

# Sunset Lake Association

30505 East Lake Dr, Girard, IL 62640  
217-627-3339

## MEMORANDUM

TO: Board of Directors and Bill Hohimer, Superintendent  
FROM: Kyla Tanner  
SUBJECT: February Monthly Board Meeting  
DATE: January 31, 2003

Please plan to attend the Directors' Meeting on Tuesday, February 4, 2003 at 7:00 P.M.  
The meeting will be held at the Community Center, Hanauer Hall, 30505 East Lake Drive.

Thank you!

# SUNSET LAKE ASSOCIATION

## AGENDA

February 4, 2003 7:00PM

CALL TO ORDER

ROLL CALL

VISITORS

SUPERINTENDANT'S REPORT

OFFICE MANAGER'S REPORT

APPROVAL OF THE MINUTES OF DECEMBER 3, 2002

APPROVAL OF BILLS PAID FOR DECEMBER 2002 AND JANUARY 2003

COMMITTEE REPORTS:

AQUATIC CONTROL & WATER SAFETY	- BOB SONS
BUILDING & CONSTRUCTION COMMITTEE	- DENNIS DENNEY
DAM & GROUNDS COMMITTEE	- JOE DINORA
FINANCE COMMITTEE	- TOM ERICKSON
LEGAL & INSURANCE COMMITTEE	- ALLAN SHARP
ROADS COMMITTEE	- GEORGE MADIAR
SANITATION, SHORELINE & BOAT DOCKS COMMITTEE	- RICK WHITEHEAD
WATER QUALITY & CONSERVATION	- ERNIE NEUMANN

OLD BUSINESS - Equipment Shed

NEW BUSINESS -

TRANSFERS - #270A Kevin Millen to Sidney and Candice Colbrook  
#192 Salvador Lamendola - Name Change Only  
#52 MariAna McAnamey - Name Change Only

ADJOURNMENT -

# SUNSET LAKE ASSOCIATION

## Monthly Financial Report

January 31, 2003

Cash on Hand as of 12/31/02	\$	10200
Checking Account Balance as of 12/31/02	\$	40800
Money Market Account Balance as of 12/31/02	\$	14,279.68
3-Month CD at 2.35% as of 12/31/02	\$	<u>20,000.00</u>
	\$	34,789.68

### Minus Bills Paid

R.W. Troxell & Company	3,872.00
Rural Electric	311.80
M & M Service (LP)	208.25
Verizon	39.25
Verizon Wireless	34.32
PowerNet Global	4.90
Nilwood Water	8.55
Notaries Association	13.00
Gray Lumber Yard (Replace Trailer Bed)	110.13
Snell Enterprises, Inc. (Furnace Repair in Shed)	46.00
Modern Mailing & Printing Services (Boat/Septic Stickers)	512.13
Quill (Bathroom Paper Towels)	41.20
Reliable Office Supplies (Paper, Diskettes, Markers)	90.11
In The Swim (Chlorine Tablets)	278.60
Tom Day Business Machines, Inc.	84.94
Petty Cash (Carpet Cleaner)	26.53
True Value (Buffer)	22.68
IL Dept. of Natural Resources (Fishing Permit)	50.00
Postmaster (January's Mailing)	198.45
United States Treasury	160.00 *
IL Dept. of Revenue	330.00 *
IL Director of Employment Security	27.00 *
Employers Tax & Withholding	865.31 *
Kyla Tanner - Net Salary	1,273.24
William Hohimer - Net Salary	<u>2,061.23</u>
<b>Total Expenses</b>	<b>\$10,669.62</b>

### Plus Income

Assessments	\$24,370.50
Earned By Maintenance Man	211.61
Boat Permits	885.75
Building Permit	30.00
All Others	<u>74.40</u>
<b>Total Income</b>	<b>\$25,572.26</b>

Cash on Hand as of 1/31/03	\$	10200
Checking Account Balance as of 1/31/03	\$	40800
Money Market Account Balance as of 1/31/03	\$	29,182.32
3-Month CD at 2.35% as of 1/31/03	\$	<u>20,000.00</u>
	\$	49,692.32

\* Reflect 2002 Taxes

01/31/03

SUNSET LAKE ASSOCIATION

Balance Sheet

As of January 31, 2003

	<u>Jan 31, '03</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
0100 Cash on Hand	102.00
0120 Checking Acct.	16,408.00 *
0125 First National Bank- ...	29,182.32
0131 FNB-CD	20,000.00
<b>Total Checking/Savings</b>	<u>65,692.32</u>
<b>Total Current Assets</b>	<u>65,692.32</u>
<b>TOTAL ASSETS</b>	<u><b>65,692.32</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
0200 Escrow	16,000.00
<b>Total Other Current Liabilit...</b>	<u>16,000.00</u>
<b>Total Current Liabilities</b>	<u>16,000.00</u>
<b>Total Liabilities</b>	<u>16,000.00</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>16,000.00</b></u>

\* INCLUDES ESCROW FUNDS OF \$16,000.00



01/31/03

**SUNSET LAKE ASSOCIATION**  
**Budget vs. Actual**  
 January through December 2003

	<u>Jan - Dec '03</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
<b>Income</b>				
0301 Annual Assessment	20,247.96	78,600.00	-58,352.04	25.8%
0301.3 Special Assmt Shed	4,009.59	15,700.00	-11,690.41	25.5%
0305 Boat Permits	998.70	3,600.00	-2,601.30	27.7%
0311 Building Permits	30.00	900.00	-870.00	3.3%
0313 Fines & Penalties	0.00	800.00	-800.00	0.0%
0325 Farm Income	0.00	3,200.00	-3,200.00	0.0%
0335 Interest Income	1.61	1,400.00	-1,398.39	0.1%
0391 Transfer Fees	0.00	6,400.00	-6,400.00	0.0%
0397 Cable Franchise Fee	0.00	1,700.00	-1,700.00	0.0%
0398 Earned by Maint. Man	210.00	1,200.00	-990.00	17.5%
0399 Miscellaneous Income				
Chlorine Tablets	56.00			
Copies	7.40			
Fax	4.00			
SLA Hats	5.00			
Sports/Chlorine Bottles	2.00			
0399 Miscellaneous Income - Other	0.00	3,900.00	-3,900.00	0.0%
<b>Total 0399 Miscellaneous Income</b>	<b>74.40</b>	<b>3,900.00</b>	<b>-3,825.60</b>	<b>1.9%</b>
<b>Total Income</b>	<b>25,572.26</b>	<b>117,400.00</b>	<b>-91,827.74</b>	<b>21.8%</b>
<b>Expense</b>				
0406 Professional Fees	0.00	4,000.00	-4,000.00	0.0%
0409 Office & Hall Supplies				
Copier Supplies	84.94			
Paper Supplies	90.11			
Postage	198.45			
Printing	512.13			
0409 Office & Hall Supplies - Other	90.41	4,000.00	-3,909.59	2.3%
<b>Total 0409 Office &amp; Hall Supplies</b>	<b>976.04</b>	<b>4,000.00</b>	<b>-3,023.96</b>	<b>24.4%</b>
0411 R & M- Lake	278.60	500.00	-221.40	55.7%
0411.1 Fish Stocking	0.00	2,000.00	-2,000.00	0.0%
0412 R & M -Grounds	0.00	500.00	-500.00	0.0%
0414 R & M -Roads	0.00	5,000.00	-5,000.00	0.0%
0415.5 Conservation & Watershed	0.00	3,000.00	-3,000.00	0.0%
0416 R & M Equipment	156.13	2,000.00	-1,843.87	7.8%
0418 Gas & Oil	0.00	2,500.00	-2,500.00	0.0%
0430 Utilities				
Gas & Electric	520.05			
Telephone	78.47			
Water	8.55			
0430 Utilities - Other	0.00	6,000.00	-6,000.00	0.0%
<b>Total 0430 Utilities</b>	<b>607.07</b>	<b>6,000.00</b>	<b>-5,392.93</b>	<b>10.1%</b>
0434 Insurance				
Home Assoc Wrongful Acts Liab	1,339.00			
Comm. Inland Marine	390.00			
Comm. General Liability	750.00			
Comm. Property	518.00			

01/31/03

**SUNSET LAKE ASSOCIATION**  
**Budget vs. Actual**  
 January through December 2003

	<u>Jan - Dec '03</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
Comm. Umbrella Liability	775.00			
Notary Bond	13.00			
Crime Bond	100.00			
0434 Insurance - Other	0.00	6,500.00	-6,500.00	0.0%
<b>Total 0434 Insurance</b>	<b>3,885.00</b>	<b>6,500.00</b>	<b>-2,615.00</b>	<b>59.8%</b>
0442 Property Tax	0.00	4,800.00	-4,800.00	0.0%
0498 Miscellaneous Expense	50.00	2,400.00	-2,350.00	2.1%
Equipment Reserve	0.00	2,000.00	-2,000.00	0.0%
Capital Improvements	0.00	19,500.00	-19,500.00	0.0%
<b>Payroll Expenses</b>				
0402 Superintendent	2,541.67	30,500.00	-27,958.33	8.3%
0404 Secretary Salary	1,500.00	18,000.00	-16,500.00	8.3%
0440 Employment Tax Expense				
0439 Illinois Unemployment Tax	77.00			
0441 FUTA	178.00			
0440 Employment Tax Expense - Other	202.45	4,200.00	-3,997.55	4.8%
<b>Total 0440 Employment Tax Expense</b>	<b>457.45</b>	<b>4,200.00</b>	<b>-3,742.55</b>	<b>10.9%</b>
<b>Total Payroll Expenses</b>	<b>4,499.12</b>	<b>52,700.00</b>	<b>-48,200.88</b>	<b>8.5%</b>
<b>Total Expense</b>	<b>10,451.96</b>	<b>117,400.00</b>	<b>-106,948.04</b>	<b>8.9%</b>
<b>Net Income</b>	<b>15,120.30</b>	<b>0.00</b>	<b>15,120.30</b>	<b>100.0%</b>

**SUNSET LAKE ASSOCIATION  
MINUTES OF THE MONTHLY MEETING  
FEBRUARY 4, 2003**

**CALL TO ORDER:** Vice President Tom Erickson called the meeting to order at 7:01 p.m. Also present for the meeting were Joe Dinora, Ernie Neumann, Allan Sharp, Bob Sons, Rick Whitehead and Superintendent Bill Hohimer. Jim Dorr, George Madiar and Dennis Denney were absent.

**VISITORS:** Ed Snell #286, John Munchalfen #221, Lou Long #223, and Ray Reardon #256A, 257.

**SUPERINTENDENT'S REPORT:** Bill Hohimer stated he had taken care of the snow on several occasions and now is working on brush. He also buffed the hall floor and shampooed the office using machines rented from True Value in Virden. Bill also cleaned the light fixtures in the hall and replaced the floor of the trailer.

**OFFICE MANAGER'S REPORT:** Kyla Tanner got the January mailing out with the boat permit fees included on the invoice. As members are paying, the boat stickers are then being mailed out. Kyla also put together 25 Rules and Regulation booklets, prepared payroll taxes, and completed the census. Kyla had 3 leases, 2 were name change only.

**APPROVAL OF MINUTES:** A motion to approve the minutes of the December 3<sup>rd</sup>, 2002 meeting was made by Allan Sharp and seconded by Bob Sons. Motion passed unanimously.

**APPROVAL OF BILLS PAID FOR DECEMBER 2002 AND JANUARY 2003:** A motion was made by Ernie Neumann and seconded by Joe Dinora to accept the bills paid for December and January. Motion passed unanimously.

**COMMITTEE REPORTS:**

**AQUATIC CONTROL AND WATER SAFETY:** Bob Sons stated nothing on the Lake control but has been getting information on the new building. Bob received bids from Kevin Miller and RC on a building 36x56 with 12' height ceiling. The building would include two 10x10 overhead doors, one 12X10 door, service door, a window, and a 1' overhang. The bid includes wainscot, which is a \$300.00 option. It will have the installation in the roof, guttering, and choice of color. RC had the cheapest bid of \$15,380, Bob Walker from Girard Ready Mix gave us a bid of \$3,700 on concrete. Bob stated if we can get members to donate their time to put the ceiling in, material is about \$1,000 and he has scaffolding to work off of. If we go with all new door it will be \$2,175 but Bob just picked up a 12X10 door roughly a year ago and if we want to go with that it would be \$400. If we go with all new doors it would cost an additional \$450 and Bob would install the doors no charge. The bid for electrical is \$1,200 which could go a little both ways depending on how we want to wire it as far as outlets. Total bid was \$23,005 for a complete building and the only extras would be fill needed for concrete.

Bob stated if this bid was accepted tonight we would be looking at the first week or two of April so we have a few months to decide the location of building. John Munchalfen made reference that the electrical system would need to pick up a power supply from somewhere. John stated if we want to get it from the existing meter we have roughly 300' distance from that take off to the new building. If you would go any farther we'd loose amperage so a new meter would be needed. That is a factor to consider when deciding the location. If an additional meter is used there are additional monthly cost involved. Bob Sons stated if we end up using the meter we have and we need to do trenching to lay the wire down, that fee isn't included. John Munchalfen stated the wire is roughly \$1.50-\$2.00 a foot.

Bob Sons stated the price does not include heat either. Bill Hohimer stated the furnace in the old building is roughly a year old and could be used.

Allan Sharp stated this was a good bid on concrete but would like to see an apron (approach to the building) included in the concrete price. Bill Hohimer stated the old building had about a 2 foot apron. After much discussion, Bob Sons agreed to get a price on a 4' and 6' apron in front of the doors only and also a bid for all the way across the building.

Allan Sharp asked about insurance while the building was being put up. Bob Sons thought it would take roughly a week to put up and he'd check with the builder to make sure they had insurance. Allan stated our Troxell agent would talk to the builder himself to verify what insurance we may need to get.

Bill Hohimer stated there needed to be a drain in the floor. Bob Sons stated that would be done. Tom Erickson asked Bill Hohimer to chair a committee with Bob Sons and Allan Sharp to determine the building site.

After much discussion, a motion was made by Bob Sons to accept the RC Builders bid and was seconded by Joe Dinora. The motion was approved by unanimous vote by the Board Members.

**BUILDING AND CONTRUCTION COMMITTEE:** Dennis Denney was absent.

**DAM & GROUNDS COMMITTEE:** Joe Dinora stated there was nothing to report. Joe expressed concern with George and Patty Robson, Lot #154. Tom Erickson said he and Jim Dorr had discussed this further and agreed there was no need to turn this over to the lawyer because if and when they tried to transfer their lease they would be denied.

**FINANCE COMMITTEE:** Tom Erickson reviewed the monthly financial report for the month ending December 2002 and stated we finished the year with a total income of \$119,544 compared to a budget of \$115,700. Tom noted several items were under budget and we finished the year with \$22,000 net income. For January 2003 the biggest expenditure was insurance so far.

**LEGAL & INSURANCE COMMITTEE:** Allan Sharp passed out letters we received from our attorney, Mr. Bloomer. The letter notified Larry Kimble's attorney, Richard Bertinetti stating his client's responses were overdue. Mr. Bloomer stated the responses should be filed in short order. Allan also discussed with Mr. Bloomer that he wanted a way that we could pass on our expenses to someone like Mr. Kimble if this would happen again. On December 4<sup>th</sup> Mr. Bloomer sent a copy of the changes that would need to be made to the By Laws and leases in order to accomplish this. These changes would need to be made first to make a person liable. The first paragraph of Article VIII where Mr. Bloomer suggested we add "enforce any By Law, Rule and Regulation, or lease agreement", Ray Reardon felt the "and" may be misleading. Ray suggested we ask the lawyer if there was a reason why it was worded that way. In his opinion, the word "and" should be replaced with a "," because it would never be both a Rule and Regulation.

Tom Erickson stated the board can change the Rules and Regulations but a By Law change would have to be approved by the membership. This was actually a By Law change and would need to be changed at the next Annual meeting. After much discussion, a motion was made by Allan Sharp to accept this change and add to the agenda for 2003 Annual meeting. The motion was seconded by Bob Sons and the motion passed unanimously.

**ROADS COMMITTEE:** George Madiar was absent.

**SANITATION SHORELINE & BOAT DOCKS COMMITTEE:** Rick Whitehead stated he contacted Kyla regarding the Aeration contracts and stated all were updated other than three. Kyla will contact them with another letter and let Rick know the status. Rick stated Brockmeyers, Lot #179 were getting ready to sell their property and have a lateral system. The cabin only has a small bathroom with a toilet and sink and they do not want to replace the system with a sand or aeration system. In 1992 when they bought the place they had a sanitation rider signed and wanted to do something like that again. According to the Rules and Regulations all lateral systems that are in need of repair or replacement or at the time of a transfer this system needs to be replaced. Tom Erickson stated a letter needs to be sent to the Brockmeyers explaining a new system would be needed before a transfer could be done. Rick agreed to write the Brockmeyers.

**WATER QUALITY & CONSERVATION:** Ernie Neumann had nothing to report.

**OLD BUSINESS:** Tom Erickson stated the equipment shed was listed and we have discussed that. Ray Reardon questioned if we heard back from the engineer on the valve tower and if there should be water in there at all times. Joe Dinora agreed to check on this.

**NEW BUSINESS:** Nothing.

**TRANSFERS:** Bill Hohimer stated that Kyla had questioned him on how to handle name change transfers. There was transfer for Mary Crawford that we received paper work on. Ms. Crawford wants to put the lease in her children's names and she would completely come off the lease. Bob Sons suggested a committee getting together to decide how to handle name change transfers. Ernie Neumann stated we need clarification on the name change transfers but he felt we need to go with the lease ownership and if the lease ownership is new, we need to follow the new lease process. After much discussion, it was agreed Tom Erickson and Allan Sharp would work with Kyla on these transfers.

The transfer of Lot #270A from Kevin Millen to Sidney and Candice Colbrook was approved upon motion by Ernie Neumann, seconded by Bob Sons and an unanimous vote of the board. It was agreed to hold the transfers for McAnarney, Lot #52 and Lamendola, #192 until next board meeting.

**ADJOURNMENT:** The board adjourned following a motion by Ernie Neumann, seconded by Bob Sons. The meeting adjourned at 8:17 p.m.

# SUNSET LAKE ASSOCIATION

## Monthly Financial Report February 28, 2003

Cash on Hand as of 1/31/03	\$	102.00
Checking Account Balance as of 1/31/03	\$	408.00
Money Market Account Balance as of 1/31/03	\$	29,182.32
3-Month CD at 2.35% as of 1/31/03	\$	<u>20,000.00</u>
	\$	49,692.32

### Minus Bills Paid

104 Store (Down Payment for Shed)	2,300.00
R.W. Troxell & Company	1,100.00
Rural Electric	313.43
Wheeler & Ross (FS)	223.76
Denby, Meno, Bloomer & Denby	453.80
Nilwood Water	8.55
Verizon	39.90
Verizon Wireless	34.32
PowerNet Global	4.12
Tom Day Business Machines (Yearly Service Contract)	265.00
Girard Chamber of Commerce	30.00
Postmaster	37.00
Central Equipment (Skid Plates for Snow Plow)	23.91
Radio Shack (Tape Recorder/Microphone)	96.50
Employers Tax & Withholding	902.40
Kyla Tanner - Net Salary	1,273.24
William Hohimer - Net Salary	<u>2,061.22</u>
<b>Total Expenses</b>	<b>\$ 9,167.15</b>

### Plus Income

Assessments	\$37,410.00
Boat Permits	1,212.00
Building Permit	75.00
Interest Income	127.85
Returned Check from U.S. Fish and Wildlife Service	25.00
Gray Lumber Yard Refund	10.00
All Others	34.20
<b>Total Income</b>	<b>\$ 38,894.05</b>

Cash on Hand as of 2/28/03	\$	102.00
Checking Account Balance as of 2/28/03	\$	408.00
Money Market Account Balance as of 2/28/03	\$	58,807.81
3-Month CD at 2.35% as of 2/28/03	\$	<u>20,101.41</u>
	\$	79,419.22

02/28/03

SUNSET LAKE ASSOCIATION

Balance Sheet

As of February 28, 2003

	<u>Feb 28, '03</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
0100 Cash on Hand	102.00
0120 Checking Acct.	10,908.00 *
0125 First National Bank- ...	58,807.81
0131 FNB-CD	20,101.41
	<hr/>
<b>Total Checking/Savings</b>	<b>89,919.22</b>
	<hr/>
<b>Total Current Assets</b>	<b>89,919.22</b>
	<hr/>
<b>TOTAL ASSETS</b>	<b><u>89,919.22</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
0200 Escrow	10,500.00
	<hr/>
<b>Total Other Current Liabilit...</b>	<b>10,500.00</b>
	<hr/>
<b>Total Current Liabilities</b>	<b>10,500.00</b>
	<hr/>
<b>Total Liabilities</b>	<b>10,500.00</b>
	<hr/>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>10,500.00</u></b>

\* INCLUDES ESCROW FUNDS OF \$10,500.00



02/28/03

**SUNSET LAKE ASSOCIATION**  
**Budget vs. Actual**  
 January through February 2003

	<u>Jan - Feb '03</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
<b>Income</b>				
0301 Annual Assessment	51,299.82	78,600.00	-27,300.18	65.3%
0301.3 Special Assmt Shed	10,219.96	15,700.00	-5,480.04	65.1%
0305 Boat Permits	2,358.47	3,600.00	-1,241.53	65.5%
0311 Building Permits	105.00	900.00	-795.00	11.7%
0313 Fines & Penalties	0.00	800.00	-800.00	0.0%
0325 Farm Income	0.00	3,200.00	-3,200.00	0.0%
0335 Interest Income	129.46	1,400.00	-1,270.54	9.2%
0391 Transfer Fees	0.00	6,400.00	-6,400.00	0.0%
0397 Cable Franchise Fee	0.00	1,700.00	-1,700.00	0.0%
0398 Earned by Maint. Man	210.00	1,200.00	-990.00	17.5%
0399 Miscellaneous Income				
Chlorine Tablets	72.00			
Copies	9.60			
Fax	8.00			
SLA Hats	15.00			
Sports/Chlorine Bottles	4.00			
0399 Miscellaneous Income - Other	0.00	3,900.00	-3,900.00	0.0%
<b>Total 0399 Miscellaneous Income</b>	<b>108.60</b>	<b>3,900.00</b>	<b>-3,791.40</b>	<b>2.8%</b>
<b>Total Income</b>	<b>64,431.31</b>	<b>117,400.00</b>	<b>-52,968.69</b>	<b>54.9%</b>
<b>Expense</b>				
0406 Professional Fees				
Legal Fees				
Mobile Home - Bloomer	453.80			
<b>Total Legal Fees</b>	<b>453.80</b>			
0406 Professional Fees - Other	0.00	4,000.00	-4,000.00	0.0%
<b>Total 0406 Professional Fees</b>	<b>453.80</b>	<b>4,000.00</b>	<b>-3,546.20</b>	<b>11.3%</b>
0409 Office & Hall Supplies				
Copier Supplies	349.94			
Paper Supplies	90.11			
Postage	235.45			
Printing	512.13			
0409 Office & Hall Supplies - Other	186.91	4,000.00	-3,813.09	4.7%
<b>Total 0409 Office &amp; Hall Supplies</b>	<b>1,374.54</b>	<b>4,000.00</b>	<b>-2,625.46</b>	<b>34.4%</b>
0411 R & M- Lake	278.60	500.00	-221.40	55.7%
0411.1 Fish Stocking	0.00	2,000.00	-2,000.00	0.0%
0412 R & M -Grounds	0.00	500.00	-500.00	0.0%
0414 R & M -Roads	0.00	5,000.00	-5,000.00	0.0%
0415.5 Conservation & Watershed	0.00	3,000.00	-3,000.00	0.0%
0416 R & M Equipment	170.04	2,000.00	-1,829.96	8.5%
0418 Gas & Oil	0.00	2,500.00	-2,500.00	0.0%
0430 Utilities				
Gas & Electric	1,057.24			
Telephone	156.81			
Water	17.10			
0430 Utilities - Other	0.00	6,000.00	-6,000.00	0.0%

