

**October 2, 2018 Meeting of Sunset Lake Association Board of Directors- APPROVED NOVEMBER 13, 2018**

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

II. Pledge of Allegiance, VP Johnson

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, present

Bill Urban, present

Amy Walkenbach, Secretary, present

Candi Culp, present

IV. Office Update & Information, President Martin reports Barb and Alicia are doing well, learning their jobs. Both came to the workshop held the previous week. Treasurer Wilken agreed with Martin's assessment and went over office hours as they have changed with the new personnel. Secretary Walkenbach echoed the comments.

V. Old Business

a) September 4, 2018 Board Meeting, approval of minutes J. Munie moves to accept, C Culp seconds. Motion passes

b) Assessments, delinquencies, foreclosures - President Martin, not much new information, Lot 215 postpones due to lack of information, no new date yet scheduled. When a new date is set will be looking to see if mold has been remediated. Lot 53, the bank has relinquished the property and it is moving forward. Still working on unpaid invoices.

c) Audit Update - Treasurer Wilken/President Martin - A workshop was held on September 27th, the auditing firm, Sikich gave a presentation on preliminary findings. A final presentation will be part of the Annual Meeting on October 20, 2018. Taxes for 2017 will be submitted October 15th.

d) Spillway Update - M Severns/Treasurer Wilken - no new information, will wait for the new budget to be passed before further discussion.

e) Annual Meeting- Directed Proxy, BOD went over in detail the meeting process, from certification of ballots to counting ballots.

- J Munie moved to suspend rules to discuss with membership the proposed By-Law changes presented in the Annual Meeting agenda and ballot, VP Johnson seconds. Motion passes.

- VP Johnson moved to resume BOD meeting, J Munie second. Motion passes.

- i. 2019 Budget - Treasurer Wilken discussed the budget information

- ii. Nomination Update - Secretary Walkenbach announced that there are 11 nominations for 8 positions on the Board.

## VI. Reports

- a) Aquatic Control & Water Safety, Bill Urban - the only issue this month was a boat on the lake with no stickers, it was miss-communication and has been resolved.

- b) Building & Construction, Sue Muschong - Four permits have been reviewed and approved, one didn't need a permit but asked anyway. Five more permit requests are expected to be coming in shortly.

- c) Roads/Dam, Mark Severns - Will be cold patching roads, will exercise the valves when the lake is lowered. SLA may want to consider reaching out to SUSART to take underwater pictures of the tower, they are available for a donation.

- d) Finance Committee, Treasurer Gary Wilken - still working on getting an ending balance for 2017 and then go month by month in 2018. SLA is in good shape and once everything is balanced monthly updates will be included on our webpage for monthly meetings.

- e) Risk Management, Joyce Munie - no report

- f) Special Events, Candi Culp - The wiener roast is scheduled for October 14th, rain or shine. Thanks to Ellen Harlow, Val Jagiela, Kathleen Edwards and Deb Martin for help in organizing. We are trying to get hot dogs donated to SLA, bring a dish to pass. U of I Tree Selection workshop will be held on October 3rd. We are looking for members interested in Weight Watchers, there is a sign up in the office, we need 20 people to commit to hold meetings on site.

- g) Grounds & Sanitation, VP Thane Johnson - Call VP Johnson for tree removal approvals. Trees will no longer be spray painted when approved.

- h) Water Quality, Aquatics Conservation, Shorelines, Secretary Amy Walkenbach - The lake will be lowered the first week of November, weather permitting.

- i) President's Report, President Deb Martin - Sikich has made us aware of several inconsistencies, including deposits held for weeks at a time, not reconciling accounts in a timely manner and others. Remedies have been and will be put in place, including running all fireworks funds through QuickBooks, assessment problems will be rectified, boat stickers will be tracked, maintenance fees and fines tracked, have instituted log books, signature stamps are gone, checks need two or more approvals, the three debit cards previously held by employees are now with BOD, there were inappropriate purchases including dog treats, beer and reading glasses. The payroll process has been updated, personnel files did not previously exist, they do now, employee taxes were overpaid and we are working to get those refunded. Riprap escrows have not been properly tracked and we will be looking at changing that process. There is an issue on the firehouse lease that BOD will work to rectify. The 2017 audit shows \$47,000 in maintenance and repair costs, of that \$7,000 went to the old tractor. Members had keys to the office and shop, we now have key code pads. \$1,600 of fuel costs for 5 weeks is excessive and working on that issue. Many items found in the audit were found under "computer repair" this is unreasonable, more than one lease not filed with the county, BOD are going through all Lot files, organizing and validating.

- J Munie moved to approve all committee reports through consent agenda, Treasurer Wilken second. Motion passes.

## VII. New Business

### a) Ratify New Office Staff

#### i. Alicia Mayfield

- Treasure Wilken moved to ratify Alicia Mayfield as SLA Receptionist, C Culp seconded. Motion passes.

