

**November 13, 2018 Meeting of Sunset Lake Association Board of Directors- APPROVED DECEMBER 4, 2018**

I. Call to Order, President Martin- 7:00pm

II. Pledge of Allegiance, Treasurer Wilken

III. Roll Call (Sec. Walkenbach)

Joyce Munie-present

Sue Muschong -present

Mark Severns-present

Gary Wilken, Treasurer-present

Deb Martin, President-present

Thane Johnson, Vice President-absent

Bill Urban-present

Amy Walkenbach, Secretary-present

Randy Smith-present

V. Old Business

a) October 2, 2018 Board Meeting - motion to approve J Munie, second B Urban. Motion passes

b) Assessments, delinquencies, foreclosures - President Martin, lot 53 should be for sale in the next 90 days. Lot 215 BOD will be inspecting prior to the bank putting up for sale. No progress on the fines associated with Lot 144.

c) Audit Update - Treasurer Wilken/President Martin - see attachment 1

d) Spillway Update - M Severns/Treasurer Wilken - waiting to get an approved 2019 budget before moving forward. If the budget is approved in December will be working to complete the spillway work prior to the lake coming to full pool. Will be working to have RFP drafted prior to the budget being approved in anticipation of its approval.

e) 2019 Budget Treasurer Wilken - See attachments 2 and 3. Additionally, stated that SLA needs to get out of the escrow business for both shorelines and septic, either now or in the future. This will be formally brought to the BOD at a later date. Discussion on special assessment versus increase in assessment fees.

- Motion to approve the 2019 budget as presented and move it to the membership at a special meeting in December for approval, B Urban. Second M Severns. Motion passes.
- Motion to hold a special meeting on December 4, 2018 at 6:30pm for the sole purpose of approving the 2019 budget, S Muschong. Second J Munie. Motion passes.

VI. Reports

a) Aquatic Control & Water Safety, Bill Urban - Not much to report, most of the boats are out of the water for winter.

- b) Building & Construction, Sue Muschong - Thirty-three permits have been approved January through October.
- c) Roads/Dam, Mark Severns - Have been patching lake roads.
- d) Finance Committee, Treasurer Gary Wilken - See attachment 4.

e) Risk Management, Joyce Munie - Attended an Emergency Action Plan workshop hosted by Illinois Emergency Management Agency. Sunset Lake probably needs to develop such a plan. Will be reaching out to local officials and Otter Lake and will report back.

g) Grounds & Sanitation, Mark Severns - The weather has not been conducive to keeping up with leaves, including common areas. Please everyone watch the burn piles when using them.

h) Water Quality, Aquatics Conservation, Shorelines, Secretary Amy Walkenbach - See attachment 5

- Treasurer Wilken moves to adopt the following resolution *"The island shall be maintained by the superintendent as common ground for SLA members and comply with the same erosion and appearance rules as leaseholder properties. As such, costs associated with island maintenance shall be reflected in the budget. Future upgrades may be funded through donations, but maintained by the superintendent."* Second by B Urban. Motion passes.
- Treasure Wilken moves to accept the recommendation that the Association complete the three year dredging plan during the lake drawdown, at a dollar amount not to exceed \$16,000, second by Mark Severns. Motion passes.

i) President's Report, President Deb Martin - Thank you to Bill Urban for sticking with the BOD this year during our difficult transitions. Bill has indicated that he will be retiring from the BOD. I have appreciated his help and direction this past year. I will not be seeking re-election as President for this new BOD. I appreciate all the SLA members and ask that you continue to stay involved, pay attention to your BOD.

- Motion to approve all Committee reports by consent agenda, J Munie, second M Severns. Motion passes.

## VII. New Business

a) Elect 2019 officers to new BOD

- Motion to elect Gary Wilken as President by D Martin, second R Smith. Motion passes
- Motion to elect Thane Johnson as Vice President by G Wilken, second J Munie. Motion passes
- Motion to elect Deb Martin as Treasurer by A Walkenbach, second M Severns. Motion passes
- Motion to elect A Walkenbach as Secretary by J Munie, second B Urban. Motion passes

b) Committee appointments and ratification

- Motion by J Munie to ratify new committee chairs:
  - Deb Martin, Finance & Insurance
  - Amy Walkenbach, Lake Management
  - Mark Severns, Dam, Roads & Grounds
  - Sue Muschong, Building & Construction
  - Thane Johnson/Bill Urban, Water Safety

- Randy Smith, Sanitation
- Joyce Munie, ByLaws, Rules & Regulation, second by S Muschong. Motion passes

c) Executive Special Session

- Motion to refer to legal counsel pending litigation by M Severns, second J Munie. Motion passes

VIII. Transfers- Lot 9B Gary and Kandra Kennedy to Michael and Sallie Jo Kolenich

Lot 60 Edith Luddeke to Kris and Lori Crutcher

Lot 77 Laurie Harmon to Jonathan and Melissa Cox

IX. Board Comments

Mark Severns: Please help your neighbors, especially your elderly neighbors with leaf pick-up.

Joyce Munie: We are raffling off a handcrafted fly rod with proceeds to go toward the fireworks fund. Tickets are \$10 each and the winning ticket will be drawn at the December meeting, need not be present to win.

Gary Wilken: Thank you to Bill Urban for all his service to SLA, especially on the lake. Thanks to Deb Martin for the 100s and 100s of hours she has spent helping get the accounting mess figured out, we are getting closer. We appreciate the support of all our members.

Deb Martin: Sometimes we get questions from members that we just can't answer, not because we don't want to or don't know the answer, we just can't share facts that are protected.

X. Membership and Guest Recognition

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a) Ron Rice- Lot 237, 237A

Presented information on lake drawdowns to the BOD. Advised the BOD to address the Neff farm on the west side of the lake that is providing a sediment load to the lake. Advised the BOD that the tower doesn't need to be fixed on the inside and those funds should be used to address the spillway problems. G Wilken, once lake work is done the lake will be allowed to fill to 1' below full pool if the spillway work has been started but not completed.

b) Annette- Scharfenberg Lot 240

Asked the BOD about expenditures related to summer workers, why do we still have one summer worker, why did we have two? and where did the second worker come from? M Severns, first worker wasn't 18 so couldn't operate equipment so a second was hired from the applications received. Were they paid the same? Yes. What about truck insurance? D Martin, the summer workers are 1099 employees and our insurance company has advised us they are covered in the truck and the shop, we will double check. When will the current summer worker be gone? G Wilken, the BOD is looking at that now, he has been kept around to work on common areas and keep up with leaves. He is not generally working eight hour days.

Ray Reardon, Lot 256A, 257: I thought the proxy balloting process was well thought out and appreciated the time and effort that went into the Annual Meeting voting process. Question whether we followed SLA By-laws that allow only one proxy ballot? D Martin, we were advised by legal council that the proxy ballot we followed is allowable under our By-laws as a Directed Proxy is allowed by umbrella proxy in our By-Laws. This language was cleared up in the By-law change made at the Annual Meeting. Will the Directed Proxy be used for the Special Meeting? Yes.

Jeanette Earley, Lot 141: I think members were afraid to vote a proxy ballot because of the signature required. A Walkenbach, thanks for the input, we will change that for the special meeting proxy ballot.

Millie Burgess, Lots 229, 230: Thank you Bill Urban for your dedication to the SLA and the safety of its members. Will he be replaced? Yes.

X. Adjourn

- Motion to adjourn M Severns, second B Urban. Motion passes. Adjourned at 8:45pm