02/28/03

**SUNSET LAKE ASSOCIATION**  
**Budget vs. Actual**  
 January through February 2003

	<u>Jan - Feb '03</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
<b>Total 0430 Utilities</b>	1,231.15	6,000.00	-4,768.85	20.5%
<b>0434 Insurance</b>				
Home Assoc Wrongful Acts Liab	1,339.00			
Comm. Auto	1,100.00			
Comm. Inland Marine	390.00			
Comm. General Liability	750.00			
Comm. Property	518.00			
Comm. Umbrella Liability	775.00			
Notary Bond	13.00			
Crime Bond	100.00			
<b>0434 Insurance - Other</b>	<u>0.00</u>	<u>6,500.00</u>	<u>-6,500.00</u>	<u>0.0%</u>
<b>Total 0434 Insurance</b>	4,985.00	6,500.00	-1,515.00	76.7%
<b>0442 Property Tax</b>	0.00	4,800.00	-4,800.00	0.0%
<b>0498 Miscellaneous Expense</b>	80.00	2,400.00	-2,320.00	3.3%
<b>Equipment Reserve</b>	0.00	2,000.00	-2,000.00	0.0%
<b>Capital Improvements</b>	2,300.00	19,500.00	-17,200.00	11.8%
<b>Payroll Expenses</b>				
<b>0402 Superintendent</b>	5,083.33	30,500.00	-25,416.67	16.7%
<b>0404 Secretary Salary</b>	3,000.00	18,000.00	-15,000.00	16.7%
<b>0440 Employment Tax Expense</b>				
<b>0439 Illinois Unemployment Tax</b>	0.00			
<b>0441 FUTA</b>	0.00			
<b>0440 Employment Tax Expense - Other</b>	<u>870.31</u>	<u>4,200.00</u>	<u>-3,329.69</u>	<u>20.7%</u>
<b>Total 0440 Employment Tax Expense</b>	870.31	4,200.00	-3,329.69	20.7%
<b>Total Payroll Expenses</b>	<u>8,953.64</u>	<u>52,700.00</u>	<u>-43,746.36</u>	<u>17.0%</u>
<b>Total Expense</b>	<u>19,826.77</u>	<u>117,400.00</u>	<u>-97,573.23</u>	<u>16.9%</u>
<b>Net Income</b>	<u><u>44,604.54</u></u>	<u><u>0.00</u></u>	<u><u>44,604.54</u></u>	<u><u>100.0%</u></u>

# SUNSET LAKE ASSOCIATION

## AGENDA

March 4, 2003 7:00PM

CALL TO ORDER

ROLL CALL

VISITORS

SUPERINTENDANT'S REPORT

OFFICE MANAGER'S REPORT

APPROVAL OF THE MINUTES OF FEBRUARY 4, 2002

APPROVAL OF BILLS PAID FOR FEBRUARY 2003

COMMITTEE REPORTS:

AQUATIC CONTROL & WATER SAFETY	- BOB SONS
BUILDING & CONSTRUCTION COMMITTEE	- DENNIS DENNEY
DAM & GROUNDS COMMITTEE	- JOE DINORA
FINANCE COMMITTEE	- TOM ERICKSON
LEGAL & INSURANCE COMMITTEE	- ALLAN SHARP
ROADS COMMITTEE	- GEORGE MADIAR
SANITATION, SHORELINE & BOAT DOCKS COMMITTEE	- RICK WHITEHEAD
WATER QUALITY & CONSERVATION	- ERNIE NEUMANN

OLD BUSINESS - Equipment Shed (Down Payment and Colors)

NEW BUSINESS - Complaint Forms

TRANSFERS - -#192 Salvador Lamendola - Name Change Only (Carried over from last month)  
#52 MariAna McAnamey - Name Change Only (Carried over from last month)  
#148 Mary Crawford - Mary coming off lease and new lease in children's name

ADJOURNMENT -

**SUNSET LAKE ASSOCIATION  
MINUTES OF THE MONTHLY MEETING  
MARCH 4, 2003**

**CALL TO ORDER:** Vice President Tom Erickson called the meeting to order at 7:00 p.m. Also present for the meeting were Ernie Neumann, Allan Sharp, Bob Sons, Rick Whitehead, Dennis Denney, George Madiar and Superintendent Bill Hohimer. Jim Dorr and Joe Dinora were absent.

**VISITORS:** Ed Snell #286, Ed Burg #101, 101A, John Munchalfen #221, Ray Reardon #256A, 257, Linda Kmiecik #264, Helen Spence #262, George Toepfer #115, and Bill Mack, Assistant Chief Girard Fire Dept.

Linda Kmiecik, #264 and Helen Spence, #262 addressed the Board regarding a complaint against the dog from Lot #263. Linda had documented numerous times the dog had been barking and running loose. Tom Erickson stated a letter would be sent to the members, Aaron & Linda Snodgrass, Lot #263 regarding their dog.

*in follow up to the complaint they filed 2/1/03*

Bill Mack, Assistant Chief Girard Fire Dept. and training officer addressed the Board regarding a school bus incident he would like to do for training purposes. Mr. Mack wants to have a school bus out here, turn it over, and involve Virden, Palmyra/Hettick, Farmersville, Carlinville and his department. Bill Mack wants to involve the dive team and all four ambulance companies. He stated he wasn't sure how many people there would be but roughly 40 or 50 school kids. Bill stated he would try to get two helicopters to come in and land for training but would probably not lift off with children. The idea of the dive team would be if the school bus came in contact with the water, the team would do an in-search, which is what they're trained to do.

Bill stated he was at the stage where he needed a place to do this and would like to use this area at the Lake. He wanted to know if the Association wanted to get involved but if not, he'd approach the gentlemen at Otter Lake. His concern with Otter Lake was his district ends just past that and to haul all his equipment and men to a farther part of his district was not something he really wanted to do.

Tom Erickson asked where he wanted to put the bus. Bill Mack stated he had two different areas in mind, North Lake Entrance, preferably close to the water but he does not want to block off the road. The other place would be the West side where there was a sledge pond. Bill said he was in the early stages where he needed to find the location first and was looking at May or early June to do this. In his 20 years on the department, they have never done this before. Bill plans to get the law enforcement involved due to security for his people and for the people in the area. If people would want to watch this they would have to stay their distance.

Bill stated he would need a place to feed the men if the weather would turn sour. His directors would come up with the money for the food. There will be a lot of agencies that will be involved. If this is something the Association is willing to agree to, Bill will pick out some areas, take his officers out there and let them look it over. He would then let the Association know.

Ernie Neumann stated there should be publicity because people will hear the sirens, see lights and think there were problems. Ernie thought the best idea was to have it in the Girard Gazette.

Dennis Denney expressed concern that a lot of the roads here at the Lake are one way in and one way out. If we have a bus turned over, several ambulances, fire trucks, and police cars this could create an inconvenience for the members being able to come and go. Bill Mack stated that he wanted to first find a location and that it may not be on the road. Mack's concern is getting the trucks in and out. Bob Sons stated that we may need to put a circular in member's doors that live in the area this would take place. Several members agreed it was a good idea. Dennis Denney and Bill Hohimer stated Circle Drive by the pond may be the area to use so members would still have access in and out.

Bill Mack asked if this facility could be used in May or the first of June. Tom Erickson said we would need a definite date so the hall could be reserved.

Allan Sharp expressed concern regarding insurance. Bill Mack stated that they carried insurance for all their personnel. Not sure if the kids would be covered by insurance but he would check on this. Bill said he would get more details and get back with the Board next month.

**SUPERINTENDENT'S REPORT:** Bill Hohimer stated he had taken care of the snow on several occasions, trimmed trees, and cleaned up brush.

**OFFICE MANAGER'S REPORT:** Kyla Tanner receiving 2003 Assessments and mailing out boat stickers. Kyla also gave 2 orientations and sent out interest invoices.

**APPROVAL OF MINUTES:** Ray Reardon asked to change the sentence under Old Business where he questioned if we heard back from the engineer on the valve at the tower. Ray asked that the words "at the" be taken out so it reads "questioned if we heard back from the engineer on the valve tower". A motion to approve the minutes of the February 4<sup>th</sup>, 2003 meeting was made by Allan Sharp and seconded by Dennis Denney. Motion passed unanimously.

**APPROVAL OF BILLS PAID FOR FEBRUARY 2003:** A motion was made by Ernie Neumann and seconded by Allan Sharp to accept the bills paid for February. The Board voted unanimously to approve the bills paid.

*Bob Mack motion was voted to by Ray Mack  
in Department with the Board  
heard the motion was a school bus  
The motion was recorded by  
Ernie Neumann, approved by  
the Board.*

*Tom Erickson ~~stated~~ called attention to several payments made during February; the down payment on the shed \$2,300 to the 10/15/03, \$1,100 to Topell for insurance, \$453.80 to Dandy, Mass, <sup>Brogan & Dandy</sup> an attorney in the Kiville case and \$46.50 to Radio Shack for the new tape recorder and microphone.*

**COMMITTEE REPORTS:**

**AQUATIC CONTROL AND WATER SAFETY:** Bob Sons stated nothing to report on the Lake control. Dennis Denney asked if the concrete bid of \$3,700 for the new building was poured and finished. Bob stated that was the inside of the building but he was still working on the price for the approach. Much discussion was made regarding the color of the building. Bob Sons suggested the darker color should be on the bottom. Dennis Denney stated the color of the shed should be as close to the hall as possible. Bob Sons said he'd get the rest of the contracts and as we get closer to building, he'd get a copy of their liability. Bob expressed concern that he wanted to make sure the new shed was far enough away if we were to add on to the Hall. He thought at least 50 feet would be good so we were not restricted.

**BUILDING AND CONTRUCTION COMMITTEE:** Dennis Denney stated last month he issued 4 permits for boat docks. This month so far there have been two, a dock to be rebuilt and closing in a boat dock.

**DAM & GROUNDS COMMITTEE:** Joe Dinora was absent.

**FINANCE COMMITTEE:** Tom Erickson reviewed the monthly financial report for the month ending February. Tom noted several items that had been paid.

**LEGAL & INSURANCE COMMITTEE:** Allan Sharp stated he talked to the attorney, Mr. Bloomer, regarding Kimble's transcripts. He mentioned the lawyer wanted him to testify he saw the trailer come in with tongues. Allan mentioned letters were sent to four of Kimble's neighbors asking if they had any pertinent information regarding this case.

Ray-Reardon's changes change approved at the Feb. meeting. (Kylar get wording)

Allan mentioned the Builders-Risk was a problem for the new building. He spoke with the 104 Store and that in fact the customer was responsible to insure the building during construction. Allan did not want to force the insurance issue but wanted to be covered on our actions. Bob Sons expressed concern regarding the cost of insurance while the building was being built. After much discussion, Bob suggested calling the insurance agent back and explain the coverage was for 5 days on a building costing \$15,000. A motion was made by Bob Sons to get insurance while the building was under construction. The motion was seconded by George Madiar and the motion passed unanimously.

**ROADS COMMITTEE:** George Madiar stated there was nothing to report.

**SANITATION SHORELINE & BOAT DOCKS COMMITTEE:**

**WATER QUALITY & CONSERVATION:** Ernie Neumann stated an 18" culvert was going to be added on West Lake Drive in order to help keep the water from running over the road. The culvert will be placed between Lots #237 and #238.

*He noted that 65% of the dues and assessments had already been received but he had directed Kyle to send out ~~the~~ notices to those who haven't paid. After March 31 a 10% penalty is added.*

*The financial report was approved on 1/24/10 by Allen Sharp seconded by Bob Stone and unanimously approved by the board.*

*over*

*Call Rich?*

**OLD BUSINESS:**

**NEW BUSINESS:**

Tom Erickson stated James Williams, Lot #95 made a payment of \$1,000.00 on his past due account of \$1,671.89. Tom explained Mr. Williams still owes the Association \$671.89 plus this year's assessments. Mr. Williams wants the lien removed so he is able to refinance his home. Dennis Denney made a motion not to remove the lien until there was a zero balance and seconded by Bob Sons. Motion passed unanimously.

Tom stated the final payment of \$1,000.00 was due to the Girard Rescue Squad. George Madiar agreed to deliver the check.

Tom explained CMS was having a public auction March 12<sup>th</sup> and advertised they had floor buffers. Dennis Denney agreed to check into this after talking with Bill Hohimer to find out what the Association needed.

Dennis Denney stated a complaint form was given to him from Ken and Peggy Volz regarding a boathouse for Don Burke, Lot #9A. The complaint form states the boathouse presents a safety hazard because it was not angled enough. Dennis commented he received a call from Ken Volz regarding this boathouse. Joe Dinora and Dennis went to look at the boathouse and Bob Sons was in the process of putting the dock in. Dennis stated that Ken mentioned to him it would be unsafe when his grandchildren were playing on the beach and Don tried to pull his boat in. Ken also told Dennis he would park his Jon boat in the way so Don Burke couldn't get his boat out or he'd buy an old junk pontoon boat and set it between the two docks.

Dennis commented the boathouse was up and meets all the requirements. Tom Erickson stated a letter would be sent to Ken and Peggy Volz and the Complaint Form would go in file.

**TRANSFERS:** The name only transfers of Lot #52, McAnarney and Lot #192, Lamendola were approved upon motion by Bob Sons and seconded by Allan. The Board voted unanimously.

Dennis Denney suggested a form being created stating the lease was changed and the new leases are responsible for the septic system. Bob Sons made a motion to charge \$25.00 for a name change transfer. Rick Whitehead seconded and the Board passed unanimously. *This will not take effect until the membership fee for Reardon would clean a committee to*

After much discussion, the Board agreed ~~Rick Whitehead, Ray Reardon, and Ed Snell~~ would form a committee and look into transfers. *by Dave and Nelson governing transfers. Ed Snell and Ed Snell to serve with Ray.*

**ADJOURNMENT:** The board adjourned following a motion by George Madiar, seconded by Bob Sons. The meeting adjourned at 9:45 p.m.

*Tom Erickson said that he and Bill Hohimer also viewed the situation and felt that while the shoreline is restricted they believe they can all have a dock if they work together.*

# Sunset Lake Association

30505 East Lake Dr, Girard, IL 62640  
217-627-3339

## MEMORANDUM

TO: Board of Directors and Bill Hohimer, Superintendent

FROM: Kyla Tanner

SUBJECT: April Monthly Board Meeting

DATE: March 28, 2003

Please plan to attend the Directors' Meeting on Tuesday, April 1, 2003 at 7:00 P.M.  
The meeting will be held at the Community Center, Hanauer Hall, 30505 East Lake Drive.

Thank you!



# SUNSET LAKE ASSOCIATION

## AGENDA

April 1, 2003 7:00PM

CALL TO ORDER

ROLL CALL

VISITORS

SUPERINTENDANT'S REPORT

OFFICE MANAGER'S REPORT

APPROVAL OF THE MINUTES OF MARCH 4, 2002

APPROVAL OF BILLS PAID FOR MARCH 2003

COMMITTEE REPORTS:

AQUATIC CONTROL & WATER SAFETY	- BOB SONS
BUILDING & CONSTRUCTION COMMITTEE	- DENNIS DENNEY
DAM & GROUNDS COMMITTEE	- JOE DINORA
FINANCE COMMITTEE	- TOM ERICKSON
LEGAL & INSURANCE COMMITTEE	- ALLAN SHARP
ROADS COMMITTEE	- GEORGE MADIAR
SANITATION, SHORELINE & BOAT DOCKS COMMITTEE	- RICK WHITEHEAD
WATER QUALITY & CONSERVATION	- ERNIE NEUMANN

OLD BUSINESS - CMS Public Auction (Floor Buffers)  
Bylaws and Rules governing Transfers

NEW BUSINESS - Garage Sale - May 24th

TRANSFERS - #148 Mary Crawford - (Do not proceed per M. Crawford)  
#116A Greg and Vicki Gaillard to Jeremy Walk  
#115 George Toepfer to George and Barbara Toepfer - Name Change Only  
#276 William and Toni Tavernor to William Tavernor - Name Change Only

ADJOURNMENT -

# SUNSET LAKE ASSOCIATION

## Monthly Financial Report March 31, 2003

Cash on Hand as of 2/28/03	\$	10200
Checking Account Balance as of 2/28/03	\$	408.00
Money Market Account Balance as of 2/28/03	\$	58,807.81
3-Month CD at 2.35% as of 2/28/03	\$	<u>20,101.41</u>
	\$	79,419.22

### Minus Bills Paid

R.W. Troxell & Company	\$1,516.00
Girard Rescue Squad	1,000.00
John Miller & Sons, Inc.	1,016.31
Denby, Meno, Bloomer & Denby	155.40
Rural Electric	301.43
M&M Service Company	264.38
Verizon	38.29
Verizon Wireless	34.32
PowerNet Global	4.51
Nilwood Water	8.55
Quill (Tapes and Diskettes)	50.41
Macoupin County Recorder	18.00
Robert & Shirley Steller (Reimbursement for Boat Sticker)	12.50
Employers Tax & Withholding	902.40
Kyla Tanner - Net Salary	1,273.24
William Hohimer - Net Salary	<u>2,061.22</u>
<b>Total Expenses</b>	<b>\$ 8,656.96</b>

### Plus Income

Assessments	\$18,715.00
Boat Permits	604.50
Farm Rent	1,600.00
Account Receivable	1,671.89
Transfer Fees	400.00
Interest	59.54
All Others	77.40
<b>Total Income</b>	<b>\$23,128.33</b>

Cash on Hand as of 3/31/03	\$	10200
Checking Account Balance as of 3/31/03	\$	408.00
Money Market Account Balance as of 3/31/03	\$	73,279.18
3-Month CD at 2.35% as of 3/31/03	\$	<u>20,101.41</u>
	\$	93,890.59

03/28/03

SUNSET LAKE ASSOCIATION

Balance Sheet

As of March 31, 2003

	<u>Mar 31, '03</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
0100 Cash on Hand	102.00
0120 Checking Acct.	15,708.00 *
0125 First National Bank- ...	73,279.18
0131 FNB-CD	20,101.41
<b>Total Checking/Savings</b>	<u>109,190.59</u>
<b>Total Current Assets</b>	<u>109,190.59</u>
<b>TOTAL ASSETS</b>	<b><u>109,190.59</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
0200 Escrow	15,300.00
<b>Total Other Current Liabilit...</b>	<u>15,300.00</u>
<b>Total Current Liabilities</b>	<u>15,300.00</u>
<b>Total Liabilities</b>	<u>15,300.00</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>15,300.00</u></b>

\*INCLUDES ESCROW FUNDS OF \$15,300.00

SUNSET LAKE ASSOCIATION

Budget vs. Actual

January through March 2003

03/28/03

	<u>Jan - Mar '03</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
<b>Income</b>				
0301 Annual Assessment	67,672.42	78,600.00	-10,927.58	86.1%
0301.3 Special Assmt Shed	13,344.48	15,700.00	-2,355.52	85.0%
0301.2 Special Assmt Repair Dam	50.00			
0301.7 Silt Assessment	120.00			
0305 Boat Permits	2,979.90	3,600.00	-620.10	82.8%
0311 Building Permits	105.00	900.00	-795.00	11.7%
0313 Fines & Penalties	262.00	800.00	-538.00	32.8%
0325 Farm Income	1,600.00	3,200.00	-1,600.00	50.0%
0335 Interest Income	629.84	1,400.00	-770.16	45.0%
0391 Transfer Fees	400.00	6,400.00	-6,000.00	6.3%
0397 Cable Franchise Fee	0.00	1,700.00	-1,700.00	0.0%
0398 Earned by Maint. Man	210.00	1,200.00	-990.00	17.5%
0399 Miscellaneous Income				
Chlorine Tablets	136.00			
Copies	13.00			
Fax	12.00			
SLA Hats	15.00			
Sports/Chlorine Bottles	4.00			
0399 Miscellaneous Income - Other	6.00	3,900.00	-3,894.00	0.2%
<b>Total 0399 Miscellaneous Income</b>	<b>186.00</b>	<b>3,900.00</b>	<b>-3,714.00</b>	<b>4.8%</b>
<b>Total Income</b>	<b>87,559.64</b>	<b>117,400.00</b>	<b>-29,840.36</b>	<b>74.6%</b>
<b>Expense</b>				
0406 Professional Fees				
Legal Fees				
Mobile Home - Bloomer	609.20			
<b>Total Legal Fees</b>	<b>609.20</b>			
0406 Professional Fees - Other	0.00	4,000.00	-4,000.00	0.0%
<b>Total 0406 Professional Fees</b>	<b>609.20</b>	<b>4,000.00</b>	<b>-3,390.80</b>	<b>15.2%</b>
0409 Office & Hall Supplies				
Copier Supplies	349.94			
Paper Supplies	90.11			
Postage	235.45			
Printing	512.13			
0409 Office & Hall Supplies - Other	237.32	4,000.00	-3,762.68	5.9%
<b>Total 0409 Office &amp; Hall Supplies</b>	<b>1,424.95</b>	<b>4,000.00</b>	<b>-2,575.05</b>	<b>35.6%</b>
0411 R & M- Lake	278.60	500.00	-221.40	55.7%
0411.1 Fish Stocking	0.00	2,000.00	-2,000.00	0.0%
0412 R & M -Grounds	0.00	500.00	-500.00	0.0%
0414 R & M -Roads	0.00	5,000.00	-5,000.00	0.0%
0415.5 Conservation & Watershed	1,016.31	3,000.00	-1,983.69	33.9%
0416 R & M Equipment	170.04	2,000.00	-1,829.96	8.5%
0418 Gas & Oil	0.00	2,500.00	-2,500.00	0.0%
0430 Utilities				
Gas & Electric	1,623.05			
Telephone	233.93			

03/28/03

## SUNSET LAKE ASSOCIATION

**Budget vs. Actual**  
 January through March 2003

	<u>Jan - Mar '03</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
Water	25.65			
0430 Utilities - Other	0.00	6,000.00	-6,000.00	0.0%
<b>Total 0430 Utilities</b>	<b>1,882.63</b>	<b>6,000.00</b>	<b>-4,117.37</b>	<b>31.4%</b>
<b>0434 Insurance</b>				
Home Assoc Wrongful Acts Liab	1,339.00			
Comm. Auto	1,100.00			
Comm. Inland Marine	390.00			
Comm. General Liability	750.00			
Comm. Property	518.00			
Comm. Umbrella Liability	775.00			
Notary Bond	13.00			
Crime Bond	100.00			
Workers Compensation	1,516.00			
0434 Insurance - Other	0.00	6,500.00	-6,500.00	0.0%
<b>Total 0434 Insurance</b>	<b>6,501.00</b>	<b>6,500.00</b>	<b>1.00</b>	<b>100.0%</b>
0442 Property Tax	0.00	4,800.00	-4,800.00	0.0%
<b>0498 Miscellaneous Expense</b>				
0470 Recording Fees	18.00			
Donations	1,000.00			
0498 Miscellaneous Expense - Other	92.50	2,400.00	-2,307.50	3.9%
<b>Total 0498 Miscellaneous Expense</b>	<b>1,110.50</b>	<b>2,400.00</b>	<b>-1,289.50</b>	<b>46.3%</b>
Equipment Reserve	0.00	2,000.00	-2,000.00	0.0%
Capital Improvements	2,300.00	19,500.00	-17,200.00	11.8%
<b>Payroll Expenses</b>				
0402 Superintendant	7,624.99	30,500.00	-22,875.01	25.0%
0404 Secretary Salary	4,500.00	18,000.00	-13,500.00	25.0%
<b>0440 Employment Tax Expense</b>				
0439 Illinois Unemployment Tax	0.00			
0441 FUTA	0.00			
0440 Employment Tax Expense - Other	1,065.51	4,200.00	-3,134.49	25.4%
<b>Total 0440 Employment Tax Expense</b>	<b>1,065.51</b>	<b>4,200.00</b>	<b>-3,134.49</b>	<b>25.4%</b>
<b>Total Payroll Expenses</b>	<b>13,190.50</b>	<b>52,700.00</b>	<b>-39,509.50</b>	<b>25.0%</b>
<b>Total Expense</b>	<b>28,483.73</b>	<b>117,400.00</b>	<b>-88,916.27</b>	<b>24.3%</b>
<b>Net Income</b>	<b>59,075.91</b>	<b>0.00</b>	<b>59,075.91</b>	<b>100.0%</b>

**SUNSET LAKE ASSOCIATION  
MINUTES OF THE MONTHLY MEETING  
APRIL 1, 2003**

**CALL TO ORDER:** President Jim Dorr called the meeting to order at 7:00 p.m. Also present for the meeting were Tom Erickson, Ernie Neumann, Allan Sharp, Bob Sons, Joe Dinora, Dennis Denney, George Madiar and Superintendent Bill Hohimer. Rick Whitehead was absent.