#### b) SLA Slogan - S Muschong moved to make the following the SLA slogan, words from Eileen Jones,

"Recommendations from Sunset Lake -

Be clear. Make positive ripples. Look beneath the surface. Stay calm. Shore up friendships. Take time to reflect. Be full of life. Listen. Make waves only if necessary! Enjoy the view! And.....simplify, simplify, simplify! And....enjoy the beauty of all the seasons of life!" seconded by Secretary Walkenbach. Motion passes.

c) Firehouse Concerns- workshop, President Martin - thanked the group of SLA members who requested the Firehouse file and took the time to go through it completely and ask questions of the BOD at the workshop. A question was raised on whether or not SLA could be reimbursed for expenses that were not legitimate and the seed money provided by SLA for the building. President Martin said that SLA is asking legal council on the ability to proceed with legal action against individuals, this includes asking the Illinois State Attorney General's Office to review the file.

d) Memorial Garden, President Martin - it has been asked if the BOD would dedicate the flower garden at the North Lake Entrance as a Memorial Garden for Eileen Johnson. Ed Snell who owns the property stated he would be proud to offer that garden as a Memorial to Eileen. Treasure Wilken moves to dedicate the garden as a Memorial for Eileen Jones, VP Johnson seconds. Motion passes.

VIII. Transfers- Lot 203, Terry Hanscom Pridemore Trust (Terry Erixon) to Tad and Mona Stalets. VP Johnson moves to approve, C Culp seconds. Motion passes.

## IX. Board Comments

S Muschong- I hate to see various "camps" all hearing and saying different things. Rumors aren't real and are disheartening. BOD does important work for our future and are human's with a heart and soul. We believe in SLA and we aren't the devil. Let's put all that's happened behind us and clean up together, it will take each and every one of us.

A Walkenbach- We had formal reviews with the three employees, this past week. Those reviews have been placed in their personnel files.

C Culp- I want everyone to know I am not running for the BOD next because I am lazy, being a good board member is hard. Please don't boycott SLA events and please support SLA as I will continue to do.

G Wilken- Ken Jones would like to pass along a thank you for all the support and condolences he has received since the passing of his wife Eileen.

D Martin- I have video surveillance tape of someone moving mail from one mail box to another, please remember it is a federal offense to open anyone other than your own mail box. Thank you to Candi Culp for her time as a Board member, when she came to us she told me she was all about Rainbows and Unicorns and we appreciate her for

that outlook . Also, thank you to Bill Urban for hanging on the Board through all the changes this year. Thanks to Thane Johnson for being my wingman and to Gary Wilken for being a calming influence when I needed one.

#### X. Membership and Guest Recognition

a) John Kemp, Lot 29 - Thank you BOD for stepping up during a hard time, I appreciate it. I would like to address a situation though, phones are like crack cocaine, please put them down and talk to your neighbors face to face. I have never been treated as badly as I was last week after the workshop. Twice I was called names and insulted. The person calling me names did call and leave a voice mail apology, while I did appreciate that I would have appreciated a face to face apology.

b) Randy Smith, Lot 114 - While I previously had a lot of questions most have been answered either at the workshop or during this BOD meeting. I am not here to bash the current or previous Boards, I just have concerns and questions. One would be what did the \$47,000 that was identified in the audit as maintenance go toward? President Martin, Sikich is working to develop that list. Other concerns over the \$7,000 for the old tractor and then we bought a new one. Questions on Maguire dredging, President Martin, the BOD has never questioned Maguires', the question was why did SLA pay a bill that was to have been paid out of the Firehouse account and never was, and why SLA paid overdue fees on that same bill.

Kathleen Edwards, Lot 46 - Thank you BOD and I hate to see any of you not on the Board next year, regardless though I will support whatever Board the membership elects. Question, if during the 2018 assessment process we made a donation to the Fireworks Fund, did it actually go there? President Martin, we are still not sure, that is part of looking at all our accounts. Treasurer Wilken, that donation would have gone to the 2018 fireworks display.

Ed Richno, Lot 128 - if I have two to two and a half feet of riprap that also has weeds is that ok? Secretary Walkenbach, yes, as long as the bank is stabilized.

Mel Lomelino, Lot 197 - We shouldn't be drawing the lake down, the bait fish have nowhere to hide. Secretary Walkenbach, we are following both the dredging schedule that was previously approved and the recommendation of IDNR's Fisheries Biologist.

Edith Luddeke, Lot 60 - I don't agree with the \$6,500 six month escrow for sand filter septic systems. President Martin, the Board is reviewing our escrow policies.

X. Adjourn - Move to adjourn, Treasurer Wilken, second B Urban. Motion passes, 9:35pm

Respectfully Submitted

Amy Walkenbach, Secretary