

April 9, 2019 Meeting of Sunset Lake Association Board of Directors

I. Call to Order, President Wilken-

II. Pledge of Allegiance, VP Johnson

III. Roll Call (Sec. Walkenbach)

Pres. Wilken																		
VP Johnson																		
Treasurer Martin																		
Secretary Walkenbach																		
Mark Severns																		
Randy Smith																		
Sue Muschong																		
Joyce Munie																		
Dennis Denny																		

IV. President Wilken, call for changes or corrections to the agenda

V. Membership and Guest Recognition

a) Richard Martin, Lot 112

b) Invited Guest: Attorney August Appleton

VI. Reports

a) February 5, 2019 Board Meeting

- ACTION, approval of minutes

b) March 5, 2019 Board Meeting

- ACTION, approval of minutes

b) Treasurer's Report

- ACKNOWLEDGMENT, President acknowledges report and files with Secretary

VII. Old Business

a) Assessments, delinquencies, foreclosures, property tax delinquencies - Treasurer Martin

b) Buoy Placement

- ACTION, determine appropriate buoy placement for "Big Bay"

c) Spillway work and tower restoration, update President Wilken, Mark Severns

- ACTION, Approval of fee proposal from Greene & Bradford Engineers dated March 20, 2019 for engineering services for Intake Tower Repairs - Drawings, Specifications and updated Contract Documents for the lump sum amount of \$3,200.

d) Legal actions

- ACTION, move on recommendations made by Attorney, if appropriate

VI. Reports

- a) President Report, President Gary Wilken
- b) Water Safety, Thane Johnson
- c) Building & Construction, Sue Muschong
- d) Dam, Roads & Grounds, Mark Severns
- e) Finance & Insurance Committee, Treasurer Deb Martin
- f) By-Laws, Rules & Regulations, Joyce Munie
- g) Sanitation, Randy Smith
- h) Lake Management, Secretary Amy Walkenbach
- i) Special Events, Dennis Denney

- ACTION, approval of Committee Reports via Consent Agenda

VIII. New Business

a) Sunset Lake Association Staff

- ACTION, Hire Raquel Breckel as a permanent part-time receptionist to replace the vacancy of Alicia Mayfield. Ms. Breckel will be hired at the rate of pay of \$9.00 per hour.
- ACTION, Hire Ruth Anne Love as a permanent part-time accounting assistant to replace Barb Grissom who will be returning to retirement. Ms. Love will be training at a rate of \$11.00 per hour and when she replaces Barb Grissom after training she will be paid \$12.00 per hour. This training period shall not exceed May 31, 2019.
- ACTION, Approve the hiring of Mike Bigley to a permanent part time position of 35 hours per week and when additionally needed.
- ACTION, To send office staff through QuickBooks training. Both shall attend the at the same time allowing two employees to be trained for the price of one. This shall be paid from the "Miscellaneous Expense" line item on the budget. This cost shall not exceed \$600.

b) Building and Grounds-

- i. Burn piles and use of them by contractors. For discussion
- ii.

c) Lake Management

- i. Illinois Association of Lake Communities
 - ACTION, Approve joining the Illinois Association of Lake Communities as a small association and at the reduced, first year membership of \$200
- ii. Watershed protection
- ACTION, Approve updating the set-aside contract for the same dollar amount as previous years

d) Finance Committee

- **ACTION**, It is hereby recommended by the Finance Committee to move all Sunset Lake Association financial accounts to United Community Bank (UCB). This bank offers better interest rates on the Association's money as well as technology that would make the depositing of checks more efficient. It is recommended that all funds be transferred, and all accounts be closed out at CNB, formerly Jacksonville Saving Bank within 60 days.

IX. Transfers- None

X. Membership and Guest Recognition

XI. Board Comments

XII. Adjourn