

**Sunset Lake Association Board of Directors Minutes
February 13, 2024, 7:00pm-Hanaur Hall**

- I. Call to Order by President John Kemp-
- II. Pledge of Allegiance-ALL
- III. Roll Call by Secretary Jenny Buhl

Title, Name	Term Ends	Present/ Absent
President, John Kemp	2024	P
Vice President- Russ Baldwin	2025	P
Treasurer, Michelle Bearden	2026	P
Secretary, Jenny Buhl	2026	P
Brady Hahn	2025	A
Valerie Jagiela	2025	A
Joe Kovacs	2024	A
Tom Sidener	2026	P
Jerry Winterland	2024	P

IV. Approval of Minutes

a) January 9, 2024, Board Meeting-Amended days for game days from every Monday to every other Monday.

ACTION: Motion made by Baldwin to approve minutes with the above amendment, Second by Kemp, all approved.

V. Old Business

a) **Utilization of Hanuer Hall**-Update game days -Jenny Buhl for Val Jagiela

REPORT:1/22/24 was cancelled due to inclement weather, 2/5/24 was attended by 12 residents, next game day is 2/19/24

b) **Monthly Help Day for 80+ SLA Members by Volunteers**-Jenny Buhl for Val Jagiela

REPORT: Currently, one member is requesting assistance. Requests need to be made by the 20th of each month with a workday being the last Saturday of each month.

ACTION: Volunteer and Member Waivers reviewed. Motion made by Baldwin to approve the waivers as presented, Second by Kemp, all approved.

VI. Reports

- a) **President Report:** President John Kemp: During the yearly maintenance of the SLA boat by Greg Kazinski, the steering cable and Fuel Sensor needed replaced at a cost of \$676.05.

ACTION: Motion made by Bearden to approve the payment of the repair invoice, seconded by Winterland, all approved.

President Kemp received Joe Kovacs letter of resignation January 10, 2024. President Kemp appointed Dave Johnson to fill Joe's spot until the next Board Member election at the Annual Membership Meeting in October 2024.

Lakes and River's contacted Rodney Hunt's company and were able to get specs to replace the gate and stem and control on the tower and will be sending a bid.

- b) **Legal & Insurance:** Vice President Russ Baldwin: Met with Carol and Norm Brand, members who worked in insurance industry. They recommend increasing worker's compensation insurance due to a slight increase of salaries.
- c) **Water and Land Safety Enforcement:** Vice President Russ Baldwin: Permits arrived for non-motorized watercraft without duplicates. It was decided that canoes will require permits on each side with different numbers, Paddle Boats will only require one permit to be placed on the back center of the watercraft, and Kayaks will require one permit to be placed either on the front or back, for the 2024 season.
- d) **Water Quality:** Val Jagiela: Nothing to report.
- e) **Building & Construction Permits:** Jerry Winterland: Lot 122-Blue prints were provided for a new home with attached garage. The member is requesting approval of the garage to be 150 Square Feet over current SLA Specifications. The request is because there will not be sufficient room for a detached outbuilding.
- ACTION:** Motion by Kemp to approve the garage variance, Seconded by Winterland, all approved.
- f) **Common Grounds: Roads & Dam:** Tom Sidener: Three trees on Oak Lane are split and need removed before falling on its own. John will contact the power company to see if they might remove the trees. If not, we will need to get bids for removal.
- g) **Leasehold Ground:** Dave Johnson: Nothing to report.
- h) **Treasurers Report-(Finance, Insurance & Property Taxes):** Treasurer Michelle Bearden presented the Final 2023 Budget vs Actual Report as well as the January Profit & Loss (compared to prior year).

General Operating Funds - Operating Income exceeded budget by approximately \$25,000. This was primarily due to line items that were not budgeted such as Fines/Penalties, Ground Maintenance Fees, Apex Grant Money, and Delinquent Tax/Legal Fee Reimbursements. The Operating Expenses were under budget by approximately \$21,000 due to lower than average expenses for Weed Control , Grounds, and Professional Fees. Employee salaries were also lower because we operated without a

Lake Superintendent for a couple months. Overall, we have approximately \$46,000 in unspent operating funds. Typically, we move the excess funds from the unrestricted operating account to reserve funds account for future use. We will need to discuss and vote on this under new business. See page 6 of Treasurer's Report.

Damn& Lake Restricted Funds: Income was over budget by \$300.00 due to either a new leasehold or a 2022 assessment collected in 2023. The expenses were under budget by \$27,550.00, however, we will need to use these funds for the upcoming tower repair that we are obtaining new bids for.