**VISITORS:** Ed Snell #286, Ed Burg #101, 101A, John Munchalfen #221, Lou Long #223, John & Carol Schwandner #62, Linda Kmiecik #264, Bill Harris #105, 106 and Bill Mack, Assistant Chief Girard Fire Dept.

Linda Kmiecik, #264 addressed the Board regarding someone riding a go-cart or mini-bike. Linda believes it is Shawn Burgess' daughter. Shawn does not live on Lake property. President Dorr stated we could not do anything about this if we didn't know for sure who it was. Ernie Neumann stated West Lake Drive is private property and we could not involve law enforcement. Dennis Denney said he goes to church with Shawn Burgess and would like an opportunity to talk to him before we proceed. The members agreed.

Bill Mack, Assistant Chief Girard Fire Dept. addressed the Board regarding the training exercise with a school bus he had spoke of at last month's meeting. Bill stated he wanted to use the area off North Lake Road and Circle Drive by the Pine Pond. Bill said he had spoken with Kyla and was able to reserve the Community Center for May 31<sup>st</sup> and June 1<sup>st</sup> for the purpose of feeding the participants. The training would take place Sunday, June 1<sup>st</sup> at 10A.M. but the bus would be brought in Saturday morning. Bill stated this would be in the newspaper 30 days ahead of time. Bob Brown Insurance Company handles the Girard Fire Department's insurance and Bill stated any kids participating would be covered for the one day.

The bus will not have an engine or transmission and all gas will be drained. President Dorr asked how long the training would last and Bill Mack said he thought they would be all finished and gone by 4 p.m. If they did not remove the bus Sunday they would pick it up on Monday. Bill said he would stay in communication with the Association.

**SUPERINTENDENT'S REPORT:** Bill Hohimer stated the 18" pipe on West Lake Drive between Lots #238 and #239 had been taken care of. He also had been busy cutting trees and checking for goose eggs. Bill also stated he and Allan Sharp burned off the West side of the dam.

**OFFICE MANAGER'S REPORT:** Kyla Tanner reported receiving 2003 Assessments and mailing out boat stickers. Kyla sent reminder letters to those members that had not paid their first ½ of the Assessments. Kyla also processed 3 transfers (2 were name change only) and sent out interest invoices.

**APPROVAL OF MINUTES:** A motion to approve the minutes of the March 4<sup>th</sup>, 2003 meeting was made by Tom Erickson and seconded by George Madiar. Motion passed unanimously.

**APPROVAL OF BILLS PAID FOR MARCH 2003:** Tom Erickson called attention to several bills. He said our insurance premiums are paid early in the year and with the payment to Troxell for \$1,516.00, Allan Sharp has overspent his entire budget by \$1.00. Allan said he would be spending more with the start of construction on the new shed. Tom also said the \$1,000 donation to Girard Rescue Squad represented our final installment of our pledge of \$3,000. He also said the \$1,016.31 paid to Miller & Sons was for the culvert and work on West Lake Drive. A motion was made by George Madiar and seconded by Bob Sons to accept the bills paid for March. The Board voted unanimously to approve the bills paid.

**COMMITTEE REPORTS:**

**AQUATIC CONTROL AND WATER SAFETY:** Bob Sons stated the bid on garage doors for the Equipment Shed would be \$150.00 more because we were not going with the used door. However, the original proposal involved 3 overhead doors but we now have decided on two. So actually there will be an overall savings. Since Menards have them on sale the Board agreed it would be best to match the doors. Bob also stated he had received a bid for the cement aprons, 6' x 14' and 6' x 20', in front of each door totaling \$900.00.

Dennis Denney moved to accept the bid plus add an apron for the gas tank to sit on for an additional \$200.00. The motion was seconded by Allan Sharp and unanimously approved by the Board.

Jim Dorr asked if we're still under \$25,000 for the complete project. Tom Erickson outlined the original estimate as follows:

RC Building (104 Store)	\$15,380
Bob Walker (5" 5-bag Cement Slab Poured & Finished)	3,700
Ceiling	1,000
Overhead Doors	
2 – New 10 x 10	1,325
1 – Used 12 x 10 (Bob Sons)	400
(Labor N.C.)	
Electrical (Est.)	<u>1,200</u>
<b>Original Estimate</b>	<b>\$23,005</b>

**Recent Additions:**

Cement Aprons	
6' x 14' & 6' x 20'	\$ 900
Gas Tank Slab	200

John Munchalfen presented a proposal for the electrical component totaling \$1,866.50. If this would be accepted that would add \$666.50 to the original estimate. No action was taken on the electrical proposal.

**BUILDING AND CONTRUCTION COMMITTEE:** Dennis Denney stated he received a request from Ray and Eva Fickas, Lot #167, 167A for a Manufactured Home. After much discussion George Madiar moved not to allow this mobile home at the Lake. Bob Sons seconded the motion and the Board unanimously approved. It was agreed a letter would be sent to the members stating their request for a building permit was denied.

**DAM & GROUNDS COMMITTEE:** Joe Dinora stated he was unsuccessful reaching the engineer regarding the valve tower and would pursue this further. Joe also requested in the next newsletter something be written regarding the trash being thrown in our ditches at the Lake.

**FINANCE COMMITTEE:** Tom Erickson reviewed the monthly financial report for the month ending March. He noted that 86% of the dues and assessments had already been received and an additional \$2,700 came in after we received our monthly packet. The financial report was approved on motion by George Madiar, seconded by Bob Sons and unanimously approved by the Board.

**LEGAL & INSURANCE COMMITTEE:** Allan Sharp said he had further contact with our Insurance carrier with regards to coverage of the new shed. He said the insurance would start at the beginning of construction. Allan also said he thought we were making progress with the Kimble lawsuit. He said our attorney would be taking a deposition from Kimble on May 5<sup>th</sup> and would like for a representative of SLA to be present. Jim Dorr said he thought Allan should represent the Association and the Board agreed.

**ROADS COMMITTEE:** George Madiar stated that while the winter weather takes its toll on our roads we have the greatest roadman around with Bill. He said Bill would have the roads back in top shape as soon as possible.

**SANITATION SHORELINE & BOAT DOCKS COMMITTEE:** Rick Whitehead was absent and left no report.

**WATER QUALITY & CONSERVATION:** Ernie Neumann stated the culvert addition to West Lake Drive went off without a hitch and he and Bill were beginning to dip some geese eggs. He also asked anyone seeing the Jell-O-like substance growing again this year to bring him a sample for testing.

#### **OLD BUSINESS:**

Dennis Denney commented the Floor Buffers that were at the CMS Public Auction were no good. Ray Reardon was not present; therefore, the Board did not take up any further discussion about the Bylaws and Rules governing transfers.



**NEW BUSINESS:**

The Garage Sale was set for May 24<sup>th</sup>. We will be getting out a newsletter in early May to all members. Bill Hohimer said we should add something on anyone wanting driveways oiled and chipped to contact him.

**TRANSFERS:** The transfer of Lot #116A from Greg and Vicki Gaillard to Jeremy Walk and name change only transfers Lot #115, Toepfer and Lot #276, Tavernor were approved upon motion by Tom Erickson and seconded by Bob Sons. The Board agreed unanimously.

**ADJOURNMENT:** The board adjourned following a motion by Ernie Neumann, seconded by Bob Sons. The meeting adjourned at 8:27 p.m.

# Sunset Lake Association

30505 East Lake Dr, Girard, IL 62640  
217-627-3339

## MEMORANDUM

TO: Board of Directors and Bill Hohimer, Superintendent  
FROM: Kyla Tanner  
SUBJECT: May Monthly Board Meeting  
DATE: May 2, 2003

Please plan to attend the Directors' Meeting on Tuesday, May 6, 2003 at 7:00 P.M.  
The meeting will be held at the Community Center, Hanauer Hall, 30505 East Lake Drive.

Thank you!

# SUNSET LAKE ASSOCIATION

## AGENDA

May 6, 2003 7:00PM

CALL TO ORDER

ROLL CALL

VISITORS

SUPERINTENDANT'S REPORT

OFFICE MANAGER'S REPORT

APPROVAL OF THE MINUTES OF APRIL 1, 2003

APPROVAL OF BILLS PAID FOR APRIL 2003

COMMITTEE REPORTS:

AQUATIC CONTROL & WATER SAFETY	- BOB SONS
BUILDING & CONSTRUCTION COMMITTEE	- DENNIS DENNEY
DAM & GROUNDS COMMITTEE	- JOE DINORA
FINANCE COMMITTEE	- TOM ERICKSON
LEGAL & INSURANCE COMMITTEE	- ALLAN SHARP
ROADS COMMITTEE	- GEORGE MADIAR
SANITATION, SHORELINE & BOAT DOCKS COMMITTEE	- RICK WHITEHEAD
WATER QUALITY & CONSERVATION	- ERNIE NEUMANN

OLD BUSINESS - Bylaws and Rules governing Transfers

NEW BUSINESS - #154, A George & Patty Robson on Accounts Receivable list and have been seen swimming and fishing.

TRANSFERS - #253 Jean Zerante to Mark and Barbara Newhouse

ADJOURNMENT -

# SUNSET LAKE ASSOCIATION

## Monthly Financial Report

April 30, 2003

Cash on Hand as of 3/31/03	\$ 102.00
Checking Account Balance as of 3/31/03	\$ 408.00
Money Market Account Balance as of 3/31/03	\$ 73,279.18
3-Month CD at 2.35% as of 3/31/03	\$ 20,101.41
	<u>\$ 93,890.59</u>

### Minus Bills Paid

104 Store	\$11,500.00
Bob Sons Construction (Doors for Equip. Shed)	1,141.14
Gregory Bierman, CPA	640.00
Rural Electric	309.81
M&M Service	31.80
Nilwood Water	8.55
Verizon	42.06
Verizon Wireless	34.85
PowerNet Global	5.46
Dale Walk	600.00
Gary Hays	900.00
Secretary of State (Truck & Trailer Registration)	96.00
Bill Hohimer (Cement Patch)	25.69
Postmaster (May Mailing)	111.00
IL Director of Employment	72.75
IL Dept. of Revenue	342.00
Employers Tax & Withholding	902.40
Kyla Tanner - Net Salary	1,273.24
William Hohimer - Net Salary	<u>2,061.22</u>
<b>Total Expenses</b>	<b>\$ 20,097.97</b>

### Plus Income

Assessments	\$ 8,750.00
Charter Comm. Franchise	1,096.59
Boat Permits	312.25
Building Permits	190.00
Earned by Maintenance Man	90.00
Transfer Fees	400.00
Fines/Penalties	25.00
Interest	73.80
All Others	98.80

Total Income \$ 11,036.44

Cash on Hand as of 4/30/03	\$ 102.00
Checking Account Balance as of 4/30/03	\$ 408.00
Money Market Account Balance as of 4/30/03	\$ 64,217.65
3-Month CD at 2.35% as of 4/30/03	\$ 20,101.41
	<u>\$ 84,829.06</u>

05/01/03

**SUNSET LAKE ASSOCIATION**

**Balance Sheet**

As of April 30, 2003

	<u>Apr 30, '03</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
0100 Cash on Hand	102.00
0120 Checking Acct.	21,208.00 *
0125 First National Bank- ...	64,217.65
0131 FNB-CD	<u>20,101.41</u>
<b>Total Checking/Savings</b>	<u>105,629.06</u>
<b>Total Current Assets</b>	<u>105,629.06</u>
<b>TOTAL ASSETS</b>	<u><u>105,629.06</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
0200 Escrow	<u>20,800.00</u>
<b>Total Other Current Liabilit...</b>	<u>20,800.00</u>
<b>Total Current Liabilities</b>	<u>20,800.00</u>
<b>Total Liabilities</b>	<u>20,800.00</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>20,800.00</u></u>

\* INCLUDES ESCROW FUNDS OF \$20,800.00

## SUNSET LAKE ASSOCIATION

## Budget vs. Actual

January through April 2003

04/30/03

	<u>Jan - Apr '03</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
<b>Income</b>				
0301 Annual Assessment	74,946.08	78,600.00	-3,653.92	95.4%
0301.3 Special Assmt Shed	14,799.21	15,700.00	-900.79	94.3%
0301.2 Special Assmt Repair Dam	50.00			
0301.7 Silt Assessment	120.00			
0305 Boat Permits	3,264.71	3,600.00	-335.29	90.7%
0311 Building Permits	295.00	900.00	-605.00	32.8%
0313 Fines & Penalties	287.00	800.00	-513.00	35.9%
0325 Farm Income	1,600.00	3,200.00	-1,600.00	50.0%
0335 Interest Income	752.69	1,400.00	-647.31	53.8%
0391 Transfer Fees	800.00	6,400.00	-5,600.00	12.5%
0397 Cable Franchise Fee	1,096.59	1,700.00	-603.41	64.5%
0398 Earned by Maint. Man	300.00	1,200.00	-900.00	25.0%
0399 Miscellaneous Income				
Chlorine Tablets	216.00			
Copies	14.80			
Fax	16.00			
SLA Hats	15.00			
Sports/Chlorine Bottles	6.00			
0399 Miscellaneous Income - Other	17.00	3,900.00	-3,883.00	0.4%
<b>Total 0399 Miscellaneous Income</b>	<b>284.80</b>	<b>3,900.00</b>	<b>-3,615.20</b>	<b>7.3%</b>
<b>Total Income</b>	<b>98,596.08</b>	<b>117,400.00</b>	<b>-18,803.92</b>	<b>84.0%</b>
<b>Expense</b>				
0406 Professional Fees				
Accounting	640.00			
Legal Fees				
Mobile Home - Bloomer	609.20			
<b>Total Legal Fees</b>	<b>609.20</b>			
0406 Professional Fees - Other	0.00	4,000.00	-4,000.00	0.0%
<b>Total 0406 Professional Fees</b>	<b>1,249.20</b>	<b>4,000.00</b>	<b>-2,750.80</b>	<b>31.2%</b>
0409 Office & Hall Supplies				
Copier Supplies	349.94			
Paper Supplies	90.11			
Postage	346.45			
Printing	512.13			
0409 Office & Hall Supplies - Other	263.01	4,000.00	-3,736.99	6.6%
<b>Total 0409 Office &amp; Hall Supplies</b>	<b>1,561.64</b>	<b>4,000.00</b>	<b>-2,438.36</b>	<b>39.0%</b>
0411 R & M- Lake	278.60	500.00	-221.40	55.7%
0411.1 Fish Stocking	0.00	2,000.00	-2,000.00	0.0%
0412 R & M -Grounds	0.00	500.00	-500.00	0.0%
0414 R & M -Roads	0.00	5,000.00	-5,000.00	0.0%
0415.5 Conservation & Watershed	2,516.31	3,000.00	-483.69	83.9%
0416 R & M Equipment	170.04	2,000.00	-1,829.96	8.5%
0418 Gas & Oil	31.80	2,500.00	-2,468.20	1.3%
0430 Utilities				
Gas & Electric	1,932.86			

04/30/03

**SUNSET LAKE ASSOCIATION**  
**Budget vs. Actual**  
 January through April 2003

	Jan - Apr '03	Budget	\$ Over Bud...	% of Budget
Telephone	316.30			
Water	34.20			
0430 Utilities - Other	0.00	6,000.00	-6,000.00	0.0%
<b>Total 0430 Utilities</b>	<b>2,283.36</b>	<b>6,000.00</b>	<b>-3,716.64</b>	<b>38.1%</b>
<b>0434 Insurance</b>				
Home Assoc Wrongful Acts Liab	1,339.00			
Comm. Auto	1,100.00			
Comm. Inland Marine	390.00			
Comm. General Liability	750.00			
Comm. Property	518.00			
Comm. Umbrella Liability	775.00			
Notary Bond	13.00			
Crime Bond	100.00			
Workers Compensation	1,516.00			
0434 Insurance - Other	0.00	6,500.00	-6,500.00	0.0%
<b>Total 0434 Insurance</b>	<b>6,501.00</b>	<b>6,500.00</b>	<b>1.00</b>	<b>100.0%</b>
0442 Property Tax	0.00	4,800.00	-4,800.00	0.0%
<b>0498 Miscellaneous Expense</b>				
0470 Recording Fees	18.00			
Donations	1,000.00			
0498 Miscellaneous Expense - Other	188.50	2,400.00	-2,211.50	7.9%
<b>Total 0498 Miscellaneous Expense</b>	<b>1,206.50</b>	<b>2,400.00</b>	<b>-1,193.50</b>	<b>50.3%</b>
Equipment Reserve	0.00	2,000.00	-2,000.00	0.0%
Capital Improvements	14,941.14	19,500.00	-4,558.86	76.6%
<b>Payroll Expenses</b>				
0402 Superintendant	10,166.65	30,500.00	-20,333.35	33.3%
0404 Secretary Salary	6,000.00	18,000.00	-12,000.00	33.3%
<b>0440 Employment Tax Expense</b>				
0439 Illinois Unemployment Tax	0.00			
0441 FUTA	0.00			
0440 Employment Tax Expense - Other	1,374.71	4,200.00	-2,825.29	32.7%
<b>Total 0440 Employment Tax Expense</b>	<b>1,374.71</b>	<b>4,200.00</b>	<b>-2,825.29</b>	<b>32.7%</b>
<b>Total Payroll Expenses</b>	<b>17,541.36</b>	<b>52,700.00</b>	<b>-35,158.64</b>	<b>33.3%</b>
<b>Total Expense</b>	<b>48,280.95</b>	<b>117,400.00</b>	<b>-69,119.05</b>	<b>41.1%</b>
<b>Net Income</b>	<b>50,315.13</b>	<b>0.00</b>	<b>50,315.13</b>	<b>100.0%</b>

# SUNSET LAKE ASSOCIATION

## AGENDA

June 3, 2003 7:00PM

CALL TO ORDER

ROLL CALL

VISITORS

SUPERINTENDANT'S REPORT

OFFICE MANAGER'S REPORT

APPROVAL OF THE MINUTES OF MAY 6, 2003

APPROVAL OF BILLS PAID FOR MAY 2003

COMMITTEE REPORTS:

AQUATIC CONTROL & WATER SAFETY	- BOB SONS
BUILDING & CONSTRUCTION COMMITTEE	- DENNIS DENNEY
DAM & GROUNDS COMMITTEE	- JOE DINORA
FINANCE COMMITTEE	- TOM ERICKSON
LEGAL & INSURANCE COMMITTEE	- ALLAN SHARP
ROADS COMMITTEE	- GEORGE MADIAR
SANITATION, SHORELINE & BOAT DOCKS COMMITTEE	- RICK WHITEHEAD
WATER QUALITY & CONSERVATION	- ERNIE NEUMANN

OLD BUSINESS - Bylaws and Rules governing Transfers

NEW BUSINESS - Rule Change - Peaceful Enjoyment of Premises  
Darryl Taylor #215 would like to sell 20' to his neighbor Gary Yaris #214  
Larry Royer #249 and #250 would like to take 10' from Lot #249 and put with Lot #250.  
(House that's selling is on Lot #249)

TRANSFERS - #179 Don, Yvonne, and Patty Brockmeyer to Daniel Swan

ADJOURNMENT -



# SUNSET LAKE ASSOCIATION

## Monthly Financial Report May 30, 2003

Cash on Hand as of 4/30/03	\$ 10200
Checking Account Balance as of 4/30/03	\$ 40800
Money Market Account Balance as of 4/30/03	\$ 64,217.65
3-Month CD at 2.35% as of 4/30/03	<u>\$ 20,101.41</u>
	\$ 84,829.06

### Minus Bills Paid

Quality Retaining Walls (Work done on Sunset Drive)	\$ 2,200.00
104 Store (Final Payment on Shed)	1,580.00
M & M Service (Fuel)	382.39
M&M Service (Cross Bow/Roundup)	276.34
Rural Electric	306.04
R.W. Troxell Co.	122.00
Verizon	43.44
Verizon Wireless	34.28
PowerNet Global	8.98
Nilwood Water	8.55
Peach Tree (Flag)	23.52
Petty Cash (Paper Products, Coffee, Certified Mail)	34.50
Midwest Office Supply (Paper for Garage Sale Maps)	10.82
Employers Tax & Withholding	902.40
Kyla Tanner - Net Salary	1,273.24
William Hohimer - Net Salary	<u>2,061.22</u>
<b>Total Expenses</b>	<b>\$ 9,267.72</b>

### Plus Income

Assessments	\$ 1,200.00
Boat Permits	108.00
Earned by Maintenance Man	45.00
Interest	162.23
All Others	81.40
	<hr/>
<b>Total Income</b>	<b>\$ 1,596.63</b>

Cash on Hand as of 5/31/03	\$ 10200
Checking Account Balance as of 5/31/03	\$ 40800
Money Market Account Balance as of 5/31/03	\$ 41,647.97
3-Month CD at 1.31% as of 5/31/03	<u>\$ 35,000.00</u>
	\$ 77,157.97

**SUNSET LAKE ASSOCIATION**

**Balance Sheet**

As of May 30, 2003

	<u>May 30, '03</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
0100 Cash on Hand	102.00
0120 Checking Acct.	16,208.00 *
0125 First National Bank- ...	41,647.97
0131 FNB-CD	35,000.00
<b>Total Checking/Savings</b>	<u>92,957.97</u>
<b>Total Current Assets</b>	<u>92,957.97</u>
<b>TOTAL ASSETS</b>	<u><b>92,957.97</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
0200 Escrow	15,800.00
<b>Total Other Current Liabilit...</b>	<u>15,800.00</u>
<b>Total Current Liabilities</b>	<u>15,800.00</u>
<b>Total Liabilities</b>	<u>15,800.00</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>15,800.00</b></u>

\* INCLUDES ESCROW FUNDS OF \$15,800.00

**SUNSET LAKE ASSOCIATION**  
**Budget vs. Actual**  
January 1 through May 30, 2003

	Jan 1 - May 30, ...	Budget	\$ Over Bud...	% of Budget
<b>Income</b>				
0301 Annual Assessment	75,986.54	78,600.00	-2,613.46	96.7%
0301.3 Special Assmt Shed	15,007.30	15,700.00	-692.70	95.6%
0301.2 Special Assmt Repair Dam	50.00			
0301.7 Silt Assessment	120.00			
0305 Boat Permits	3,324.16	3,600.00	-275.84	92.3%
0311 Building Permits	295.00	900.00	-605.00	32.8%
0313 Fines & Penalties	287.00	800.00	-513.00	35.9%
0325 Farm Income	1,600.00	3,200.00	-1,600.00	50.0%
0335 Interest Income	914.92	1,400.00	-485.08	65.4%
0391 Transfer Fees	800.00	6,400.00	-5,600.00	12.5%
0397 Cable Franchise Fee	1,096.59	1,700.00	-603.41	64.5%
0398 Earned by Maint. Man	345.00	1,200.00	-855.00	28.8%
0399 Miscellaneous Income				
Chlorine Tablets	272.00			
Copies	15.20			
Fax	24.00			
SLA Hats	30.00			
Sports/Chlorine Bottles	8.00			
0399 Miscellaneous Income - Other	17.00	3,900.00	-3,883.00	0.4%
<b>Total 0399 Miscellaneous Income</b>	366.20	3,900.00	-3,533.80	9.4%
<b>Total Income</b>	100,192.71	117,400.00	-17,207.29	85.3%
<b>Expense</b>				
0406 Professional Fees				
Accounting	640.00			
Legal Fees				
Mobile Home - Bloomer	609.20			
<b>Total Legal Fees</b>	609.20			
0406 Professional Fees - Other	0.00	4,000.00	-4,000.00	0.0%
<b>Total 0406 Professional Fees</b>	1,249.20	4,000.00	-2,750.80	31.2%
0409 Office & Hall Supplies				
Copier Supplies	349.94			
Paper Supplies	90.11			
Postage	346.45			
Printing	512.13			
0409 Office & Hall Supplies - Other	331.85	4,000.00	-3,668.15	8.3%
<b>Total 0409 Office &amp; Hall Supplies</b>	1,630.48	4,000.00	-2,369.52	40.8%
0410 R & M -Dam	276.34			
0411 R & M- Lake	278.60	500.00	-221.40	55.7%
0411.1 Fish Stocking	0.00	2,000.00	-2,000.00	0.0%
0412 R & M -Grounds	0.00	500.00	-500.00	0.0%
0414 R & M -Roads	0.00	5,000.00	-5,000.00	0.0%
0415.5 Conservation & Watershed	2,516.31	3,000.00	-483.69	83.9%
0416 R & M Equipment	170.04	2,000.00	-1,829.96	8.5%
0418 Gas & Oil	414.19	2,500.00	-2,085.81	16.6%
0430 Utilities				

