

Sunset Lake Association

May 1, 2018 Meeting Minute

Meeting was called to order at 7:00pm by Vice President Mike Colebrook. Members present were: Mike Colbrook, Bill Urban, Deb Martin, Gary Wilken, Thane Johnson, Dan Roseberry. Absent: Bob Sons

Members Present: see attached

Election of vacant officer positions took place. Results are: Deb Martin elected President, motion made by Thane Johnson, second by Dan Roseberry, motion passed unanimously.

Gary Wilken was elected Treasurer, motion made by Deb Martin, second by Thane Johnson, motion passed unanimously.

A short 5-minute adjournment took place to allow new officers to understand their roles before returning to the meeting.

Meeting was called back to order with the previously mentioned members in attendance.

Old Business discussed:

Garage Sale date to be held May 12

Motion to approve fireworks contract with J&M given by Gary Wilken, second Thane Johnson, motion passed unanimously (see attached Contract)

Motion to approve expenditures associated with the fireworks contract of \$15,000 and incidental costs associated by Thane Johnson, second Mike Colbrook, motion passed unanimously.

Boat sticker updates came from Bill Urban that he had been on the water and was able to allow access to members to purchase boat stickers.

Deb Martin gave an update on outstanding Assessments owed totaling over \$13,000.

Motion to accept into record the following resignation by Bill Urban, second by Mike Colbrook, motion passed unanimously. (see attached resignations)

- a. Kristy Barnes – February 16, 2018
- b. Kristy Barnes - February 20, 2018
- c. Norm Brand – February 20, 2018
- d. John Kemp – February 21, 2018

- e. Roger Winterland – February 21, 2018
- f. Bill Walkenbach – March 6, 2018
- g. Debbie Thompson – April 3, 2018
- h. Dan Duncan – April 3, 2018

Reports – (see attached)

- a) Superintendent – Jim Wilson
- b) Office Manager – Kristy Barnes
- c) Aquatic Control & Water Safety – Bill Urban
- d) Building & Construction – Mike Colbrook
- e) Roads/Dam/Grounds – Bob Sons – absent – verbal report given on spillway repair review
- f) Finance Committee –
- g) Legal & Insurance/Fireworks – Dan Roseberry
- h) Sanitation Committee - Thane Johnson
- i) Grounds, Shoreline & Boat Docks Committee – Deb Martin
- j) Water Quality, Aquatics Conservation – Gary Wilken

In New Business February 2018 minutes were approved by a motion from Gary Wilken, second by Thane Johnson, passed unanimously (see attached); the Special Called March Meeting, March Regular Meeting, and April Meeting were tabled until the June meeting because Board Secretary Bob Sons had not provided them to the board – motion by Thane Johnson, second Gary Wilken, passed unanimously.

An employee handbook was approved and implemented to all employees. Motion by Gary Wilken, second Mike Colbrook, motion passed unanimously. (see digital file)

A Conflict of Interest Policy was passed and implemented. Motion by Thane Johnson, second Mike Colbrook, passed unanimously.

Approval to put forth an RFP (Request for Proposal) for CPA (Certified Public Accountant) Services to include audit, tax preparation, and association financial oversight was motioned by Dan Roseberry, second by Gary Wilken, motion passed unanimously.

Motion to solicit information from local banking institutions in the Girard/Virden area to evaluate banking opportunities was motioned by Mike Colbrook, second by Dan Roseberry, passed unanimously.

Three transfers were approved by the board. Motion by Thane Johnson, second by Bill Urban, motion passed unanimously.

- i. Lot 86 & 88 Don & Judy Stowers to Curtis Louis Stowers Trust
- ii. Lot 253 Mark & Barb Newhouse to Dennis J Churchill & Deborah A. Hunt
- iii. Lot 25 Sandra Murphy to Mark & Suzann Maxheimer

Membership & Guest Recognition – Several Members spoke to thank the board for better communications and for moving things forward.

A motion to adjourn was made by Mike Colbrook, second Dan Roseberry, passed unanimously.

DRAFT