Reserve Funds: At the 2022 Annual Membership meeting the members authorized the Board to use up to \$25,000.00 of SLA reserve funds, if necessary, for emergency repairs/improvements. The Board did not need to make any emergency expenditures. However, at the 2023 Membership meeting the members approved the use of up to \$17,000 of Reserve Funds for the purchase of a new zero-turn mower. The actual expense was under that approval limit at \$15,732.50

Comparative Profit & Loss: Pages 7 and 8 of the Treasurer's report show January 2024 compared to January 2023. Items to note: small equipment expense was for a salt spreader, office admin expense for the postage for the annual assessment invoices, and the trash expense appears high because we paid an annual invoice rather than monthly.

- i) **Bylaws, Rules & Regulations/NFPC Status:** Val Jagiela: Nothing to report
- j) **Sanitation:** Dave Johnson: Nothing to report
- k) **Leases-** Administrator of Leases; Amy Walkenbach: Nothing to report

VII. New Business

- a) **Discuss Spring Meet and Greet:** Jenny Buhl for Val Jagiela

REPORT: Sunday, April 28, 2024, from 10:00am-Noon is scheduled with refreshments. Invitations will be sent to all members. Budget not to exceed \$200.00.

- b) **Discuss Maturing CD's-**Michelle Bearden

REPORT: The 2 Certificate of Deposits (\$51,359.96-2.29.24; \$25,565.16-2.21.24) will be maturing at the end of February 2024. UCB is currently offering a 9-month relationship CD at a rate of 5.00%. Michelle spoke with the Auburn Branch Manager who confirmed that we could get that Relationship CD Special rate if we add money to each CD upon maturity.

- c) **Transfer of 2023 Excess Operating Funds-**Michelle Bearden

REPORT: Michelle presented options for the \$46,000 in excess operating funds (from 2023). We could transfer to the Reserve Contingency Fund – that is a liquid money market account earning 2.00%. We could transfer the funds to the Restricted Lake/Dam Fund since we know we will have Tower Repair expenses later this year. That is also a money market account earning 2.00%, but once deposited into that account the money MUST be used for Lake/Dam maintenance. It can not be withdrawn/used for any other reason. Or we could invest the money in the 9-month CDs. Since we know we can't do any tower repair or dredging work until the Fall after we lower the lake, we have time to temporarily invest

the funds at a higher rate. If we have an emergency and need to access the money, we would just forfeit the accrued interest on whatever principal we need to withdraw from the CD. Board discussed, and agreed the 9-month timeline and higher earnings rate makes sense.

ACTION: Motion made by Bearden to split the excess \$46,000.00 from the General Operating Fund and add \$23,000 to each CD and renew for a 9-month term at a rate of 5%, Seconded by Winterland, all approved.

d) **Proposal for purchase of equipment for streaming monthly meetings-Tom Sidener**

REPORT: Tom provided pricing for equipment that was in the range of \$60.00-\$70.00. Tom will order the necessary equipment and install.

e) **Bids for new roof on Hanauer Hall: Jerry Winterland:**

REPORT: Bids were provided for both steel and shingle roofing from RMD General Contractors, Girard, IL, Smith General Contracting, Springfield, IL and Jeff Huffman, Palmyra IL. The consensus was to go with the steel roof for its life expectancy and cost compared to a shingle roof. During discussion, it was realized the bids from RMD and Jeff Huffman did not include the same gauge of steel as Smith quoted, 26 gauge. This item is tabled until new bids are received from RMD and Jeff Huffman that include 26-gauge steel.

VIII. Membership and Guest Recognition:

Jeannette Early: Asked if Brady Hahn had resigned and wondered with Dave Johnson being appointed to replace Joe Kovak's, would the other candidate from the last election be appointed to replace Brady and if there is a process to replace board members as they resign. President Kemp stated Brady had given his key to the maintenance guy at the East burn pile and asked him to turn it in and that he was resigning. John had sent him a text a few days later asking if he had resigned and would need an official resignation via text or email if so, with no response from Brady. This is the 3rd meeting in a row Brady has missed with no communication with the board. It is at the President's discretion to appoint a replacement to serve only until the next annual meeting of members, per Section 6 of By Laws Approved 2023.

Jeanette Early: inquiring about the live feed of meetings; would it be possible to view later, currently meetings are only available as a live feed. Discussion followed and decided the link to the meetings would be included in the next "What's Up" email after the monthly board meeting, so members can view the meeting at their leisure.

IX. Board Comments

X. Adjourn: Motion made by Bearden, Seconded by Winterland, meeting adjourned at 8:20 pm