**SUNSET LAKE ASSOCIATION**  
**Budget vs. Actual**  
**January 1 through May 30, 2003**

	<u>Jan 1 - May 30, ...</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
Gas & Electric	2,238.90			
Telephone	403.00			
Water	42.75			
0430 Utilities - Other	0.00	6,000.00	-6,000.00	0.0%
<b>Total 0430 Utilities</b>	<b>2,684.65</b>	<b>6,000.00</b>	<b>-3,315.35</b>	<b>44.7%</b>
<b>0434 Insurance</b>				
Home Assoc Wrongful Acts Liab	1,339.00			
Comm. Auto	1,100.00			
Comm. Inland Marine	390.00			
Comm. General Liability	750.00			
Comm. Property	518.00			
Comm. Umbrella Liability	775.00			
Notary Bond	13.00			
Crime Bond	100.00			
Workers Compensation	1,638.00			
0434 Insurance - Other	0.00	6,500.00	-6,500.00	0.0%
<b>Total 0434 Insurance</b>	<b>6,623.00</b>	<b>6,500.00</b>	<b>123.00</b>	<b>101.9%</b>
0442 Property Tax	0.00	4,800.00	-4,800.00	0.0%
<b>0498 Miscellaneous Expense</b>				
0470 Recording Fees	18.00			
Donations	1,000.00			
0498 Miscellaneous Expense - Other	2,388.50	2,400.00	-11.50	99.5%
<b>Total 0498 Miscellaneous Expense</b>	<b>3,406.50</b>	<b>2,400.00</b>	<b>1,006.50</b>	<b>141.9%</b>
Equipment Reserve	0.00	2,000.00	-2,000.00	0.0%
Capital Improvements	16,521.14	19,500.00	-2,978.86	84.7%
<b>Payroll Expenses</b>				
0402 Superintendant	12,708.31	30,500.00	-17,791.69	41.7%
0404 Secretary Salary	7,500.00	18,000.00	-10,500.00	41.7%
<b>0440 Employment Tax Expense</b>				
0439 Illinois Unemployment Tax	0.00			
0441 FUTA	0.00			
0440 Employment Tax Expense - Other	1,683.91	4,200.00	-2,516.09	40.1%
<b>Total 0440 Employment Tax Expense</b>	<b>1,683.91</b>	<b>4,200.00</b>	<b>-2,516.09</b>	<b>40.1%</b>
<b>Total Payroll Expenses</b>	<b>21,892.22</b>	<b>52,700.00</b>	<b>-30,807.78</b>	<b>41.5%</b>
<b>Total Expense</b>	<b>57,662.67</b>	<b>117,400.00</b>	<b>-59,737.33</b>	<b>49.1%</b>
<b>Net Income</b>	<b>42,530.04</b>	<b>0.00</b>	<b>42,530.04</b>	<b>100.0%</b>

# SUNSET LAKE ASSOCIATION

## AGENDA

July 1, 2003 7:00PM

CALL TO ORDER

ROLL CALL

VISITORS

SUPERINTENDANT'S REPORT

OFFICE MANAGER'S REPORT

APPROVAL OF THE MINUTES OF JUNE 3, 2003

APPROVAL OF BILLS PAID FOR JUNE 2003

COMMITTEE REPORTS:

AQUATIC CONTROL & WATER SAFETY	- BOB SONS
BUILDING & CONSTRUCTION COMMITTEE	- JIM DORR
DAM & GROUNDS COMMITTEE	- JOE DINORA
FINANCE COMMITTEE	- TOM ERICKSON
LEGAL & INSURANCE COMMITTEE	- ALLAN SHARP
ROADS COMMITTEE	- GEORGE MADIAR
SANITATION, SHORELINE & BOAT DOCKS COMMITTEE	- RICK WHITEHEAD
WATER QUALITY & CONSERVATION	- ERNIE NEUMANN

OLD BUSINESS - Bylaw and Rule Changes - Transfers and Peaceful Enjoyment of Premises  
Refrigerator has been fixed thanks to Ed Snell

NEW BUSINESS -

TRANSFERS - #31 Michael & Sharon Lindsay to Steve & Laura Kolsto  
#59A John & Vicki Watts to Michael & Cheryl Stine  
#78 Todd Cole to Larry & Carol Sobek  
#112 Larry & Janet Duke to Ronald & Lynne Botz  
#183 Juan & Wendie Medina to John & Vicki Watts

ADJOURNMENT -

**SUNSET LAKE ASSOCIATION  
MINUTES OF THE MONTHLY MEETING  
JULY 1, 2003**

**CALL TO ORDER:** President Jim Dorr called the meeting to order at 7:03 p.m. Also present for the meeting were Tom Erickson, Ernie Neumann, Allan Sharp, Joe Dinora, George Madiar, Rick Whitehead, Bob Sons and Superintendent Bill Hohimer.

Jim Dorr nominated George Toepfer to fill the vacant seat left by the resignation of Dennis Denney. Jim asked if there were any other nominations. George Toepfer was welcomed to the Board.

**VISITORS:** John and Carol Schwandner #62, George Toepfer #115, 116, Raymond Fickas #167, 167A, Tom Mottershaw #182, John Munchalfen #221, Linda Kmiecik #264, and Ray Stansberry #265.

Linda Kmiecik approached the Board about Aaron & Linda Snodgrass' dog running loose in the neighborhood. Linda stated several other members are having a problem with this dog also. Jim Dorr said to fill out another complaint form and we'd take further action.

John Schwandner asked if a building permit for a dog run was received for members at Lot 59A. Jim Dorr stated we received a permit for that. John also asked who has the authority to issue a ticket for a boat in the water without a license. Jim Dorr said any board member. Bob Sons stated if we appoint a member to patrol the lake they have the authority to issue tickets.

Ray Stansberry approached the Board about the Snodgrass' dog. Ray said the dog has been over in his yard while he's been outside and the dog has tried to attack him. Ray stated he talked to the State's Attorney about this situation. The State's Attorney told him he could shoot the dog in self-defense. Ray said he does not want to shoot a dog that belongs to a couple of kids but will not put up with this. Ray stated his wife was scared to walk to the neighbors and this needs to be stopped. The dog runs loose and this is the Board's problem. Jim Dorr stated a complaint form needs to be filled out and Ray said he doesn't need a complaint form. Ray asked if they wanted him to shoot the dog with a 357 magnum if it comes in his yard, legally I could do it. Ray stated he wanted the Board to take some action. Jim said the more complaint forms we have the more leverage we have. Jim Dorr said if we don't have written complaint forms on file there is not a whole lot we can follow up on.

**SUPERINTENDENT'S REPORT:** Bill Hohimer stated on June 16<sup>th</sup> he picked up a dog on Sunset Drive and called the dog pound. Bill said he belongs to Nicholson who does not live at the lake and we've had a problem with this dog in the past. Bill stated he sprayed weeds at the Dam and also tore off the lean-to on the shed. Bill also said he'd received a few complaints in the last week. One complaint was from Jim Hyatt about someone jug fishing, several complaints about the dogs, and four wheeling again.

Bill stated it's about the place between mowing and the new shed he just can't keep up with everything. He's been working 11 and 12 hours a day. Bill said he's made numerous trips to the West side on go-carts. Jim Dorr said the phone calls need to be passed on to the proper committee.

**OFFICE MANAGER'S REPORT:** Kyla Tanner gave 5 orientations. Made copies of all the information on the George and Patty Robson's file and sent to the attorney. Kyla gathered more information on Lot 49 and sent to Golden Feather (HUD). Kyla also sent out interest invoices.

**APPROVAL OF MINUTES:** A motion to approve the minutes of the June 3, 2003 meeting was made by George Madiar and seconded by Joe Dinora. Motion passed unanimously.

**APPROVAL OF BILLS PAID FOR JUNE 2003:** Tom Erickson called attention to a few bills paid. He noted the amount paid to Twin C Trucking included \$1,086.75 for sand for the Shed and \$361.70 for rock for Sunset Drive. Tom said the amount paid to Denby, Meno, Bloomer & Denby are legal fees for a number of matters of late. A motion was made by Rick Whitehead and seconded by Bob Sons to approve the bills paid for June. The Board voted unanimously to approve the bills paid.

**COMMITTEE REPORTS:**

**AQUATIC CONTROL AND WATER SAFETY:** Bob Sons stated he had a call from Bill Hohimer on jug fishing. Bob stated there was not a rule against jug fishing other than it says a single line and a single hook. Bob asked if there was a prior rule against jug fishing. John Schwandner said there was a rule that specifically said no jug fishing at one time. Joe Dinora said a few months ago somebody was using a big float with lines. Joe said he told George about it but they've never been back out since. Bob said there isn't a rule about it and he didn't think this has really been a problem.

Bob said there have been a few members exceeding lake speed limits, mostly pontoon boats. Joe Dinora said there was boat with a young girl in it that was out speeding but he couldn't see the number on it.

Bob stated he got the recommendations on the fish; 3,500 catfish (8 to 10 inches) every other year and 750 walleye (8 to 10 inches) every other year. Last year we only put in 500 walleye. Bob said he has a call into Jack and would see what he thinks we should do. Bob also said he'd be out on the Lake all weekend.

**BUILDING AND CONTRUCTION COMMITTEE:** Jim Dorr stated we received an application for a Dog Fence from Mike and Cheryl Stine, 59A. This 10x10x6 fence has already been put up and is 37 feet from the Lake. There is no fee for this dog fence. A motion was made by Joe Dinora and seconded by George Madiar to approve the application. The Board agreed unanimously.

Jim said Marv Wingo, #51 submitted a building permit for a carport. It was approved and the carport has been completed.

Tom Smith is selling Lot #43 which has no building but has septic tank which was put in illegally. Our first thoughts were it was a drum put in the ground. After further investigation we had it dug up. Jim said Bill, George and I all looked at it and found it was a full size, concrete, baffled septic tank. There is a little elbow and a 3" or 4" pipe that apparently came up thru the shed with a stool. A bucket of water was used to flush it down. The tank was opened up, stirred it and didn't seem to be anything in it except water. The gentleman was then going to dig down the outside of it, cut the pipe and cap it until such time as he decided to build. He said if it was in the way, he'd take it clear out and if not, he'd use it and hook to a sand filter which would be legal. Jim stated we gave Mr. Smith permission to sell the lot under those circumstances.

Jim Dorr stated Tom Mottershaw, #182 originally wanted to buy some ground off the Association and put up another shed. Bill and Jim went down and looked at the land. Jim said he told Mr. Mottershaw to draw out the dimensions and make the Association an offer. Jim said before we left he told Tom that would make 3 sheds on his property which is illegal because you can only have 2. Mr. Mottershaw has decided to sell 1 shed and build another one back where it was moved off. This will give him a total of 2 sheds. Jim said we may want to defer this application until later because the new shed would not be built until June or July of next year and an application is only good for one year. Tom Mottershaw said the shed would be built the 2<sup>nd</sup> week of May or 1<sup>st</sup> of June. Jim said this would not be a problem as long as the other shed is moved off and the permit for a shed would be \$25.00.

**DAM & GROUNDS COMMITTEE:** Joe Dinora said there have been a few boats with no stickers on them. Tom Erickson said he saw a boat at Sharon Vest, #138,139 without a sticker on Saturday, June 28<sup>th</sup>. Tom said Sunday he stopped Ms. Vest on the lake because there was a child sitting up front with his feet in the water out on the edge. Tom explained to her for safety reasons the boy needed to get inside the rail and also told her she needed stickers. Bill Hohimer told Tom she just got this boat Saturday and was trying it out. Tom said he originally told Kyla to prepare a letter and send her a \$25.00 fine. Kyla found in the file where Sharon purchased stickers the last 3 years. Joe Dinora said there was no Illinois registration. Jim Dorr said hold up on the letter and we'll see what she puts on her Boat Application. Jim said if the information is for the old boat then send the letter but if it's a new boat don't send it.

Joe said there was a log that broke loose from the bottom of a boathouse and it was 23' long. It was floating out in the Lake. Joe said Bill Tavernor helped him tie on to it and drag it to his dock. Joe said he got a hold of Bill Hohimer and he said take it to the boat ramp. Bill then got it out with his tractor. Bill Hohimer said if anyone finds logs like that take it to the boat ramp, tie it up some place and he'd get it with his tractor.

Joe said the flagpole was in and asked Bob if they were going to set concrete when they do the shed. Bob Sons said a hole would need to be dug. Jim Dorr stated when we get the flagpole set and before the old shed is totally destroyed we would dig a trench so we can put in a light. Jim said one thing he would suggest is the haylard being put up high enough so kids couldn't steal the flag.



**FINANCE COMMITTEE:** Tom Erickson noted according to the monthly financial report we started the month of June with \$77,157.97. We took in \$2,327.65 and spent \$6,812.44. At the end of the month we had \$72,673.18. Tom said there was a new sheet that listed our Capital Improvements. Originally we put the \$2,200 that was spent on Sunset Drive with the railroad ties in Miscellaneous Expense. Tom stated we pulled that out and put it in Capital Improvements. Our budget there was \$19,500 and was largely for the shed so we are going to keep this sheet on Capital Improvements so we can see what we're spending on each item. Tom noted we spent a total of \$2,561.70 on Sunset Drive and on the shed so far we've spend \$17,607.89. That was \$15,380 for the building, Menard's for the 2 doors was \$1,141.14 roughly \$600 less than what we thought the doors would cost. We had \$1,725 as a bid for doors originally. Tom said the sand was not in the original cost but came to \$1,086.75. Bob Sons said we would not get a bill for the concrete work until after they finished the apron. Tom said we still have left \$3,700 for the floor, \$900 for the apron, \$200 for the gas tank slab, and \$1,000 for the ceiling. Tom stated we were trying to stay around \$25,000 and thought we would be close. Tom said we'd keep this additional sheet listing the Capital Improvements each month and we are over on this item and insurance but still doing all right budget wise. Bob Sons said he had a bill for the drain but we didn't originally take this into account.

Tom stated on the Accounts Receivable list is Lot #49 for \$5,466.49 and we are getting close to collecting the biggest part of that from HUD. Tom said the next biggest would be George and Patty Robson for \$2,105.42. A motion was made by Bob Sons and seconded by George Toepfer to approve the financial report. The Board voted unanimously to approve the report.

**LEGAL & INSURANCE COMMITTEE:** Allan Sharp said once we get the final cost of the new equipment shed he would contact the Insurance Company. Allan stated the other items he wanted to cover should be handled in executive session.

Jim Dorr said we could talk about the Robson's. Allan stated our lawyer received a letter dated June 6<sup>th</sup> from the George and Patty Robson. In this letter they ask the Association to come to a mutual satisfaction agreement to end this disagreement. Allan stated after we received the Robson's letter he talked to it over with Jim Dorr. Allan said it was brought up before about whether the Association would take less. Allan said Jim already tried to work this out through letters and talking to them. Allan said he called Mr. Bloomer and explained the letters Jim Dorr had written dated November 20<sup>th</sup> and December 23<sup>rd</sup>, 2002.

Mr. Bloomer has requested copies of those letters and a detail explanation of all the charges the Robson's owe the Association. Jim Dorr said he explained in his letters to the Robson's that the fines approved by the previous board were not something he could do anything about. Jim said he offered to work with them and gave them 30 days to respond. We did not hear back from the Robson's so Jim sent them another letter stating that all offers had expired and off the table. Mr. Bloomer has now taking this over.

Jim Dorr stated on June 20<sup>th</sup> he received a call from Janet Shackelford, Lot #151, A, B complaining about loud music coming from Lot #154, 154A all afternoon. Jim told Mrs. Shackelford to fill out a complaint form and the more we had on file to pass to the attorney the better it was to get something done.

**ROADS COMMITTEE:** George Madiar stated he talked to Bill Hohimer and a year ago he was already working on roads. George said the black patch has been ordered and he may need some help. Jim Dorr told Bill if he ever needed help just give him a call.

**SANITATION SHORELINE & BOAT DOCKS COMMITTEE:** Rick Whitehead stated he has seen some docks in bad shape. Rick said John Watts, 59A needed to replace some rip rap. He also said he would be checking septic systems to make sure they had chlorine.

**WATER QUALITY & CONSERVATION:** Ernie Neumann stated we would do the fecal strep and fecal test later this month or the beginning of next month. Ernie also said the growth all over the lake that has been showing up is called Bryozoa, also known as moss animals. Ernie stated these are underwater colonies of tiny, colonial animals like sponges, which filter the water that's how they eat. 3,500 species worldwide but only about 50 of these species inhabit freshwater. The ones east of the Mississippi River, which is what we have, is the biggest one. Ernie stated they dissolve in cool water and disappear. Ernie said he got this article off the web that was written by 2 scientists who saw this in their lake in Massachusetts. These scientists had never seen this before and had been there for over 20 years. They ran the same type of disk test we run and the only thing they determined was different was the waters were clearer. Ernie stated if you'd look at their disk test and ours, their water is very similar to ours. These moss animals will not exist in contaminated water so in effect what they're saying is we have pretty good water. Ernie stated they just started studying these in that last few years and some say they're good for the water because they're filter-feeders. Ernie said in cool water they would dissolve to practically nothing except a little thin film and then birds and animals walk through that film and transfer it around the lake.

#### **OLD BUSINESS:**

Jim Dorr stated Ed Snell fixed the refrigerator and he only charged us for parts. Jim said a Thank You should be sent to Ed.

Jim Dorr said we put together an ad-hoc committee that did some work on Section 38: Requirements to Transfer of Property. Jim stated the goals were to clarify the various situations in which Section 38 applies, to eliminate loopholes in current wording that could potentially allow change in ownership to occur without proper inspections and evaluations, and to avoid undue complications or expenses for members in good standing who modify ownership of leasehold for tax or estate planning.

Jim said he'd looked this over and it's a little lengthy but does not see anything other than on the 2<sup>nd</sup> page under F. The transferor and transferee are to receive a Lease Transfer Information Sheet furnished by the Association Secretary. Jim said Secretary should be changed to Office Manager and other than that, he didn't see anything else

that needed to be changed. Jim thanked Ray Reardon, Ed Snell, Rick Whitehead, and Ernie Neumann for working on this committee.

Ernie stated the only item he questioned was J. If a leasehold is transferred to a trust or estate, or if modification of lease is only for addition or deletion of leaseholder(s), all items in this section 38 except D & E are applicable. Ernie said if you transfer your leasehold to an estate or trust you don't have to worry about the Septic or Survey. Ernie thought if a person comes in as a new buyer and puts the leasehold in a trust or estate, they may think they don't have to worry about the septic or survey. Jim Dorr said maybe it should be changed to "If a **current** leasehold is transferred to **his** trust or estate". Tom Erickson asked if we should have Mr. Bloomer take a look at this. Jim said to change the wording, send a copy to our attorney and in August we'd approve it. Jim stated after we approve this we'd make copies for the membership and send out in the packet for the Annual Meeting.

Allan Sharp asked if we wanted to discuss Peaceful Enjoyment of Premises. Jim Dorr stated the new rule drafted by the lawyer read as follows "No lessee, member of lessee's household, or guest shall act in such a manner that will disturb, annoy, or harass other persons or Association property, or that will disturb neighbors' peaceful enjoyment of their property. By way of example and not limitation, vulgar, profane, obscene, or threatening language will not be permitted." Jim said we should add prolonged loud noise. Jim stated we have Section 32. Fines but what do we do when we fine the members and we take away lake privileges but they don't pay attention to it. Allan said they will have to pay the fines eventually or if they have money in the bank we could go after them plus our attorney's fee. Jim stated if you get a lien against their property they still would not pay it and we can't throw them out. Allan stated if the member is working we can have their wages garnished and they will have to pay the attorney's fee. Bob Sons said we talked to the lawyer about revoking a member's lease. Jim Dorr said the last paragraph of the letter sent to the Robson's from our lawyer stated this communication is from a debt collector. It is an attempt to collect a debt, and any information obtained will be used for that purpose. There was much discussion by the Board.

#### **NEW BUSINESS:**

Ernie Neumann asked if we should put insulation and internal walls in the new building before Bill puts permanent items in like the workbench. Jim Dorr said the end of the building we are going to heat should be insulated. Bob Sons volunteered to get some prices and he would help install it.

John Munchalfen said he had been waiting for the floor to be done before he could start on the electrical. John mentioned he talked to Ed Snell about hooking up the water at the same time as the electric.

John Munchalfen also said as you turn onto Beachview, you have an individual that lives on the left hand side, Chris Mecaskey. It appears he will be putting another entrance into his property off of Beachview. John asked if this was okay with the Board. Jim Dorr said this was not something the Board was okay with. Bob Sons said maybe we should send them a letter before it goes any farther. Jim Dorr said we could send a letter

stating that Beachview is a portion of Sunset Lake Association property and they are not authorized to put a culvert or an entrance onto Beachview from his property.

**TRANSFERS:** Bob Sons asked if we were going to approve Lot #59A John & Vicki Watts to Michael & Cheryl Stine because of the riprap problem. Rick Whitehead stated he didn't say anything about the boat dock but did tell Kyla about the riprap. After much discussion by the board, it was agreed to hold Lot #59A John & Vicki Watts to Michael & Cheryl Stine until further checking on the riprap was done.

The following transfers were approved upon motion by Bob Sons and seconded by Joe Dinora.

Lot #31 Michael & Sharon Lindsay to Steve & Laura Kolsto  
Lot #78 Todd Cole to Larry & Carol Sobeck  
Lot #112 Larry & Janet Duke to Ronald & Lynne Botz  
Lot #183 Juan & Wendie Medina to John & Vicki Watts

The Board agreed unanimously.

Jim Dorr asked what the situation on John Cheek, #109 and Donald Hopper, #107 with the motor home. Jim stated Mr. Cheek's parks his motor home at lot #107 that belongs to Mr. Hopper. After discussion by the board it was agreed to send a letter to Mr. Cheek a letter stating the motor home needs to be moved.

Jim Dorr asked about the social committee and there's an organization the women have called the Red Hat Society. Jim stated there was 7 Chapters in Springfield and it's for women 55 years of age and older. This may be something to check into.

**ADJOURNMENT:** The board adjourned to go into Executive Session at 8:29 p.m. and reconvened at 8:48 p.m. George Madiar moved to adjourn and Bob Sons seconded. The Board agreed unanimously. The meeting adjourned at 8:49 p.m.

# Sunset Lake Association

30505 East Lake Dr, Girard, IL 62640  
217-627-3339

## MEMORANDUM

TO: Board of Directors and Bill Hohimer, Superintendent

FROM: Kyla Tanner

SUBJECT: August Monthly Board Meeting

DATE: August 1, 2003

Please plan to attend the Directors' Meeting on Tuesday, August 5, 2003 at 7:00 P.M.  
The meeting will be held at the Community Center, Hanauer Hall, 30505 East Lake Drive.

Thank you!

