Bearden, all approved pending further information received from Tom Day Business Machines.

### b) Payroll Administrator Appointment

DISCUSSION:/ACTION: This item included in the President's report

### c) Lot Assessments for Lots with no direct lake access-

DISCUSSION:/ACTION: A member inquired why they were required to pay the lot assessment if they do not have direct lake access. During discussion it was brought up that the annual assessment is not tied to lake access. Russ Baldwin will contact the leaseholder to explain our discussion.

### d) Salary Increase for Office Staff-

DISCUSSION:/ACTION: After investigation of area salaries for the same job description as our office staff, a motion was made by Johnson to increase the wage by \$1.50 to meet market levels effective next pay period with no further increase for employees for 2025 and going forward annual reviews and salary increases will take place each January, seconded by Sidener, all approved.

### e) Procedure regarding members' suggestions/requests-

DISCUSSION:/ACTION: Baldwin presented suggestions for a procedure regarding members that would like to approach the board with suggestions or requests during board meetings. Ideas included a form to submit prior to the meeting that would allow for better preparation to be able to take action if needed in a timely manner. Russ Baldwin and Anne Clough will prepare a policy and process for presentation at next month's meeting.

#### Membership and Guest Recognition:

Lot 257-Ray Reardon-on the topic of the valve replacement on the tower, to check the flow rate of the new ball valve being proposed and if this type of valve is in compliance with our dam permit. Ray also offered the use of a post driver when replacing posts on the dock located at the boat ramp.

#### IX. Board Comments

X. Adjourn 8:47pm; Motion made by Sidener, seconded by Jagiela to adjourn, all approved.