# SUNSET LAKE ASSOCIATION

## AGENDA

August 5, 2003 7:00PM

CALL TO ORDER

ROLL CALL

VISITORS

SUPERINTENDANT'S REPORT

OFFICE MANAGER'S REPORT

APPROVAL OF THE MINUTES OF JULY 1, 2003

APPROVAL OF BILLS PAID FOR JULY 2003

COMMITTEE REPORTS:

AQUATIC CONTROL & WATER SAFETY	- BOB SONS
BUILDING & CONSTRUCTION COMMITTEE	- GEORGE TOEPFER
DAM & GROUNDS COMMITTEE	- JOE DINORA
FINANCE COMMITTEE	- TOM ERICKSON
LEGAL & INSURANCE COMMITTEE	- ALLAN SHARP
ROADS COMMITTEE	- GEORGE MADIAR
SANITATION, SHORELINE & BOAT DOCKS COMMITTEE	- RICK WHITEHEAD
WATER QUALITY & CONSERVATION	- ERNIE NEUMANN

OLD BUSINESS - Bylaw and Rule Changes - Attorney's Fees  
Peaceful Enjoyment of Premises  
Transfer of Property

NEW BUSINESS - Proposed 2004 Budget

TRANSFERS - #59A John & Vicki Watts to Michael & Cheryl Stine (Held from last month)  
#211 Joseph Reilly to Paul, Linda, Scott & David Niksich  
#249 Larry & Carla Royer to Stephen & Jean Russum

ADJOURNMENT -

# SUNSET LAKE ASSOCIATION

## Monthly Financial Report

July 31, 2003

Cash on Hand as of 6/30/03	\$	10200
Checking Account Balance as of 6/30/03	\$	40800
Money Market Account Balance as of 6/30/03	\$	37,163.18
3-Month CD at 1.31% as of 6/30/03	\$	<u>35,000.00</u>
	\$	72,673.18

### Minus Bills Paid

Girard Ready Mix (Concrete work for new shed)	\$5,320.00
Bob Sons Construction (Ceiling for new shed)	1,238.08
Snell Enterprise (Plumbing for new shed)	229.50
Twin C Trucking (Rock for Shed's Driveway, Mulch)	787.50
M&M Service (Fuel)	397.12
M&M Service (LP)	163.30
Louis Marsch (Chipmix)	239.86
Peachtree Business (Flagpole)	384.00
Rural Electric	286.27
Verizon	44.16
Verizon Wireless	34.32
Power Net Global	10.23
Nilwood Water	12.23
R.W. Troxell	32.00
Farm Plan (Service on Truck, Blades for Mower)	137.73
Matt Munchalphen (Landscaping Work)	45.00
William Hohimer (Shelving for Shed, Spray Paint)	112.56
Quill Corp. (Ink Cartridges, File Folders, Chairmat)	135.58
Champion America (Smokers Cease-Fire Receptacle)	70.53
IL Dept. of Revenue	342.00
IL Director of Employment Security	35.25
Employers Tax & Withholding	902.40
Kyla Tanner - Net Salary	1,273.24
William Hohimer - Net Salary	<u>2,091.22</u>
<b>Total Expenses</b>	<b>\$ 14,324.08</b>

### Plus Income

Transfer Fees	\$ 2,000.00
Assessments	900.00
Boat Permits	248.00
Earned by Maintenance Man	95.00
Building Permits	45.00
Interest	90.63
All Others	162.60

Total Income \$ 3,541.23

Cash on Hand as of 7/31/03	\$	10200
Checking Account Balance as of 7/31/03	\$	40800
Money Market Account Balance as of 7/31/03	\$	26,380.33
3-Month CD at 1.31% as of 7/31/03	\$	<u>35,000.00</u>
	\$	61,890.33

07/31/03

**SUNSET LAKE ASSOCIATION**

**Balance Sheet**

As of July 31, 2003

	<u>Jul 31, '03</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
0100 Cash on Hand	102.00
0120 Checking Acct.	60,208.00 *
0125 First National Bank- ...	26,380.33
0131 FNB-CD	<u>35,000.00</u>
<b>Total Checking/Savings</b>	<u>121,690.33</u>
<b>Total Current Assets</b>	<u>121,690.33</u>
<b>TOTAL ASSETS</b>	<b><u>121,690.33</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
0200 Escrow	<u>59,800.00</u>
<b>Total Other Current Liabilit...</b>	<u>59,800.00</u>
<b>Total Current Liabilities</b>	<u>59,800.00</u>
<b>Total Liabilities</b>	<u>59,800.00</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>59,800.00</u></b>

\* INCLUDES ESCROW FUNDS OF \$59,800.00



08/01/03

**SUNSET LAKE ASSOCIATION**  
**Budget vs. Actual**  
 January through July 2003

	<u>Jan - Jul '03</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
<b>Income</b>				
0301 Annual Assessment	76,813.94	78,600.00	-1,786.06	97.7%
0301.2 Special Assmt Repair Dam	50.00			
0301.3 Special Assmt Shed	15,172.79	15,700.00	-527.21	96.6%
0301.7 Silt Assessment	120.00			
0305 Boat Permits	3,664.77	3,600.00	64.77	101.8%
0311 Building Permits	430.00	900.00	-470.00	47.8%
0313 Fines & Penalties	287.00	800.00	-513.00	35.9%
0325 Farm Income	1,600.00	3,200.00	-1,600.00	50.0%
0335 Interest Income	1,077.00	1,400.00	-323.00	76.9%
0391 Transfer Fees	4,400.00	6,400.00	-2,000.00	68.8%
0397 Cable Franchise Fee	1,096.59	1,700.00	-603.41	64.5%
0398 Earned by Maint. Man	637.50	1,200.00	-562.50	53.1%
0399 Miscellaneous Income				
Chlorine Tablets	446.00			
Copies	17.00			
Fax	28.00			
SLA Hats	65.00			
Sports/Chlorine Bottles	18.00			
0399 Miscellaneous Income - Other	138.00	3,900.00	-3,762.00	3.5%
<b>Total 0399 Miscellaneous Income</b>	<u>712.00</u>	<u>3,900.00</u>	<u>-3,188.00</u>	<u>18.3%</u>
<b>Total Income</b>	106,061.59	117,400.00	-11,338.41	90.3%
<b>Expense</b>				
0406 Professional Fees				
Accounting	640.00			
Legal Fees				
Mobile Home - Bloomer	1,184.20			
<b>Total Legal Fees</b>	<u>1,184.20</u>			
0406 Professional Fees - Other	0.00	4,000.00	-4,000.00	0.0%
<b>Total 0406 Professional Fees</b>	<u>1,824.20</u>	<u>4,000.00</u>	<u>-2,175.80</u>	<u>45.6%</u>
0409 Office & Hall Supplies				
Copier Supplies	349.94			
Paper Supplies	90.11			
Postage	346.45			
Printing	512.13			
0409 Office & Hall Supplies - Other	578.91	4,000.00	-3,421.09	14.5%
<b>Total 0409 Office &amp; Hall Supplies</b>	<u>1,877.54</u>	<u>4,000.00</u>	<u>-2,122.46</u>	<u>46.9%</u>
0410 R & M -Dam	276.34			
0411 R & M- Lake	0.00	500.00	-500.00	0.0%
0411.1 Fish Stocking	0.00	2,000.00	-2,000.00	0.0%
0412 R & M -Grounds	452.52	500.00	-47.48	90.5%
0414 R & M -Roads	239.86	5,000.00	-4,760.14	4.8%
0415.5 Conservation & Watershed	2,516.31	3,000.00	-483.69	83.9%
0416 R & M Equipment	476.62	2,000.00	-1,523.38	23.8%
0418 Gas & Oil	811.31	2,500.00	-1,688.69	32.5%
0430 Utilities				

08/01/03

**SUNSET LAKE ASSOCIATION**  
**Budget vs. Actual**  
 January through July 2003

	<u>Jan - Jul '03</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
Gas & Electric	2,968.30			
Telephone	573.03			
Water	64.20			
0430 Utilities - Other	0.00	6,000.00	-6,000.00	0.0%
<b>Total 0430 Utilities</b>	<u>3,605.53</u>	<u>6,000.00</u>	<u>-2,394.47</u>	<u>60.1%</u>
<b>0434 Insurance</b>				
Comm. Auto	1,100.00			
Comm. General Liability	750.00			
Comm. Inland Marine	390.00			
Comm. Property	518.00			
Comm. Umbrella Liability	807.00			
Crime Bond	100.00			
Home Assoc Wrongful Acts Liab	1,339.00			
Notary Bond	13.00			
Workers Compensation	1,638.00			
0434 Insurance - Other	0.00	6,500.00	-6,500.00	0.0%
<b>Total 0434 Insurance</b>	<u>6,655.00</u>	<u>6,500.00</u>	<u>155.00</u>	<u>102.4%</u>
0442 Property Tax	0.00	4,800.00	-4,800.00	0.0%
<b>0498 Miscellaneous Expense</b>				
0470 Recording Fees	18.00			
Donations	1,000.00			
0498 Miscellaneous Expense - Other	528.10	2,400.00	-1,871.90	22.0%
<b>Total 0498 Miscellaneous Expense</b>	<u>1,546.10</u>	<u>2,400.00</u>	<u>-853.90</u>	<u>64.4%</u>
<b>Capital Improvements</b>	27,744.67	19,500.00	8,244.67	142.3%
<b>Equipment Reserve</b>	0.00	2,000.00	-2,000.00	0.0%
<b>Payroll Expenses</b>				
0402 Superintendent	17,791.63	30,500.00	-12,708.37	58.3%
0404 Secretary Salary	10,500.00	18,000.00	-7,500.00	58.3%
<b>0440 Employment Tax Expense</b>				
0439 Illinois Unemployment Tax	0.00			
0441 FUTA	0.00			
0440 Employment Tax Expense - Other	2,302.31	4,200.00	-1,897.69	54.8%
<b>Total 0440 Employment Tax Expense</b>	<u>2,302.31</u>	<u>4,200.00</u>	<u>-1,897.69</u>	<u>54.8%</u>
<b>Total Payroll Expenses</b>	<u>30,593.94</u>	<u>52,700.00</u>	<u>-22,106.06</u>	<u>58.1%</u>
<b>Total Expense</b>	<u>78,619.94</u>	<u>117,400.00</u>	<u>-38,780.06</u>	<u>67.0%</u>
<b>Net Income</b>	<u>27,441.65</u>	<u>0.00</u>	<u>27,441.65</u>	<u>100.0%</u>

## CAPITAL IMPROVEMENTS

### New Equipment Shed

104 Store	\$15,380.00
Menard's - (2 Doors)	\$1,141.14
Twin C Trucking - (Sand used for fill)	\$1,086.75
Bob Sons Construction - (Ceiling)	\$1,238.08
Girard Ready Mix - (Floor & Apron)	\$5,320.00
Snell Enterprises - (Plumbing)	\$229.50
Twin C Trucking - (Rock for Driveway)	<u>\$787.50</u>
	\$25,182.97

### Sunset Drive

Labor, New Ties, & Removal of Old Ties	\$2,200.00
Twin C - (Rock)	<u>\$361.70</u>
	\$2,561.70

**TOTAL** \$27,744.67

As of 7-31-03

# SUNSET LAKE ASSOCIATION

## AGENDA

September 2, 2003 7:00PM

CALL TO ORDER

ROLL CALL

VISITORS

SUPERINTENDANT'S REPORT

OFFICE MANAGER'S REPORT

APPROVAL OF THE MINUTES OF AUGUST 5, 2003

APPROVAL OF BILLS PAID FOR AUGUST 2003

COMMITTEE REPORTS:

AQUATIC CONTROL & WATER SAFETY	- BOB SONS
BUILDING & CONSTRUCTION COMMITTEE	- GEORGE TOEPFER
DAM & GROUNDS COMMITTEE	- JOE DINORA
FINANCE COMMITTEE	- TOM ERICKSON
LEGAL & INSURANCE COMMITTEE	- ALLAN SHARP
ROADS COMMITTEE	- GEORGE MADIAR
SANITATION, SHORELINE & BOAT DOCKS COMMITTEE	- RICK WHITEHEAD
WATER QUALITY & CONSERVATION	- ERNIE NEUMANN

OLD BUSINESS - Bylaw and Rule Changes - Attorney's Fees  
Peaceful Enjoyment of Premises  
Transfer of Property

Lease Changes - Attorney's Fees  
Proposed 2004 Budget  
David & Karla Barnes' Building Permit

NEW BUSINESS - Fee for the use of the Hall  
Rule Change - 10% Penalty if Assessments are not paid by March 31 (Possibly Section 33)

TRANSFERS - #30 Bernice Hamison to Carl E. & Sandra J. Richey  
#43 Thomas & Bonnie Smith to James & Stephanie Walker  
#49C Gregory & Linda Carpenter to Todd Runkwitz  
#227 William & Lou Helton to Stephen Humprey & Marsha Harter

ADJOURNMENT -

# SUNSET LAKE ASSOCIATION

## Monthly Financial Report

August 31, 2003

Cash on Hand as of 7/31/03	\$ 102.00
Checking Account Balance as of 7/31/03	\$ 408.00
Money Market Account Balance as of 7/31/03	\$ 26,380.33
3-Month CD at 1.31% as of 7/31/03	\$ 35,000.00
	<u>\$ 61,890.33</u>

### Minus Bills Paid

All Electric	\$1,991.50
Macoupin County Collector	1,733.71
Rural Electric	327.07
Snell Enterprise (AC Service & Parts)	237.63
Passalacqua & Powell (Rock for Shed's Driveway)	551.16
Prose Drainage (Dirt for Shed)	210.00
Farm Plan (Blades, Oil Filter, Parts)	109.47
In the Swim	162.93
Verizon	43.14
Verizon Wireless	34.32
Power Net Global	12.40
Nilwood Water	9.55
Cherry's (Lunch for Road Crew)	40.00
R.D. McMillen (Bathroom Paper Towels)	63.75
Matt Munchalfen (Weed trimming & work at Lot #111)	42.00
Mitch Munchalfen (Weed trimming & work at Lot #111)	21.00
Macoupin County Recorder	18.00
Petty Cash (Socket for Wrench, PVC Tee & Adaptor, Stamps)	37.32
Employers Tax & Withholding	872.40
Kyla Tanner - Net Salary	1,273.24
William Hohimer - Net Salary	<u>2,091.22</u>
<b>Total Expenses</b>	<b>\$ 9,881.81</b>

### Plus Income

Lot #49	\$4,232.52
Transfer Fees	1,200.00
Assessments	300.00
Boat Permits	25.00
Earned by Maintenance Man	155.00
Building Permits	120.00
Fines	50.00
Interest	119.52
All Others	119.40
	<u>          </u>
<b>Total Income</b>	<b>\$6,321.44</b>

Cash on Hand as of 8/31/03	\$ 102.00
Checking Account Balance as of 8/31/03	\$ 408.00
Money Market Account Balance as of 8/31/03	\$ 32,705.15
3-Month CD at 1.31% as of 8/31/03	\$ 25,114.81
	<u>\$ 58,329.96</u>

08/28/03

**SUNSET LAKE ASSOCIATION**  
**Budget vs. Actual**  
 January through August 2003

	<u>Jan - Aug '03</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
<b>Income</b>				
0301 Annual Assessment	77,730.61	78,600.00	-869.39	98.9%
0301.2 Special Assmt Repair Dam	100.00			
0301.3 Special Assmt Shed	15,256.12	15,700.00	-443.88	97.2%
0301.7 Silt Assessment	120.00			
0305 Boat Permits	3,689.77	3,600.00	89.77	102.5%
0311 Building Permits	550.00	900.00	-350.00	61.1%
0313 Fines & Penalties	2,031.18	800.00	1,231.18	253.9%
0325 Farm Income	1,600.00	3,200.00	-1,600.00	50.0%
0335 Interest Income	1,401.94	1,400.00	1.94	100.1%
0391 Transfer Fees	5,600.00	6,400.00	-800.00	87.5%
0397 Cable Franchise Fee	1,096.59	1,700.00	-603.41	64.5%
0398 Earned by Maint. Man	1,020.00	1,200.00	-180.00	85.0%
0399 Miscellaneous Income				
Chlorine Tablets	538.00			
Copies	18.40			
Fax	30.00			
Sanitation Permit	10.00			
SLA Hats	75.00			
Sports/Chlorine Bottles	22.00			
0399 Miscellaneous Income - Other	1,493.42	3,900.00	-2,406.58	38.3%
<b>Total 0399 Miscellaneous Income</b>	<u>2,186.82</u>	<u>3,900.00</u>	<u>-1,713.18</u>	<u>56.1%</u>
<b>Total Income</b>	112,383.03	117,400.00	-5,016.97	95.7%
<b>Expense</b>				
0406 Professional Fees				
Accounting	640.00			
Legal Fees				
Mobile Home - Bloomer	1,184.20			
<b>Total Legal Fees</b>	1,184.20			
0406 Professional Fees - Other	0.00	4,000.00	-4,000.00	0.0%
<b>Total 0406 Professional Fees</b>	<u>1,824.20</u>	<u>4,000.00</u>	<u>-2,175.80</u>	<u>45.6%</u>
0409 Office & Hall Supplies				
Copier Supplies	349.94			
Paper Supplies	90.11			
Postage	349.45			
Printing	512.13			
0409 Office & Hall Supplies - Other	658.49	4,000.00	-3,341.51	16.5%
<b>Total 0409 Office &amp; Hall Supplies</b>	<u>1,960.12</u>	<u>4,000.00</u>	<u>-2,039.88</u>	<u>49.0%</u>
0410 R & M -Dam	276.34			
0411 R & M- Lake	0.00	500.00	-500.00	0.0%
0411.1 Fish Stocking	0.00	2,000.00	-2,000.00	0.0%
0412 R & M -Grounds	515.52	500.00	15.52	103.1%
0414 R & M -Roads	279.86	5,000.00	-4,720.14	5.6%
0415.5 Conservation & Watershed	2,516.31	3,000.00	-483.69	83.9%
0416 R & M Equipment	673.36	2,000.00	-1,326.64	33.7%
0418 Gas & Oil	811.31	2,500.00	-1,688.69	32.5%

08/28/03

**SUNSET LAKE ASSOCIATION**  
**Budget vs. Actual**  
 January through August 2003

	<u>Jan - Aug '03</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
<b>0430 Utilities</b>				
Gas & Electric	3,295.37			
Telephone	662.89			
Water	73.75			
0430 Utilities - Other	0.00	6,000.00	-6,000.00	0.0%
<b>Total 0430 Utilities</b>	<u>4,032.01</u>	<u>6,000.00</u>	<u>-1,967.99</u>	<u>67.2%</u>
<b>0434 Insurance</b>				
Comm. Auto	1,100.00			
Comm. General Liability	750.00			
Comm. Inland Marine	390.00			
Comm. Property	518.00			
Comm. Umbrella Liability	807.00			
Crime Bond	100.00			
Home Assoc Wrongful Acts Liab	1,339.00			
Notary Bond	13.00			
Workers Compensation	1,638.00			
0434 Insurance - Other	0.00	6,500.00	-6,500.00	0.0%
<b>Total 0434 Insurance</b>	<u>6,655.00</u>	<u>6,500.00</u>	<u>155.00</u>	<u>102.4%</u>
<b>0442 Property Tax</b>	1,733.71	4,800.00	-3,066.29	36.1%
<b>0498 Miscellaneous Expense</b>				
0470 Recording Fees	36.00			
Donations	1,000.00			
0498 Miscellaneous Expense - Other	691.03	2,400.00	-1,708.97	28.8%
<b>Total 0498 Miscellaneous Expense</b>	<u>1,727.03</u>	<u>2,400.00</u>	<u>-672.97</u>	<u>72.0%</u>
<b>Capital Improvements</b>	30,497.33	19,500.00	10,997.33	156.4%
<b>Equipment Reserve</b>	168.85	2,000.00	-1,831.15	8.4%
<b>Payroll Expenses</b>				
0402 Superintendant	20,333.29	30,500.00	-10,166.71	66.7%
0404 Secretary Salary	12,000.00	18,000.00	-6,000.00	66.7%
0440 Employment Tax Expense				
0439 Illinois Unemployment Tax	0.00			
0441 FUTA	0.00			
0440 Employment Tax Expense - Other	2,611.51	4,200.00	-1,588.49	62.2%
<b>Total 0440 Employment Tax Expense</b>	<u>2,611.51</u>	<u>4,200.00</u>	<u>-1,588.49</u>	<u>62.2%</u>
<b>Total Payroll Expenses</b>	<u>34,944.80</u>	<u>52,700.00</u>	<u>-17,755.20</u>	<u>66.3%</u>
<b>Total Expense</b>	<u>88,615.75</u>	<u>117,400.00</u>	<u>-28,784.25</u>	<u>75.5%</u>
<b>Net Income</b>	<u><b>23,767.28</b></u>	<u><b>0.00</b></u>	<u><b>23,767.28</b></u>	<u><b>100.0%</b></u>



**SUNSET LAKE ASSOCIATION  
MINUTES OF THE MONTHLY MEETING  
SEPTEMBER 2, 2003**

**CALL TO ORDER:** President Jim Dorr called the meeting to order at 7:02 p.m. Also present for the meeting were Joe Dinora, Tom Erickson, George Madiar, Ernie Neumann, Allan Sharp, Bob Sons, George Toepfer, Rick Whitehead, and Superintendent Bill Hohimer.

**VISITORS:** John and Carol Schwandner #62, Ed Burg #101,101A, Bill Harris #105,106, John Munchalfen #221, Bill Tavernor #276, David & Karla Barnes #282, and Ed Snell #286.

**SUPERINTENDENT'S REPORT:** Bill Hohimer stated he'd been cleaning up over at the old shed since it was hit and moving items to the new building. Bill also stated the roads and driveways have been oiled. Bill said 10 driveways were done and we spent \$4,624.34 on oil. Bill said we received a call from a member on Hickory Lane that wanted to know why her street wasn't oiled. Bill said he didn't feel it needed to be done at this time because it was done a few years ago. Jim Dorr asked Bill to check if we could get a truck over here to do it.

Bill said since the last meeting we had another complaint about Aaron & Linda Snodgrass' dog. Bill called the dog pound and he came out but by the time he got here the dog was in the house. The pound has no authority once the dog is in the house. Since that time the members have gotten a pen and the dog is in it.

**OFFICE MANAGER'S REPORT:** Kyla Tanner gave 3 orientations and sent letters to members who did not have chlorine in their tanks. Kyla is working on contents forms for insurance company and updated Web Page. Kyla also sent out interest invoices.

**APPROVAL OF MINUTES:** A motion to approve the minutes of the August 5, 2003 meeting was made by Tom Erickson and seconded by Rick Whitehead. Motion passed unanimously.

Jim Dorr asked Bill Tavernor if the questionnaire he planned to send out was complete. Jim said he'd like the Board to know what was going to be in it. Bill stated the questionnaire would ask the members who fished and who used the Lake for other recreational purposes. Bill said if the members do fish he wanted to know what days and hours they fish. Jim said if Bill could get this completed in time it could be sent out when the annual notice goes out.

**APPROVAL OF BILLS PAID FOR AUGUST 2003:** A motion was made by George Madiar and seconded by Allan Sharp to approve the bills paid for August. The Board voted unanimously to approve the bills paid.



## COMMITTEE REPORTS:

**AQUATIC CONTROL AND WATER SAFETY:** Bob Sons said he was going to go with Jeff Potenack's suggestion to rotate the fish every other year. Jeff suggested 750 walleye one year and the next year 3,500 channel catfish. Bob said this year we will get the channel catfish.

**BUILDING AND CONTRUCTION COMMITTEE:** George Toepfer stated he received a building permit for a boathouse Tom Smith, Lot #2 and also a permit from Ken & Janis Boyd, Lot #269,270 for a garage. George said he'd like someone to go with him to check on the garage for the Boyd's. Joe Dinora agreed to go. Ron and Pam Morrow, Lot #2A also submitted a building permit to move a shed from Lot #2 to their property.

**DAM & GROUNDS COMMITTEE:** Joe Dinora stated a letter was sent to Sam Drake, Lot #111 for upkeep of leasehold. Joe stated the Post Office wasn't sure how to get a hold of him either. Joe said a letter went to Bob Dunham, Lot #39, 40 regarding the porta potty on his property but it's still there.

**FINANCE COMMITTEE:** Tom Erickson noted according to the monthly financial report we started the month of August with \$61,890.33. We paid bills totaling \$9,881.81 and a few of those items were \$1,991.50 for the electricity for the shed, \$1,733.71 for the first installment of property taxes and additional amount for the rock and dirt for the shed's driveway. The total amount spent on the shed so far is \$27,935.63. Tom stated we still have the insulation totaling \$2,000. Jim Dorr stated the heater in the old shed to move and that will be an expense. Jim said it would roughly be \$30,000 for the new equipment shed.

Tom said we took in \$6,321.44 that includes \$4,232.52 from HUD on Lot #49. We will also receive an additional check for interest on that property.

Tom said we had \$35,000 in a 3-month CD which matured during the month and he felt we should move \$10,000 to our money market account. A new 3-month CD for \$25,000 was purchased. Tom stated we ended the month with \$58,329.96. The financial report was approved on motion by George Madiar, seconded by Allan Sharp and unanimously approved by the Board.

**LEGAL & INSURANCE COMMITTEE:** Allan Sharp said he contacted the insurance agent and raised our insurance coverage to \$50,000 on the new shed.

Allan made a motion to accept the changes made to **Section 38. Transfer of Property** of the Rules and Regulation proposed by Ray Reardon and his committee. Allan noted Mr. Bloomer, our lawyer, has approved this. Bob Sons seconded this motion and the Board approved unanimously.

Allan made a motion to return **Section 39. Suspension of Membership** to the Rules and Regulations which states, "The Board of Directors may suspend or forfeiture a membership after due notice for failure of a member to pay assessments, special assessments, maintenance fees and/or penalties. Non-payment will result in suspension of membership and all related privileges of the use of the Lake." Tom Erickson

seconded this motion and the Board approved unanimously. Jim Dorr stated all these changes have been given to the attorney for his approval.

Allan next made a motion to add to the Rules and Regulations **Section 31.A. Peaceful Enjoyment of Premises** which includes prolonged excessive noises. Jim Dorr stated the penalty would fall under Section 32. Fines. After much discussion, Bob Sons seconded the motion and was unanimously approved by the Board.

Allan stated we need to approve the changes to **Article VIII, Section 1. Attorney's Fees** of the Bylaws. Allan said he realizes this must be approved by the Membership but the Board should approve it first. Allan said we also should approve the changes to Paragraph 12 of the lease. Jim Dorr stated the Board could approve changes to the Lease. Jim said the following would be added to Article VIII, "Should the Sunset Lake Association undertake legal action to enforce any of the Bylaws, Rules, or Regulations against a member or resident of such member's household, the member shall pay all costs incurred by the Sunset Lake Association, including attorney's fees." Allan made a motion to add this to Article VIII and was seconded by Ernie Neumann. The Board unanimously approved. Jim stated this would be presented at the Annual Meeting for the membership to vote on.

Allan made a motion that the following be added to Paragraph 12 of the Lease, "Custodian shall pay all reasonable expenses, including attorney's fees, incurred by the Association in the enforcement of any provision of this lease". Ernie Neumann seconded this motion and the Board approved unanimously.

Allan stated the Sunset Lake Association verses George & Patty Robson's small claims court is scheduled for September 4<sup>th</sup>. The Robsons were served their papers on August 14<sup>th</sup>.

Allan said the trial date for Kimble is set for September 24<sup>th</sup> and we are still waiting to hear from Mr. Kimble's attorney.

**ROADS COMMITTEE:** George Madiar stated Bill covered everything in his report.

**SANITATION, SHORELINE & BOAT DOCKS COMMITTEE:** Rick Whitehead stated Lot #30 had new riprap put in and the lateral system was replaced with a sand filter.

**WATER QUALITY & CONSERVATION:** Ernie Neumann said he had nothing to report.

#### **OLD BUSINESS:**

Karla Barnes addressed the Board regarding the fence on their property. Karla asked the Board how the fence could infringe on other association members' rights. Jim Dorr said we did not say it would infringe other members' rights. Karla asked if the fence was an eyesore or does it block anyone's view of the lake. Jim Dorr answered no to both. Karla then asked the Board if they considered the fence a safety issue. She also said we have



small children that like to play basketball and the ball bounces in the road. Karla asked what was the speed limit was on Emmerson Airline and Union Chapel Road. Jim Dorr stated 55. Karla said look at the damage on the building from the car hitting it, could you image what it would do to a child going at that speed on Union Chapel Road. Karla stated if you come south bound on that road, there are cornfields and until you get past the 'S' curve there is no visibility there. Karla said if my child is in the middle of the road and a car is coming, they would not be able to stop in time to avoid hitting my child. Karla asked the Board members if the Association makes us take down the fence are you going to be responsible for my child being hit.

Jim Dorr stated no. Tom Erickson stated the fence does not fence in the yard; it doesn't protect your child. David Barnes said when they are playing ball it does. Karla asked why speed bumps were put on North Lake Drive and why are fences allowed around pools. Is it not a safety issue? George Madiar asked Dave and Karla Barnes if someone else's child walks on your property and falls in the Lake are you going to hold us responsible for that. Karla stated her child is not going to walk from her lot to someone else's lot unsupervised. George asked if they supervise the basketball court and they said yes. Karla asked if anyone complained about the fence and if so what the problem was. Jim Dorr stated yes there had been a complaint and it was the fact that a fence was put up. Karla stated the reason for the complaint was because it's a fence, not because it's a hazard or it's an obstruction.

Tom Erickson stated he had only lived out here 5 years but it was his understanding that over the years the Association felt that fences do nothing to enhance the property value. Karla said she was not trying to enhance the property value but was trying to protect her children. Tom stated the Association is constantly trying to improve things here at the Lake.

Karla said some of the Board members saw us constructing the fence and had the authority to stop the construction at that time. Karla said we have talked to an attorney, therefore if we take you to civil court you will have to pay us for the fence if we are told to take it down. Karla stated we have a signed note from our neighbor, Don Johnson who helped Dave build the fence. Karla said Don witnessed Jim Dorr drive by during the construction of our fence and will testify that nothing was done to exercise his authority at the time the fence was being built. Tom Erickson stated what about the fact you didn't get a building permit before you constructed the fence. David Barnes said he did not get a permit but he had permission from a board member. David stated he went to Bob Sons 5 months ago and asked what it takes for me to build a fence; Bob told him go ahead and put it up. David said according to his lawyer that was apparent authority so if the Association wants to sue us go ahead.

Jim Dorr asked if any other members would like to respond.

Ernie Neumann stated the reason this whole problem started was not the Board's fault; it was your fault. Ernie said you did not get the permit, it's in writing and it's the rules. Ernie stated he voted against the fence at last month's meeting because he had not seen the fence because you did not go thru the proper process. Ernie said it may be a safety factor and that's why he couldn't totally oppose the fence. Ernie stated he personally would not feel comfortable if in fact the ball runs in the road and one of your children get hit. Ernie also said he wouldn't feel very comfortable if one of your kids run in the

Lake and drowns but we're not going to fence in the whole lake either. Ernie said I'm not opposed to your particular fence; it does not affect anyone else's enjoyment of the Lake in my opinion but I am only one vote.

Bob Sons stated he did not have a problem with the fence; you can see the Lake from the road but can't see the fence from the water. Bob said the fence doesn't divide property. Bob stated he feels the fence is okay but feels they should be fined because they did not get Board approval before constructing it. Joe Dinora agreed.

Rick Whitehead said at the time the Board voted on the fence there was not a permit and this is what we were going by. Rick stated we had no idea about safety issues and I will change my vote because I do see it's a safety issue.

Ernie Neumann made a motion that David and Karla Barnes pay a \$50.00 fine for erecting the fence without a proper permit. Ernie stated after viewing the fence, I move to accept the fence subject to the Barnes paying the fine. Bob Sons seconded this motion. After further discussion a roll call vote was taken. The voting was as follows: Toepfer, I, Whitehead, I, Sons, I, Sharp, I, Neumann, I, Madiar, Leave it up, Dinora, I, Erickson, Tom stated he would vote in favor of the fence staying but wanted to explain his vote. Tom said if I really thought it was a safety issue I would have never been against it. Tom said he did not feel it was a safety issue because he wasn't sure how it would keep the ball from going down the driveway and into the road. He further cautioned the Barnes's to watch their children when they are out there playing basketball.

Jim Dorr stated let the record show, eight members voted in favor of the fence staying and David & Karla Barnes paying the minimum fine of \$50.00.

Jim Dorr asked if we were putting the flagpole at the corner of the building or out by the sign. After much discussion by the Board, it was agreed the flagpole is to be placed by the sign.

Jim Dorr stated when the 2004 Budget was being discussed a fee for the use of the hall was mentioned. Jim said we have never charged members any fee for the use of the hall. Bob Sons said originally volunteers built the building and one of the benefits was the hall being free for those who pay their dues. Bob said he did not see a problem with paying a small fee. Jim said we've got electricity, cleaning supplies, tables that are starting to get corners nicked and every once in awhile we rent a floor polisher. Jim said it wouldn't be long and we would need to repaint the room. Jim asked the Board members to think about this and we'd discuss this at the October meeting before the Annual meeting.

#### **NEW BUSINESS:**

Jim Dorr stated another rule change we talked about was the 10% Penalty if Assessments are not paid by March 31<sup>st</sup> which could possibly fall under Section 33. Allan Sharp moved to add this to the Rules and Regulations. Bob Sons seconded this motion and the Board approved unanimously.

Tom Erickson stated the Board needed to vote on the 2004 Budget. Tom said this is a balanced budget of \$100,300 Revenues and \$100,300 in Expenditures. The assessments are back to the \$250.00 and we do not have the special assessments this year. Tom mentioned roads were raised by \$2,000; this year we had \$5,000 and next year it will be \$7,000. Tom stated insurance we had \$6,500 in the budget this year and we're over that a little already. Some of our insurance policies are 3-year premiums and will be up in February or March and we know there will be an increase. We raised insurance to \$8,000. Tom noted a few items we lowered; property taxes down \$600, miscellaneous expense down \$400 and office/hall supplies down \$500. Tom stated the lake superintendent and office manager's salaries were increased by 5% for a cost of living.

Ernie Neumann asked if there was any money or if there needed to be any money in the budget for the Dam. A few years ago we had an engineer come in and he put reference marks to monitor if the wall of the dam was moving. Bill Hohimer noted he has not seen new cracks or movement of the wall but he was no engineer. Jim Dorr stated we can contact the engineer next year and that could fall under Professional Fees. The 2004 Budget was approved on motion by George Madiar, seconded by Bob Sons and unanimously approved by the Board.

**TRANSFERS:** The following transfers were approved upon motion by Bob Sons and seconded by Joe Dinora.

- #30 Bernice Harmison to Carl E. & Sandra J. Richey
- #43 Thomas & Bonnie Smith to James & Stephanie Walker
- #49C Gregory & Linda Carpenter to Todd Runkwitz
- #227 William & Lou Helton to Stephen Humprey & Marsha Harter

The Board agreed unanimously.

**ADJOURNMENT:** Tom Erickson moved to adjourn and Joe Dinora seconded. The Board agreed unanimously. The meeting adjourned at 8:40 p.m.

**SUNSET LAKE ASSOCIATION  
MINUTES OF THE SPECIAL MEETING  
SEPTEMBER 19, 2003**

**CALL TO ORDER:** President Jim Dorr called the meeting to order at 7:00 p.m. Also present for the meeting were Ernie Neumann, Bob Sons, George Toepfer, Allan Sharp, Joe Dinora, Tom Erickson, George Madiar, and Rick Whitehead.

**VISITORS:** Pat Wilkin #10

President Jim Dorr stated he called the meeting tonight because of several topics but particularly the Building Permit applied for by Pat Wilkin. Jim said Pat is requesting to add on to his home and build a garage. Pat Wilkin submitted a Building Permit on Sunday, September 14<sup>th</sup>. George Toepfer went over and approved it, then turned it into the office on Monday. Jim Dorr said the only problem with this is the garage was going to be 1,280 square feet. The rules state if a garage is over 900 square feet it must be approved by the Board. Jim said most of the Board Members have been over there and seen the site and know what Pat is proposing to build. Jim Dorr said he is within code as far as the 15 feet from the road and the 4 feet from the property line. Jim stated Pat Wilkin indicated the siding on the addition and garage would be the same as what's there now. After much discussion, a motion to approve the size of the garage was made by George Toepfer and seconded by Bob Sons. The Board voted in favor unanimously.

Jim Dorr stated the Building Committee would need to make inspections when the footings were dug and concrete was poured. Jim said one thing he'd like to mention to Pat was it states in the rules before cutting down a tree you must get permission. Pat Wilkin explained he was told before if you're building something and there is a tree in the way, cut it down. Jim Dorr stated there would not have been any problem granting this but next time you'll need to get permission first.

Jim Dorr stated another reason for calling the meeting a few members are selling their homes and have aeration systems. Jim said Peggy had arbitrarily set up an escrow fee of \$4,500 on aeration systems. Jim Dorr stated Kyla has been quizzed and asked about this. Jim stated this may be high since you can replace everything including baffles, motor and filter for \$1,200. Bob Sons stated he thought this dollar amount was set because if they had problems with their system the money was there to replace it with a sand filter. Allan Sharp said the system he had before was aeration and shut itself off but if nobody was there to turn it back on, it stayed off. Bob Sons said he felt if the lot was small and there was no room to put a sand filter then an aeration system would be justified.

Jim Dorr stated the rules say if the member is going to be gone for a length of period, they can leave water running thru it. Jim said he wasn't sure how many people would do this. Allan Sharp said when he got on the Board they were talking about the State not wanting aeration system around a lake like this. Jim Dorr stated his point in bring this up was Kyla needed to know how much to escrow. Jim said it's not in the Rules and Regulations so do we leave it at \$4,500 or move it to \$2,000. Tom Erickson stated the



Rules state the seller needs to escrow 110% of the cost to replace the system. Rick Whitehead stated he was approached by a member who said their system was only a year old and felt like they shouldn't have to escrow anything. Rick said they wanted him to approve a waiver because the current owners knew nothing would go wrong with the system.

Bob Sons said he wanted to leave it alone and if you start bending the rules for a few there would be problems. Bob said the sellers will get their money back and it would be less headaches for us if we stay out of it. Allan asked if a part-timer was buying the place do we escrow \$5,500 or \$4,500 because if it has to be replaced it has to be with a sand filter. Bob Sons said that's only if the system goes bad and we can't make them upgrade if the system is working properly. Jim Dorr said the seller shouldn't have to escrow \$5,500 if the buyer is part-time. Jim said it's not the seller's fault that the buyer would be part-time.

Rick Whitehead asked if we know the buyers are part-time do they have to replace an aeration system with sand? Jim Dorr stated only if the system is bad. The Board agreed not to change the escrow amounts.

Jim Dorr stated there are several changes that have been made to the Rules and Regulations that will be reprinted. Jim asked rather than sending out the 7 pages that have changed and reprinted would it be better if we reprint all the Rules and Regulations and send out in the Annual packet.

Tom Erickson asked if we would send the Bylaw change out in this mailing or wait until it was approved by the Membership. Jim Dorr stated we'd send it all out now under one mailing.

Jim Dorr stated another items he wanted to discuss was Section 25. All Terrain Vehicles (ATV's). All terrain vehicles are not permitted to be used on any Sunset Lake Association property. Jim said he would like it to read "All Terrain Vehicles (4-wheelers, go-carts, dirt bikes, etc.) are not permitted to be used on any Sunset Lake Association property.

After much discussion, Jim Dorr made a motion and seconded by Tom Erickson to make this addition to Section 25. Motion passed unanimously.

Jim Dorr stated he has not seen Bill Tavernor's questionnaire and stressed to Bill the Board needed to look at it before it was sent out. Bob Sons stated Bill was trying to make things simpler for skiers and fisherman. Bob said Bill would like to see fast times changed from Noon to 7:00 P.M. instead of Noon til 8:00 P.M. and have this everyday. Bob said there are a lot of people out on the lake going fast every day anyway. Bob said you can't get someone out there to watch this during the week to keep them from going fast. Bob said it may be those going to and from fishing or it may be members skiing.

**ADJOURNMENT:** Tom Erickson moved to adjourn and Joe Dinora seconded. The Board agreed unanimously. The meeting adjourned at 8:27 p.m.

# **Sunset Lake Association**

30505 East Lake Dr, Girard, IL 62640  
217-627-3339

## **MEMORANDUM**

TO: Board of Directors and Bill Hohimer, Superintendent

FROM: Kyla Tanner

SUBJECT: October Monthly Board Meeting

DATE: October 3, 2003

Please plan to attend the Directors' Meeting on Tuesday, October 7, 2003 at 7:00 P.M.  
The meeting will be held at the Community Center, Hanauer Hall, 30505 East Lake Drive.

Thank you!



# SUNSET LAKE ASSOCIATION

## AGENDA

October 7, 2003 7:00PM

CALL TO ORDER

ROLL CALL

VISITORS

SUPERINTENDANT'S REPORT

OFFICE MANAGER'S REPORT

APPROVAL OF THE MINUTES OF SEPTEMBER 2, 2003

APPROVAL OF MINUTES FOR THE SPECIAL MEETING OF SEPTEMBER 19, 2003

APPROVAL OF BILLS PAID FOR SEPTEMBER 2003

COMMITTEE REPORTS:

AQUATIC CONTROL & WATER SAFETY

- BOB SONS

BUILDING & CONSTRUCTION COMMITTEE

- GEORGE TOEPFER

DAM & GROUNDS COMMITTEE

- JOE DINORA

FINANCE COMMITTEE

- TOM ERICKSON

LEGAL & INSURANCE COMMITTEE

- ALLAN SHARP

ROADS COMMITTEE

- GEORGE MADIAR

SANITATION, SHORELINE & BOAT DOCKS COMMITTEE

- RICK WHITEHEAD

WATER QUALITY & CONSERVATION

- ERNIE NEUMANN

OLD BUSINESS - Fee for the use of the Hall  
Escrow Amount for Aeration Systems

NEW BUSINESS - Final plans for Annual Meeting

ADJOURNMENT -

**SUNSET LAKE ASSOCIATION  
MINUTES OF THE MONTHLY MEETING  
OCTOBER 7, 2003**

**CALL TO ORDER:** President Jim Dorr called the meeting to order at 7:05 p.m. Also present for the meeting were Joe Dinora, Tom Erickson, George Madiar, Ernie Neumann, Allan Sharp, Bob Sons, George Toepfer and Superintendent Bill Hohimer. Rick Whitehead was absent.

**VISITORS:** John Schwandner #62, Ed Burg #101,101A, Bill Harris #105,106, Darren Barnes #215A, John Munchalfen #221, Stephen Humphrey #227, Ed Snell #286 and Tom Reznicek.

Tom Reznicek stated he was asked to come to the meeting tonight by Allan Sharp regarding additional phone lines. Bill said we have a phone line over at the shed and normally he doesn't answer the phone. Bill stated if it's for him or someone wanting him, Kyla has to come out and track me down. Tom Reznicek said the newer cordless phone has a 2-way intercom with it and we could add one of them and not change any of your current phones. Bob Sons said we were just looking for an intercom or buzzer between both buildings. Tom Reznicek said there is a Radio Shack 2-way intercom you could use for that and agreed to get back with us with some figures.

Darren Barnes, #215A approached the Board regarding the amendment to Article 8, Section I of the Bylaws that read "Should the Sunset Lake Association undertake legal action to enforce any of the Bylaws, Rules or Regulations against a member or resident of such member's household, the member shall pay all costs incurred by the Sunset Lake Association, including attorney's fees. Darren said he felt it was a very broad statement and needed to be better defined before putting it into the Bylaws. Jim Dorr stated this was added to the bylaws to help keep our Attorney fees down. Jim said if we have to file a lien or take legal action against a member in violation to the Rules or Regulations they will have to pay the fees. After much discussion, Jim Dorr said the Board has discussed this in great detail and this was the language our Attorney thought we needed to put in the Bylaws.

**SUPERINTENDENT'S REPORT:** Bill Hohimer reported that during September he got another spreader of oil. Bill said Jim, Marv Wingo and himself tore down the old shed. Bill said he went to Big "R" and got replacement tools and equipment that were damaged from the accident. Bill also stated he'd worked with Bob Sons on the new sidewalks and put the flagpole up. Bill said he would put up the chairs for the Annual Meeting.

**OFFICE MANAGER'S REPORT:** Kyla Tanner gave 1 orientation and sent additional letters to members who did not have chlorine in their tanks. Kyla also sent certified letters to members who still owe 2003 Assessments (Sam Drake #111, William Jones #272, Daniel Lawson #96, A, William Secrist #212, and Peggy & Michell Smith #130). Kyla prepared and mailed Annual Packet and sent out Interest Invoices.



**APPROVAL OF MINUTES:** A motion to approve the minutes of the September 2, 2003 meeting was made by George Toepfer and seconded by Ernie Neumann. Motion passed unanimously.

A motion to approve the minutes of the Special Meeting held on September 19, 2003 was made by Tom Erickson and seconded by Joe Dinora. The motion passed unanimously.

**APPROVAL OF BILLS PAID FOR SEPTEMBER 2003:** Tom Erickson called attention to a few bills paid. He noted Louis Marsch was for the roads and Konneker-Brown was for the repairs to the lawn mower. Tom stated the insurance company paid for the repairs to the mower. Tom said we had some unusual bills that were paid this month. The \$2,000.00 to Stripmasters was for the insulation in the new shed and the Macoupin County Collector was the second installment of real estate taxes. The \$1,265.73 to Big "R" was for the replacements items and \$560.75 to Snell was for moving the heater. A motion was made by George Madiar and seconded by Bob Sons to approve the bills paid for September. The Board voted unanimously to approve the bills paid.

**COMMITTEE REPORTS:**

**AQUATIC CONTROL AND WATER SAFETY:** Bob Sons said he spoke with Opel's on the fish and they will be out in the next couple of weeks. We will be getting 3,500 channel catfish with the \$2,000 this year. Bob said the fish are .65 cents each so we are getting a little more than we should. Jeff Potenack suggested we rotate walleye and channel catfish every other year.

**BUILDING AND CONTRUCTION COMMITTEE:** George Toepfer stated since our special meeting, Pat Wilkin #10 has the footings poured and has started laying block. George said he received 2 permits for sheds that he will check on.

**DAM & GROUNDS COMMITTEE:** Joe Dinora said he has been checking riprap. He has started a list of members who we will need to send letters. Joe said he's also been picking up a lot of trash out of the lake (bottles, bait containers, beach balls).

**FINANCE COMMITTEE:** Tom Erickson noted according to the monthly financial report we started the month of September with \$58,329.96. We had unusually high income and expenditures this month. The income totaled \$17,861.72 including \$13,329.08 for the insurance recovery. We also received a total of \$2,400 for driveways. We received an additional \$1,200 for interest from HUD on Lot #49 for a total of \$5,521.44. We also spent \$19,709.06, which was unusual but that included the payment for roads and items for the shed. Tom stated we ended the month with \$56,482.62. Tom noted on the budget sheets we are in pretty good shape. Roads look like they're over but if we credit the driveway income that would help and insurance is over a little but that's due to the insurance on the new building. Tom said the Capital Improvements so far this year total \$33,058.08 (\$30,496 for the shed and the balance was spent on Sunset Drive where railroad ties were replaced). Tom noted Accounts Receivable is still \$6,975.53 outstanding, with the big item being Robson's who owe 2,506.12.

Jim Dorr stated we have received all that we could on Lot #49 leaving a balance of \$166.24. Ernie Neumann made the motion to drop the remaining balance due on Lot #49. Tom Erickson seconded the motion and the Board unanimously approved. The financial report was approved on motion by George Madiar, seconded by Allan Sharp and unanimously approved by the Board.

**LEGAL & INSURANCE COMMITTEE:** Allan Sharp stated the Robson's trail date is set for October 20, 2003 at 9:30 a.m. Allan said our attorney wants to meet with Bill, Kyla, Rick Whitehead and Jim Dorr prior to the trial. Allan said he drafted letters to William & Sharon Secrist, Dan Lawson, Peggy & Michell Smith, William Jones and Sam Drake regarding their delinquencies. Allan said in his letter he explained if this was not paid, it would be turned over to our attorney getting a judgment against them and possibly canceling their lease. Allan said Peggy & Michell Smith #130 has answered the letter saying they could pay \$50.00 a month but this was something the board should decide on. Jim Dorr stated he would like to see \$100.00 a month so this would be taken care of before next year's assessments came due. After much discussion, it was agreed to ask for \$75.00 and if \$50.00 was all we got it was more than we had before. Allan said Dan Lawson has his place up for sale and hopes to have this sold by the end of the year. Allan stated Dan could only pay \$50.00 a month at this time. The Board agreed to accept \$100.00 a month till next year's assessment came due and at that time it was to be paid in full or we'd file a claim. Allan said we have not had any response from William & Sharon Secrist and William Jones. Bob Sons stated he talked to William Jones and he'd be in to take care of it. Allan said we gave the members 30 days to get in touch with us before we take action. Allan stated Sam Drake has not responded and Bill informed him the electricity was shut off at Drake's place.

Allan stated we have come to an agreement regarding the mobile home and it will be removed by November 15<sup>th</sup> and hopefully sooner. Jim Dorr said we agreed to the garage and the septic tank both being acceptable but we did not agree to the foundation. Jim said once the mobile home was removed we could see what type of foundation was there. Jim Dorr stated we managed to get that negotiated instead of going to trial. The Legal & Insurance report was approved on motion by Tom Erickson, seconded by Ernie Neumann and unanimously approved by the Board.

**ROADS COMMITTEE:** George Madiar stated Bill oiled additional roads in September. The road in front of Elsworth & Margaret Goetges #184-187 was done this time since she called upset it wasn't done the first time around.

**SANITATION, SHORELINE & BOAT DOCKS COMMITTEE:** Rick Whitehead was absent and left no report. Jim Dorr stated letters were sent out to several members who did not have chlorine in their tanks but wasn't sure if fines were sent too.

**WATER QUALITY & CONSERVATION:** Ernie Neumann stated the fecal strip test came back and they're excellent. Samples were taken from 11 locations and there were no test on the lake where there was a statistically significant indication of human excretion.

## **OLD BUSINESS:**

Jim Dorr stated one thing we had talked about was charging a fee for the use of the hall even to our own members. Jim said this fee would be for upkeep of this portion of the building. We are going to have to paint before long and we have new tables but if you notice the corners of some of them are beginning to get bent down. We have regular cleanup maintenance and supplies (trash bags, paper towels, etc.) Jim stated the building was built by donated labor and that was part of the reason they didn't charge for the use of the hall. Jim said we thought by putting the donation box up occasionally members would leave donations but it's been up for a year and ½ but we haven't received any. Jim asked if this was something we wanted to consider or do we want to bring this up at the annual meeting. Allan Sharp said we have a list of the volunteers that helped build this building and I think those members should be exempt from this. Jim Dorr stated a few years ago we talked about putting drapers up to help with the vibration of the noise. This is something we may want to consider. Jim Dorr said he thought charging around \$25.00 and Bob Sons said he could see \$25.00 or even \$40.00. After much discussion, the Board decided to bring this up at the annual meeting and have the membership vote on it.

Jim Dorr stated the escrow amount for an Aeration System has been brought up. Jim said for a sand filter we escrow \$5,500 for 6 months unless it's only been in place for 2 years and then we escrow it for 3 months. It has been mentioned that aeration systems do not cost as much put in or repair. Jim stated we have escrowed \$4,500 in the past and some members think this is too high. After much discussion, a motion was made by Bob Sons to leave the escrow amount at \$4,500 and seconded by George Toepfer. The Board voted unanimously.

Bob Sons stated he has got some prices on insulation for the ceiling in the new building. Bob said for R-30 insulation (6 inches) blown in would cost \$730.00. Jim Dorr asked if we want to tackle the ceiling this year or do we want to wait. Ernie said we will lose our heat in the ceiling and that's where we will have moisture problems too with no insulation. Ernie Neumann made a motion to insulate the ceiling this year. Allan Sharp seconded this motion and the Board unanimously approved.

Bob Sons stated he had not forgotten about the playground equipment but he has been busy. Bob said one problem with this equipment was there were no steps because it originally had hook ladders. Bob said he would have to build some steps and thought material would roughly be \$400 to \$700. After much discussion, a motion was made by Jim Dorr to pay for the cost of the steps and seconded by Ernie Neumann. The Board voted unanimously.

**NEW BUSINESS:**

Jim Dorr stated he would be getting the PA system to use for the Annual meeting.

Allan Sharp said a few years ago the Board mentioned renting land to a phone company to put up a tower. Jim Dorr said he thought it would be a good idea to rent land to a phone company so we could get decent use of cell phones here at the Lake. Tom Reznicek stated if you put the tower up yourself his company and Royell would probably compete for that tower for high speed-internet. Tom said it would cost roughly \$1500 to \$2000 for the internet equipment and he knows where some towers are. After much discussion, it was agreed that Allan would pursue this further.

Jim Dorr stated Bob Sons has donated over \$1,100 worth of material, labor and time on the new shed and sidewalks. Jim said Bob asked for a letter of appreciation from the Association stating a dollar amount so he could use it as a tax right off. Jim said he felt we should pay something on this because Bob has put a lot of labor into this shed. A motion was made by Allan Sharp and seconded by George Toepfer to pay Bob Sons \$1,145.96 for material and labor. The Board unanimously approved this.

**ADJOURNMENT:** Upon motion by George Toepfer, seconded by Tom Erickson, the Board agreed again by consensus to adjourn. The meeting adjourned at 8:39 p.m.

# SUNSET LAKE ASSOCIATION

## Monthly Financial Report

September 30, 2003

Cash on Hand as of 8/31/03	\$ 10200
Checking Account Balance as of 8/31/03	\$ 408.00
Money Market Account Balance as of 8/31/03	\$ 32,705.15
3-Month CD at 1.31% as of 8/31/03	<u>\$ 25,114.81</u>
	\$ 58,329.96

### Minus Bills Paid

Louis Marsch, Inc.	\$6,775.29
Konneker-Brown, Inc. (Repairs to Mower)	2,507.41
Stripmasters, Inc.	2,000.00
Macoupin County Collector	1,733.71
Snell Enterprises (Moving Heater to new Shed)	560.75
Rural Electric	338.30
Wheeler & Ross (LP)	147.26
R.W. Troxell & Company	47.00
Verizon	39.89
Verizon Wireless	34.32
Power Net Global	13.99
Nilwood Water	8.55
Big "R" (Replacement items in shed)	1,265.73
Employers Tax & Withholding	872.40
Kyla Tanner - Net Salary	1,273.24
William Hohimer - Net Salary	<u>2,091.22</u>
<b>Total Expenses</b>	<b>\$ 19,709.06</b>

### Plus Income

Insurance	\$13,329.08
Driveways	2,405.17
#49	1,288.92
Boat Permits	28.50
Earned by Maintenance Man	265.00
Building Permits	145.00
Fines	150.00
Doors	100.00
Interest	32.85
All Others	117.20
	<hr/>
<b>Total Income</b>	<b>\$ 17,861.72</b>

Cash on Hand as of 9/30/03	\$ 10200
Checking Account Balance as of 9/30/03	\$ 408.00
Money Market Account Balance as of 9/30/03	\$ 30,857.81
3-Month CD at 1.31% as of 9/30/03	<u>\$ 25,114.81</u>
	\$ 56,482.62

10/03/03

SUNSET LAKE ASSOCIATION

Balance Sheet

As of September 30, 2003

	<u>Sep 30, '03</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
0100 Cash on Hand	102.00
0120 Checking Acct.	55,608.00 *
0125 First National Bank- ...	30,857.81
0131 FNB-CD	<u>25,114.81</u>
Total Checking/Savings	<u>111,682.62</u>
Total Current Assets	<u>111,682.62</u>
<b>TOTAL ASSETS</b>	<b><u>111,682.62</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
0200 Escrow	<u>55,200.00</u>
Total Other Current Liabilit...	<u>55,200.00</u>
Total Current Liabilities	<u>55,200.00</u>
Total Liabilities	<u>55,200.00</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>55,200.00</u></b>

\* INCLUDES ESCROW FUNDS OF \$55,200.00



10/03/03

**SUNSET LAKE ASSOCIATION**  
**Budget vs. Actual**  
 January through September 2003

	Jan - Sep '03	Budget	\$ Over Bud...	% of Budget
<b>Income</b>				
0301 Annual Assessment	77,813.94	78,600.00	-786.06	99.0%
0301.2 Special Assmt Repair Dam	100.00			
0301.3 Special Assmt Shed	15,272.79	15,700.00	-427.21	97.3%
0301.7 Silt Assessment	120.00			
0305 Boat Permits	3,718.27	3,600.00	118.27	103.3%
0311 Building Permits	695.00	900.00	-205.00	77.2%
0313 Fines & Penalties	2,181.18	800.00	1,381.18	272.6%
0325 Farm Income	1,600.00	3,200.00	-1,600.00	50.0%
0335 Interest Income	2,623.71	1,400.00	1,223.71	187.4%
0391 Transfer Fees	5,600.00	6,400.00	-800.00	87.5%
0397 Cable Franchise Fee	1,096.59	1,700.00	-603.41	64.5%
0398 Earned by Maint. Man	1,285.00	1,200.00	85.00	107.1%
0399 Miscellaneous Income				
Chlorine Tablets	594.00			
Copies	19.60			
Driveway Income	2,405.17			
Fax	30.00			
Insurance for Old Shed	13,429.08			
Sanitation Permit	20.00			
SLA Hats	75.00			
Sports/Chlorine Bottles	26.00			
0399 Miscellaneous Income - Other	1,539.42	3,900.00	-2,360.58	39.5%
<b>Total 0399 Miscellaneous Income</b>	<b>18,138.27</b>	<b>3,900.00</b>	<b>14,238.27</b>	<b>465.1%</b>
<b>Total Income</b>	<b>130,244.75</b>	<b>117,400.00</b>	<b>12,844.75</b>	<b>110.9%</b>
<b>Expense</b>				
0406 Professional Fees				
Accounting	640.00			
Legal Fees				
Mobile Home - Bloomer	1,109.20			
Rule & Reg. Changes - Bloomer	75.00			
<b>Total Legal Fees</b>	<b>1,184.20</b>			
0406 Professional Fees - Other	0.00	4,000.00	-4,000.00	0.0%
<b>Total 0406 Professional Fees</b>	<b>1,824.20</b>	<b>4,000.00</b>	<b>-2,175.80</b>	<b>45.6%</b>
0409 Office & Hall Supplies				
Copier Supplies	349.94			
Paper Supplies	90.11			
Postage	349.45			
Printing	512.13			
0409 Office & Hall Supplies - Other	658.49	4,000.00	-3,341.51	16.5%
<b>Total 0409 Office &amp; Hall Supplies</b>	<b>1,960.12</b>	<b>4,000.00</b>	<b>-2,039.88</b>	<b>49.0%</b>
0410 R & M -Dam	276.34			
0411 R & M- Lake	0.00	500.00	-500.00	0.0%
0411.1 Fish Stocking	0.00	2,000.00	-2,000.00	0.0%
0412 R & M -Grounds	515.52	500.00	15.52	103.1%
0414 R & M -Roads	7,055.15	5,000.00	2,055.15	141.1%

10/03/03

**SUNSET LAKE ASSOCIATION**  
**Budget vs. Actual**  
 January through September 2003

	Jan - Sep '03	Budget	\$ Over Bud...	% of Budget
0415.5 Conservation & Watershed	2,516.31	3,000.00	-483.69	83.9%
0416 R & M Equipment	673.36	2,000.00	-1,326.64	33.7%
0418 Gas & Oil	811.31	2,500.00	-1,688.69	32.5%
0430 Utilities				
Gas & Electric	3,780.93			
Telephone	751.09			
Water	82.30			
0430 Utilities - Other	0.00	6,000.00	-6,000.00	0.0%
<b>Total 0430 Utilities</b>	<u>4,614.32</u>	<u>6,000.00</u>	<u>-1,385.68</u>	<u>76.9%</u>
0434 Insurance				
Comm. Auto	1,100.00			
Comm. General Liability	750.00			
Comm. Inland Marine	390.00			
Comm. Property	518.00			
Comm. Umbrella Liability	854.00			
Crime Bond	100.00			
Home Assoc Wrongful Acts Liab	1,339.00			
Notary Bond	13.00			
Workers Compensation	1,638.00			
0434 Insurance - Other	0.00	6,500.00	-6,500.00	0.0%
<b>Total 0434 Insurance</b>	<u>6,702.00</u>	<u>6,500.00</u>	<u>202.00</u>	<u>103.1%</u>
0442 Property Tax	3,467.42	4,800.00	-1,332.58	72.2%
0498 Miscellaneous Expense				
0470 Recording Fees	36.00			
Donations	1,000.00			
Replacement of Damaged Items	3,773.14			
0498 Miscellaneous Expense - Other	691.03	2,400.00	-1,708.97	28.8%
<b>Total 0498 Miscellaneous Expense</b>	<u>5,500.17</u>	<u>2,400.00</u>	<u>3,100.17</u>	<u>229.2%</u>
Capital Improvements	33,058.08	19,500.00	13,558.08	169.5%
Equipment Reserve	168.85	2,000.00	-1,831.15	8.4%
Payroll Expenses				
0402 Superintendant	22,874.95	30,500.00	-7,625.05	75.0%
0404 Secretary Salary	13,500.00	18,000.00	-4,500.00	75.0%
0440 Employment Tax Expense				
0439 Illinois Unemployment Tax	0.00			
0441 FUTA	0.00			
0440 Employment Tax Expense - Other	2,920.71	4,200.00	-1,279.29	69.5%
<b>Total 0440 Employment Tax Expense</b>	<u>2,920.71</u>	<u>4,200.00</u>	<u>-1,279.29</u>	<u>69.5%</u>
<b>Total Payroll Expenses</b>	<u>39,295.66</u>	<u>52,700.00</u>	<u>-13,404.34</u>	<u>74.6%</u>
<b>Total Expense</b>	<u>106,438.81</u>	<u>117,400.00</u>	<u>-8,961.19</u>	<u>92.4%</u>
<b>Net Income</b>	<u><b>21,805.94</b></u>	<u><b>0.00</b></u>	<u><b>21,805.94</b></u>	<u><b>100.0%</b></u>

10/03/03

SUNSET LAKE ASSOCIATION  
Accounts Receivable Balance  
As of September 30, 2003

	<u>Sep 30, '03</u>
#49	166.24
Burch, Charles & Roxine - #117	485.00 (Driveway)
Drake, Sam J. - #111	812.98
Earley, John & Jeanette-#8	25.00
Jones, William D. - #272	532.59
Lawson, Daniel - #96,A	990.12
March, Jared S. - #49A	77.03
Morrow, Ronald O. & Pamela S. -#2	20.00
Robson, George R. & Patty - #154,A	2,506.12
Schmid, Charles F. & Janet - #228	22.00
Secrist, William & Sharon - #212	837.13
Shackleford, Henry & Janet -151,A,B	10.00
Smith, Peggy & Michell - #130	331.32
Wilkin, Patrick J. & Debra K. - #10	160.00 (Driveway)
<b>TOTAL</b>	<u><u>6,975.53</u></u>

# Sunset Lake Association

30505 East Lake Dr, Girard, IL 62640  
217-627-3339

## MEMORANDUM

TO: Board of Directors and Bill Hohimer, Superintendent

FROM: Kyla Tanner

SUBJECT: November Monthly Board Meeting

DATE: October 31, 2003

Please plan to attend the Directors' Meeting on Tuesday, November 4, 2003 at 7:00 P.M.  
The meeting will be held at the Community Center, Hanauer Hall, 30505 East Lake Drive.

Thank you!

# SUNSET LAKE ASSOCIATION

## AGENDA

November 4, 2003 7:00PM

CALL TO ORDER

ROLL CALL

VISITORS

SUPERINTENDANT'S REPORT

OFFICE MANAGER'S REPORT

APPROVAL OF THE MINUTES OF OCTOBER 7, 2003

APPROVAL OF BILLS PAID FOR OCTOBER 2003

### COMMITTEE REPORTS:

AQUATIC CONTROL & WATER SAFETY

- JOE DINORA

BUILDING & CONSTRUCTION COMMITTEE

- GEORGE TOEPFER

DAM & GROUNDS COMMITTEE

- JOHN SCHWANDNER

FINANCE COMMITTEE

- TOM ERICKSON

LEGAL & INSURANCE COMMITTEE

- ALLAN SHARP

ROADS COMMITTEE

- BOB SONS

SANITATION, SHORELINE & BOAT DOCKS COMMITTEE

- RICK WHITEHEAD

WATER QUALITY & CONSERVATION

- ERNIE NEUMANN

OLD BUSINESS -

NEW BUSINESS - Color of 2004 Boat Stickers  
\$185.26 for Rescue Squad

TRANSFERS - #13 Ken & Eden Stroops to Phillip L. & Debora J. Austiff  
#254,254A John E. & Helen J. Michelich to John Vogt, Jr. & Joan Bilyeu  
#281 Donald & Barbara Johnson to Norman & Carol J. Brand

ADJOURNMENT -

**SUNSET LAKE ASSOCIATION  
MINUTES OF THE MONTHLY MEETING  
NOVEMBER 4, 2003**

**CALL TO ORDER:** President Jim Dorr called the meeting to order at 7:00 p.m. Also present for the meeting were Joe Dinora, Tom Erickson, Ernie Neumann, Allan Sharp, Bob Sons, George Toepfer, Rick Whitehead, John Schwandner, Superintendent Bill Hohimer and Office Manager Kyla Tanner.

**VISITORS:** George Madiar #66, John Munchalfen #221, and Ed Snell #286

**SUPERINTENDENT'S REPORT:** Bill Hohimer stated he's been working on leaves. Bill said he and Joe exercised the gates at the Dam on October 22<sup>nd</sup>. Bill also put the curtain up in the shop and the building is now complete. Jim Dorr asked if he was doing leaves for a few members. Bill said he's done Lots #27 and #49, Kimble #82, Goble #83, Drake #111, and Gray #209. Bill said he changed the belt on the mower; it broke after 600 hours.

Bill stated there were two items that he wanted to bring up. The front wheel system on the tractor isn't working and he was told it's most likely electrical so it needs to go to the shop. Bill said the other item was before winter is over we will probably need tires on the truck. Jim Dorr stated if you need tires then get them.

**OFFICE MANAGER'S REPORT:** Kyla Tanner stated she conducted 3 orientations during October. Kyla said she sent out letters to several insurance agencies asking for bids for our various policies which expire early next year and also sent letters to different tower companies. She also sent out final letters to members who failed the recent chlorine inspections and interest invoices.

Jim Dorr stated at the Annual Meeting we received a complaint about the water department and a leak on the North side. Bill and Jim went over there the next day and couldn't find a leak and nobody was home. Jim said he went back 2 or 3 days later and still nobody was home and no leak. Kyla called Nilwood water and they said they'd take a look at it. Kyla spoke with Judy Broadway last week and nobody had contacted her yet. Bill stated Jim Klaus (Nilwood water) had been over at the shop and said he checked on this but couldn't find anything. Bill said others in that area have complained about the wet spot but we didn't see anything.

Jim said we also had a complaint about Falcon Cable Company and Kyla contacted them but there's been no response.

**APPROVAL OF MINUTES:** A motion to approve the minutes of the October 7, 2003 meeting was made by Tom Erickson and seconded by Bob Sons. Motion passed unanimously.

**APPROVAL OF BILLS PAID FOR OCTOBER 2003:** Tom Erickson called attention to a few bills paid. Tom stated we paid out \$13,002.38 in bills, \$2,000 for the fish and \$198.00 to Madison County Environment for the water quality test. We also paid \$731.40 to Mr. Bloomer, our attorney and all but \$75.00 we've paid him was for the mobile home. The \$75.00 was for the review of the Bylaw and Rule changes. Tom said we have not received a bill for the Robson's situation. John Schwandner asked if we'd get our money back for the Kimble case. Tom said no because that new Bylaw was not in place at the time. Allan Sharp stated that was one reason why we made that change. Tom said the \$613.91 to M&M Service Company was for gas & diesel fuel, and this is usually done twice a year. A motion was made by John Schwandner and seconded by Rick Whitehead to approve the bills paid for October. The Board voted unanimously to approve the bills paid.

**COMMITTEE REPORTS:**

**AQUATIC CONTROL AND WATER SAFETY:** Joe Dinora said on October 22<sup>nd</sup> he and Bill moved and operated all the valves at the tower except the one that doesn't work. Joe stated they inspected the Dam and the riprap on the waterside; it needs a little. Joe said the "no wake" sign is gone. Joe stated we walked the spillway and there are some old cracks. Joe mentioned there was a little movement in a few walls and we will need to get the engineer here in the spring. Down on the apron there's an old crack and little erosion. Joe said the spillway is in good shape considering it's age and noted Bill sprayed twice this year. West wall looks like there was a little movement. Bill said where they put that epoxy you can't tell if it moved or it's stretching. Joe stated they also checked the riprap at the boat launch and it looks good.

Joe stated he's talked to several members to see what type of fish they'd like. Joe said he'd get a hold of Jeff Potenack again in spring and have the Lake shocked. Joe said it looks like we need to get more walleye next year, maybe some red ear and catfish again in 2005.

John Schwandner said Bill Tavernor mentioned it might be a good idea when someone is pulling tubers or skiers that they put a flag on their boat. Joe stated some lakes have that as a requirement now and it would be a good idea.

**BUILDING AND CONTRUCTION COMMITTEE:** George Toepfer said he has not seen any permits but has heard a lot of hammering going on here at the Lake. Bob Sons stated there has been a lot of roofing. Jim Dorr asked if anyone knows of someone needing a permit but there was no response.

**DAM & GROUNDS COMMITTEE:** John Schwandner said the trailer is gone. John said he's talked to Bill about a draining problem on Sunset Drive. John stated Bill has an idea to help take care of it; there is a 6-inch tile going across the street now. Bill said it should be bigger because trash gets in there and can't get out. John stated he and Bill talked about putting a drop box in so it can be cleaned out on either side of the road and that may take care of it. Bill said this is how it was originally suppose to be done.

John said the other thing he wanted to mention was he suggested to Spence, #176,177A instead of dumping limbs on the waterside he should be dumping them in the burn pile.

**FINANCE COMMITTEE:** Tom Erickson noted according to the monthly financial report we started the month of October with \$56,482.62 and the bills paid totaled \$13,002.38. The total we took in was \$4,541.67 leaving a balance of \$48,021.91. Tom stated we received an additional \$500.00 for insurance on the shed and a total of \$1,137.13 on accounts receivable, Lots #212 & #272. We also received our final payment of \$1,600 on the farm ground. Tom noted on the budget sheets we are a little over on Grounds where we had a budget of \$500.00 and its \$843.93 because we put the flagpole in there. The roads were over but we are going to adjust that by eliminating driveway from income and credit it towards the road expenditure. Tom stated driveways are in the roads so this would be a proper adjustment. Insurance replacement and repairs are on the budget and that is the monies spent to fix up the mower and replace some of the tools. Tom said the Capital Improvements total \$31,846.17 on the Equipment shed and \$2,561.70 on Sunset Drive for a total of \$34,407.87. Tom stated the only thing left is the ceiling insulation that totaled \$730.00. At last month's meeting we agreed to write off Lot #49 totaling \$166.24 but Kyla says there is a chance we will still collect some of that. Tom also noted Roxine Burch said she would be making payments for the driveway total she owes and we are still trying to locate Sam Drake.

Jim Dorr stated since the legal covers part of the financial report, we will approve both at the same time.

**LEGAL & INSURANCE COMMITTEE:** Allan Sharp stated the Robson's new trial date is set for December 8, 2003 at 1:30 p.m. Allan said he contacted Bill Jones regarding the \$540.50 he owed the Association. Mr. Jones has since then paid \$300.00 and said he'd pay the rest by the end of the year. Allan noted Bill & Sharon Secrist paid their balance in full. Allan stated he sent letters, much like what the lawyer suggested, to members who had not paid their assessments giving them 30 days. Dan Lawson is selling his property and the people buying this had an orientation with Kyla. Allan said Sam Drake is no longer picking his mail up at the post office. Allan spoke with the lawyer about this and he suggested that we hire a detective to get his location and then we can go after him. Allan stated he spoke to Jim regarding this and they decided to contact Bill Tavernor and see whom he would suggest as a detective. Bill said he'd first contact his son who works for the police department to see if he could find something out but had no luck. Allan said he contacted Mr. Pinnel who is an investigator and they do what is called a skip trace. For a common skip trace its \$25.00 and for a more involved trace, if they don't come up with it the first time, it would be \$35.00. Allan said if we had to hire Mr. Pinnel on an hourly basis it would be \$60.00 an hour plus expenses. Allan asked if the Board wanted to consider a skip trace or do we wait for Mr. Drake to show up. John Schwandner said if it only cost \$35.00 we should do it. Tom Erickson said we now could recover the money we spend. Jim Dorr said lets do it.

Allan noted Peggy & Michell Smith had agreed to pay \$50.00 a month starting in October. Allan said that did not happen so he tried calling but the phone had been disconnected. Allan went to Peggy's house today and spoke with her. Allan noted she has agreed to pay \$50.00 on November 10<sup>th</sup> and when her disability check comes at the end of the month she will send us another \$50.00. Allan said she has agreed to then pay \$50.00 a month.



At the Annual Meeting we mentioned getting a tower put up here. Jeanette Clark talked to us about having some information on tower companies. Jeanette sent us information on 3 companies and we also got companies from the internet and phone books. Allan said we sent letters to those places trying to get contacts. Mr. Snell contacted us and said he'd put up his own tower. Allan told him we needed something in writing so Mr. Snell has agreed to get us a proposal by end of the year.

Allan stated Kyla has contacted 9 insurance companies for bids on our insurance. We have had 5 answers; 2 not interested, 2 wanting to wait until first of the year and 1 is working on a proposal. This has nothing to do with Troxell; we are just trying to get comparisons.

Allan stated Tom Reznicek was supposed to come tonight and he was working on three proposals, 2 were finished. Allan said after talking to Bill and Kyla they say they only need the expandable wire-less intercom system from Radio Shack. After much discussion, a motion was made by Joe Dinora and seconded by Bob Sons to purchase the \$69.99 intercom system. The Board voted unanimously. Allan said the tower Tom had mentioned at last month's meeting is no longer available.

Jim Dorr stated it was mentioned earlier about the trailer being gone. Jim said he got some pictures of it. Jim asked if the lot was in bad shape with the block everywhere? Bill stated the block was all stacked. Jim stated the Building and Construction committee should go over there and do some digging to see how deep the footings are because I know the next question will be is the foundation all right. Bob Sons he checked the footings before and they're fine as long as, if they use block, they back fill dirt to the top of the 2<sup>nd</sup> block. Jim Dorr said the attorney asked before about the foundation. We approved the septic and garage but we didn't know about the foundation until the trailer was out.

The Financial and Legal & Insurance reports were approved on motion by Ernie Neumann, seconded by Bob Sons and unanimously approved by the Board.

**ROADS COMMITTEE:** Jim Dorr stated he put Bob on roads in hopes he'll be around to help Bill plow snow. Bob Sons said he would help but at this time had nothing to report.

**SANITATION, SHORELINE & BOAT DOCKS COMMITTEE:** Rick Whitehead said the last of the chlorine letters were sent out. Rick stated he'd talk to Kyla and several members had been in to get chlorine tablets but he still has about 6 to recheck. Jim Dorr said if you recheck them and they don't have chlorine, send them a fine. Rick said we've issued 2 fines so far and 1 has paid. Jim Dorr said there were 2 or 3 places that may need riprap next year.

**WATER QUALITY & CONSERVATION:** Ernie Neumann stated nothing to report.

**OLD BUSINESS:**

Bob Sons said Lot #163 was brought to his attention and should get a letter sent for leaves. Bob said now is when we need to get letters out and give them a week to get it done. Bob stated if they don't get them done send Bill in and charge them. Bill said he's got people putting leaves in ditches and leaving them. Jim Dorr said if there are any letters that need to be sent out let Kyla know and if Bill needs to do the leaves it will be for a price.

Bill stated after this year maybe we should raise our rates \$5.00. We have found that we are cheaper than the others doing work out here. Jim Dorr said we would take that into consideration.

**NEW BUSINESS:**

Jim Dorr stated we collected \$185.26 for the Rescue Squad. Rick Whitehead agreed to deliver it.

Jim Dorr asked what we wanted to do about the color and size of the boat stickers for next year. Joe Dinora said he hoped they'd be bigger because it was hard to see the Lot #. Rick Whitehead suggested a different color for the Lot # so they stand out. After much discussion, it was agreed Kyla would check to see what colors we could get.

**TRANSFERS:** The following transfers were approved upon motion by Bob Sons and seconded by John Schwandner.

#13 Ken & Eden Stropsto Phillip L. & Debra J. Austiff  
#254,254A John E. & Helen J. Michelichto John Vogt, Jr. & Joan Bilyeu  
#281 Donald & Barbara Johnson to Norman & Carol J. Brand

The Board agreed unanimously.

**ADJOURNMENT:** Upon motion by John Schwandner, seconded by George Toepfer, the Board agreed again by consensus to adjourn. The meeting adjourned at 8:00 p.m.

# SUNSET LAKE ASSOCIATION

## Monthly Financial Report

October 31, 2003

Cash on Hand as of 9/30/03	\$ 10200
Checking Account Balance as of 9/30/03	\$ 40800
Money Market Account Balance as of 9/30/03	\$ 30,857.81
3-Month CD at 1.31% as of 9/30/03	\$ <u>25,114.81</u>
	\$ 56,482.62

### Minus Bills Paid

Opel's Fish Hatchery	\$ 2,000.00
Bob Sons Construction (Material/Labor for Shed & Sidewalks)	1,145.96
Snell Enterprises (Water Line to Shed)	203.83
Flowers Sanitation (Dumpsters for old Shed)	570.00
Farm Plan (Repair to Lawn mower & Trimmer from accident)	626.68
Konneker-Brown (Chainsaw & Repair to Lawn mower's motor)	793.07
ALL Electric (Light for flagpole)	195.00
Girard Ready Mix (Sidewalks)	133.38
Denby, Meno, Bloomer, Denby	731.40
Madison County Environment	198.00
Rural Electric	323.83
M&M Service Co. (Fuel)	613.91
Verizon (Included moving phone line to Shed)	154.53
Verizon Wireless	34.28
Power Net Global	8.73
Nilwood Water	8.55
Postmaster (Stamps for Annual Meeting)	333.00
Carol Schwandner (Cookies for Annual Meeting)	36.24
Langham Auction Service (PA System for Annual Meeting)	50.00
Tom Day Business (Toner for Copier)	89.51
Quill Corporation (2004 Monthly Planners)	21.18
Reliable Office Supplies (Ink for Printer)	69.61
Petty Cash (Tools/Hooks, Certified Letters, \$.03 Stamps)	69.02
The Cubby Hole (Plaque)	13.81
IL Dept. of Revenue	342.00
Employers Tax & Withholding	872.40
Kyla Tanner - Net Salary	1,273.24
William Hohimer - Net Salary	<u>2,091.22</u>
<b>Total Expenses</b>	<b>\$ 13,002.38</b>

### Plus Income

Farm Rent	\$ 1,600.00
Accounts Receivable (Lots #212 & #272)	1,137.13
Transfer Fees	800.00
Insurance	500.00
Driveways	160.00
Building Permits	50.00
Fines	25.00
Interest	72.74
All Others	196.80

Total Income \$ 4,541.67

Cash on Hand as of 10/31/03	\$ 10200
Checking Account Balance as of 10/31/03	\$ 40800
Money Market Account Balance as of 10/31/03	\$ 22,353.47
3-Month CD at 1.31% as of 10/31/03	\$ <u>25,158.44</u>
	\$ 48,021.91

**SUNSET LAKE ASSOCIATION**

**Balance Sheet**

As of October 31, 2003

	<u>Oct 31, '03</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
0100 Cash on Hand	102.00
0120 Checking Acct.	54,908.00 *
0125 First National Bank- ...	22,353.47
0131 FNB-CD	<u>25,158.44</u>
<b>Total Checking/Savings</b>	<u>102,521.91</u>
<b>Total Current Assets</b>	<u>102,521.91</u>
<b>TOTAL ASSETS</b>	<b><u>102,521.91</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
0200 Escrow	<u>54,500.00</u>
<b>Total Other Current Liabilit...</b>	<u>54,500.00</u>
<b>Total Current Liabilities</b>	<u>54,500.00</u>
<b>Total Liabilities</b>	<u>54,500.00</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>54,500.00</u></b>

\* INCLUDES ESCROW FUNDS OF \$54,500.00.

10/31/03

**SUNSET LAKE ASSOCIATION**  
**Budget vs. Actual**  
 January through October 2003

	<u>Jan - Oct '03</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
<b>Income</b>				
0301 Annual Assessment	78,526.22	78,600.00	-73.78	99.9%
0301.2 Special Assmt Repair Dam	173.44			
0301.3 Special Assmt Shed	15,341.81	15,700.00	-358.19	97.7%
0301.7 Silt Assessment	120.00			
0305 Boat Permits	3,718.27	3,600.00	118.27	103.3%
0311 Building Permits	745.00	900.00	-155.00	82.8%
0313 Fines & Penalties	2,326.18	800.00	1,526.18	290.8%
0325 Farm Income	3,200.00	3,200.00	0.00	100.0%
0335 Interest Income	2,858.84	1,400.00	1,458.84	204.2%
0391 Transfer Fees	6,400.00	6,400.00	0.00	100.0%
0397 Cable Franchise Fee	1,096.59	1,700.00	-603.41	64.5%
0398 Earned by Maint. Man	1,285.00	1,200.00	85.00	107.1%
0399 Miscellaneous Income				
Chlorine Tablets	714.00			
Copies	21.40			
Fax	32.00			
Sanitation Permit	20.00			
SLA Hats	95.00			
Sports/Chlorine Bottles	32.00			
0399 Miscellaneous Income - Other	1,586.42	3,900.00	-2,313.58	40.7%
<b>Total 0399 Miscellaneous Income</b>	<b>2,500.82</b>	<b>3,900.00</b>	<b>-1,399.18</b>	<b>64.1%</b>
0400 Driveway Income	2,565.17			
0401 Insurance (Old Shed)	13,929.08			
<b>Total Income</b>	<b>134,786.42</b>	<b>117,400.00</b>	<b>17,386.42</b>	<b>114.8%</b>
<b>Expense</b>				
0406 Professional Fees				
Accounting	640.00			
Legal Fees				
Mobile Home - Bloomer	1,840.60			
Rule & Reg. Changes - Bloomer	75.00			
<b>Total Legal Fees</b>	<b>1,915.60</b>			
0406 Professional Fees - Other	0.00	4,000.00	-4,000.00	0.0%
<b>Total 0406 Professional Fees</b>	<b>2,555.60</b>	<b>4,000.00</b>	<b>-1,444.40</b>	<b>63.9%</b>
0409 Office & Hall Supplies				
Copier Supplies	439.45			
Paper Supplies	159.72			
Postage	682.45			
Printing	512.13			
0409 Office & Hall Supplies - Other	834.93	4,000.00	-3,165.07	20.9%
<b>Total 0409 Office &amp; Hall Supplies</b>	<b>2,628.68</b>	<b>4,000.00</b>	<b>-1,371.32</b>	<b>65.7%</b>
0410 R & M -Dam	276.34			
0411 R & M- Lake	198.00	500.00	-302.00	39.6%
0411.1 Fish Stocking	2,000.00	2,000.00	0.00	100.0%
0412 R & M -Grounds	843.90	500.00	343.90	168.8%
0414 R & M -Roads	7,055.15	5,000.00	2,055.15	141.1%

10/31/03

**SUNSET LAKE ASSOCIATION**  
**Budget vs. Actual**  
 January through October 2003

	Jan - Oct '03	Budget	\$ Over Bud...	% of Budget
0415.5 Conservation & Watershed	2,516.31	3,000.00	-483.69	83.9%
0416 R & M Equipment	988.36	2,000.00	-1,011.64	49.4%
0418 Gas & Oil	1,425.22	2,500.00	-1,074.78	57.0%
0430 Utilities				
Gas & Electric	4,104.76			
Telephone	948.63			
Water	90.85			
0430 Utilities - Other	0.00	6,000.00	-6,000.00	0.0%
<b>Total 0430 Utilities</b>	<b>5,144.24</b>	<b>6,000.00</b>	<b>-855.76</b>	<b>85.7%</b>
0434 Insurance				
Comm. Auto	1,100.00			
Comm. General Liability	750.00			
Comm. Inland Marine	390.00			
Comm. Property	518.00			
Comm. Umbrella Liability	854.00			
Crime Bond	100.00			
Home Assoc Wrongful Acts Liab	1,339.00			
Notary Bond	13.00			
Workers Compensation	1,638.00			
0434 Insurance - Other	0.00	6,500.00	-6,500.00	0.0%
<b>Total 0434 Insurance</b>	<b>6,702.00</b>	<b>6,500.00</b>	<b>202.00</b>	<b>103.1%</b>
0442 Property Tax	3,467.42	4,800.00	-1,332.58	72.2%
0498 Miscellaneous Expense				
0470 Recording Fees	36.00			
Donations	1,000.00			
0498 Miscellaneous Expense - Other	704.84	2,400.00	-1,695.16	29.4%
<b>Total 0498 Miscellaneous Expense</b>	<b>1,740.84</b>	<b>2,400.00</b>	<b>-659.16</b>	<b>72.5%</b>
Capital Improvements	34,407.87	19,500.00	14,907.87	176.5%
Equipment Reserve	168.85	2,000.00	-1,831.15	8.4%
Insurance-Replacement & Repairs	5,447.89			
Payroll Expenses				
0402 Superintendant	25,416.61	30,500.00	-5,083.39	83.3%
0404 Secretary Salary	15,000.00	18,000.00	-3,000.00	83.3%
0440 Employment Tax Expense				
0439 Illinois Unemployment Tax	0.00			
0441 FUTA	0.00			
0440 Employment Tax Expense - Other	3,457.91	4,200.00	-742.09	82.3%
<b>Total 0440 Employment Tax Expense</b>	<b>3,457.91</b>	<b>4,200.00</b>	<b>-742.09</b>	<b>82.3%</b>
<b>Total Payroll Expenses</b>	<b>43,874.52</b>	<b>52,700.00</b>	<b>-8,825.48</b>	<b>83.3%</b>
<b>Total Expense</b>	<b>121,441.19</b>	<b>117,400.00</b>	<b>4,041.19</b>	<b>103.4%</b>
<b>Net Income</b>	<b>13,345.23</b>	<b>0.00</b>	<b>13,345.23</b>	<b>100.0%</b>

# Sunset Lake Association

30505 East Lake Dr, Girard, IL 62640  
217-627-3339

## MEMORANDUM

TO: Board of Directors and Bill Hohimer, Superintendent

FROM: Kyla Tanner

SUBJECT: December Monthly Board Meeting

DATE: November 26, 2003

Please plan to attend the Directors' Meeting on Tuesday, December 2, 2003 at 7:00 P.M.  
The meeting will be held at the Community Center, Hanauer Hall, 30505 East Lake Drive.

Thank you!

# SUNSET LAKE ASSOCIATION

## AGENDA

December 2, 2003 7:00PM

CALL TO ORDER

ROLL CALL

VISITORS

SUPERINTENDANT'S REPORT

OFFICE MANAGER'S REPORT

APPROVAL OF THE MINUTES OF NOVEMBER 4, 2003

APPROVAL OF BILLS PAID FOR NOVEMBER 2003

COMMITTEE REPORTS:

AQUATIC CONTROL & WATER SAFETY

- JOE DINORA

BUILDING & CONSTRUCTION COMMITTEE

- GEORGE TOEPFER

DAM & GROUNDS COMMITTEE

- JOHN SCHWANDNER

FINANCE COMMITTEE

- TOM ERICKSON

LEGAL & INSURANCE COMMITTEE

- ALLAN SHARP

ROADS COMMITTEE

- BOB SONS

SANITATION, SHORELINE & BOAT DOCKS COMMITTEE

- RICK WHITEHEAD

WATER QUALITY & CONSERVATION

- ERNIE NEUMANN

OLD BUSINESS - 2004 Boat Stickers  
Fee for Use of Hall

NEW BUSINESS -

TRANSFERS - #96,96A Dan Lawson to Andy & Tammy Edmonds  
#219 Robert & Shirley Steller to Ron & Michelle Hare

ADJOURNMENT -



# SUNSET LAKE ASSOCIATION

Monthly Financial Report

November 30, 2003

Cash on Hand as of 10/31/03	\$	102.00
Checking Account Balance as of 10/31/03	\$	408.00
Money Market Account Balance as of 10/31/03	\$	22,353.47
3-Month CD at 1.31% as of 10/31/03	\$	<u>25,158.44</u>
	\$	48,021.91

## Minus Bills Paid

Bob Sons Construction	\$	850.03
Royell Communication, Inc. (Yearly Internet Service)		200.00
NEBS, Inc. (Checks)		55.41
Rural Electric		342.48
Verizon		42.52
Verizon Wireless		34.28
Power Net Global		15.23
Nilwood Water		10.56
Petty Cash (Headlight, magnet, \$.03 stamps)		22.72
Employers Tax & Withholding		872.40
Kyla Tanner - Net Salary		1,273.24
William Hohimer - Net Salary		<u>2,091.22</u>
<b>Total Expenses</b>	<b>\$</b>	<b>5,810.09</b>

## Plus Income

Louis Marsch ( Rock)	\$	1,800.00
Accounts Receivable (Lots #96,96A & #130)		1,070.04
Transfer Fees		1,200.00
Lot #49		147.52
Earned by Maintenance Man		110.00
Interest		27.72
All Others		81.20
<b>Total Income</b>	<b>\$</b>	<b><u>4,436.48</u></b>

Cash on Hand as of 11/30/03	\$	102.00
Checking Account Balance as of 11/30/03	\$	408.00
Money Market Account Balance as of 11/30/03	\$	20,979.86
3-Month CD at 1.31% as of 11/30/03	\$	<u>25,158.44</u>
	\$	46,648.30

11/25/03

SUNSET LAKE ASSOCIATION

Balance Sheet

As of November 30, 2003

	<u>Nov 30, '03</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
0100 Cash on Hand	102.00
0120 Checking Acct.	60,408.00 *
0125 First National Bank- ...	20,979.86
0131 FNB-CD	25,158.44
<b>Total Checking/Savings</b>	<u>106,648.30</u>
<b>Total Current Assets</b>	<u>106,648.30</u>
<b>TOTAL ASSETS</b>	<u><b>106,648.30</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
0200 Escrow	60,000.00
<b>Total Other Current Liabilit...</b>	<u>60,000.00</u>
<b>Total Current Liabilities</b>	<u>60,000.00</u>
<b>Total Liabilities</b>	<u>60,000.00</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>60,000.00</b></u>

\* INCLUDES ESCROW FUNDS OF \$60,000.00.

11/25/03

**SUNSET LAKE ASSOCIATION**  
**Budget vs. Actual**  
 January through November 2003

	<u>Jan - Nov '03</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
<b>Income</b>				
0301 Annual Assessment	79,067.89	78,600.00	467.89	100.6%
0301.2 Special Assmt Repair Dam	173.44			
0301.3 Special Assmt Shed	15,450.14	15,700.00	-249.86	98.4%
0301.7 Silt Assessment	120.00			
0305 Boat Permits	3,718.27	3,600.00	118.27	103.3%
0311 Building Permits	745.00	900.00	-155.00	82.8%
0313 Fines & Penalties	2,326.18	800.00	1,526.18	290.8%
0325 Farm Income	3,200.00	3,200.00	0.00	100.0%
0335 Interest Income	3,069.24	1,400.00	1,669.24	219.2%
0391 Transfer Fees	7,600.00	6,400.00	1,200.00	118.8%
0397 Cable Franchise Fee	1,096.59	1,700.00	-603.41	64.5%
0398 Earned by Maint. Man	1,779.88	1,200.00	579.88	148.3%
0399 Miscellaneous Income				
Chlorine Tablets	764.00			
Copies	22.60			
Fax	32.00			
Sanitation Permit	30.00			
SLA Hats	115.00			
Sports/Chlorine Bottles	32.00			
0399 Miscellaneous Income - Other	3,386.42	3,900.00	-513.58	86.8%
<b>Total 0399 Miscellaneous Income</b>	<b>4,382.02</b>	<b>3,900.00</b>	<b>482.02</b>	<b>112.4%</b>
0401 Insurance (Old Shed)	13,929.08			
<b>Total Income</b>	<b>136,657.73</b>	<b>117,400.00</b>	<b>19,257.73</b>	<b>116.4%</b>
<b>Expense</b>				
0406 Professional Fees				
Accounting	640.00			
Legal Fees				
Mobile Home - Bloomer	1,840.60			
Rule & Reg. Changes - Bloomer	75.00			
<b>Total Legal Fees</b>	<b>1,915.60</b>			
0406 Professional Fees - Other	0.00	4,000.00	-4,000.00	0.0%
<b>Total 0406 Professional Fees</b>	<b>2,555.60</b>	<b>4,000.00</b>	<b>-1,444.40</b>	<b>63.9%</b>
0409 Office & Hall Supplies				
Copier Supplies	439.45			
Paper Supplies	159.72			
Postage	682.45			
Printing	512.13			
0409 Office & Hall Supplies - Other	1,093.34	4,000.00	-2,906.66	27.3%
<b>Total 0409 Office &amp; Hall Supplies</b>	<b>2,887.09</b>	<b>4,000.00</b>	<b>-1,112.91</b>	<b>72.2%</b>
0410 R & M -Dam	276.34			
0411 R & M- Lake	198.00	500.00	-302.00	39.6%
0411.1 Fish Stocking	2,000.00	2,000.00	0.00	100.0%
0412 R & M -Grounds	843.90	500.00	343.90	168.8%
0414 R & M -Roads	4,489.98	5,000.00	-510.02	89.8%
0415.5 Conservation & Watershed	2,516.31	3,000.00	-483.69	83.9%

11/25/03

**SUNSET LAKE ASSOCIATION**  
**Budget vs. Actual**  
 January through November 2003

	Jan - Nov '03	Budget	\$ Over Bud...	% of Budget
0416 R & M Equipment	1,008.08	2,000.00	-991.92	50.4%
0418 Gas & Oil	1,425.22	2,500.00	-1,074.78	57.0%
0430 Utilities				
Gas & Electric	4,447.24			
Telephone	1,040.66			
Water	101.41			
0430 Utilities - Other	0.00	6,000.00	-6,000.00	0.0%
<b>Total 0430 Utilities</b>	<b>5,589.31</b>	<b>6,000.00</b>	<b>-410.69</b>	<b>93.2%</b>
0434 Insurance				
Comm. Auto	1,100.00			
Comm. General Liability	750.00			
Comm. Inland Marine	390.00			
Comm. Property	518.00			
Comm. Umbrella Liability	854.00			
Crime Bond	100.00			
Home Assoc Wrongful Acts Liab	1,339.00			
Notary Bond	13.00			
Workers Compensation	1,638.00			
0434 Insurance - Other	0.00	6,500.00	-6,500.00	0.0%
<b>Total 0434 Insurance</b>	<b>6,702.00</b>	<b>6,500.00</b>	<b>202.00</b>	<b>103.1%</b>
0442 Property Tax	3,467.42	4,800.00	-1,332.58	72.2%
0498 Miscellaneous Expense				
0470 Recording Fees	36.00			
Donations	1,000.00			
0498 Miscellaneous Expense - Other	704.84	2,400.00	-1,695.16	29.4%
<b>Total 0498 Miscellaneous Expense</b>	<b>1,740.84</b>	<b>2,400.00</b>	<b>-659.16</b>	<b>72.5%</b>
Capital Improvements	35,257.90	19,500.00	15,757.90	180.8%
Equipment Reserve	168.85	2,000.00	-1,831.15	8.4%
Insurance-Replacement & Repairs	5,447.89			
Payroll Expenses				
0402 Superintendent	27,958.27	30,500.00	-2,541.73	91.7%
0404 Secretary Salary	16,500.00	18,000.00	-1,500.00	91.7%
0440 Employment Tax Expense				
0439 Illinois Unemployment Tax	0.00			
0441 FUTA	0.00			
0440 Employment Tax Expense - Other	3,653.11	4,200.00	-546.89	87.0%
<b>Total 0440 Employment Tax Expense</b>	<b>3,653.11</b>	<b>4,200.00</b>	<b>-546.89</b>	<b>87.0%</b>
<b>Total Payroll Expenses</b>	<b>48,111.38</b>	<b>52,700.00</b>	<b>-4,588.62</b>	<b>91.3%</b>
<b>Total Expense</b>	<b>124,686.11</b>	<b>117,400.00</b>	<b>7,286.11</b>	<b>106.2%</b>
<b>Net Income</b>	<b>11,971.62</b>	<b>0.00</b>	<b>11,971.62</b>	<b>100.0%</b>

11/25/03

SUNSET LAKE ASSOCIATION  
Accounts Receivable Balance  
As of November 30, 2003

	<u>Nov 30, '03</u>	
Burch, Charles & Roxine - #117	492.28	(Driveway)
Drake, Sam J. - #111	855.05	
Jones, William D. - #272	240.58	
March, Jared S. - #49A	78.98	
Morrow, Ronald O. & Pamela S. -#2	20.30	
Robson, George R. & Patty - #154,A	2,783.37	
Smith, Peggy & Michell - #130	283.33	
<b>TOTAL</b>	<u><u>4,753.89</u></u>	