

**Dogwood Lake Lot Owners Association  
Monthly Board Meeting Minutes  
Dec. 8, 2024**

**1. Dana Called the meeting to Order** at 9:34 and introduced the Board members

**2. Board Members:**

Dana Walker, President  
Eadie Schillinger, Secretary  
Shane Metcalf, Lake  
Tom Bauer, Environmental – Absent

Marsha Meyer, Vice President  
Sheri Metcalf, Treasurer  
Keith Antoff, Maintenance

Don is on vacation

**3.** Eadie read the Meeting Minutes from the November's Meeting — **Shane Motioned to Approve; Keith Seconded**

**4. Treasurer's Report –Sheri Metcalf**

Sheri read the Treasurer Report

Shane motioned to accept, Eadie seconded

**5. Pool Project Status and Financials –**

Main drain completed, floor blasting and repairs this month. Main drain replacement ran over about \$1400. Can't move forward until additional payments are received.

**6. Committee Reports:**

**a.** Caretakers report – Michelle Zeitz

Michelle gave an overview of the activities she and Don performed.

Call or text Michelle to arrange to meet if you have business to conduct. Available Wed - Sun

**b.** Maintenance report – Shane Metcalf

Burn pile was leveled and rock ordered, will spread this afternoon. We will no longer have a burn pile. Burn barrels can be purchased at Warren Recycling.

While John's Tree service was cutting down a tree on common ground they noticed a water leak. John donated his day and equipment to help repair. Bob Ficor and Dave Stulir assisted in the repair. Leak was near a main shut-off so we were able to repair that as well.

**c.** Environmental report –Tom Bauer

**d.** Lake report – Keith Antoff

Research new dock, on the list for 2025

**e.** Activities – Marsha Meyer

Jeanette wants to thank everyone for their participation throughout the year.

Next activity - NYE Party, theme 70s. 7:00 Weather permitting. Welcome to bring a dish to share.

**7. Old Business**

- Keith working on cameras through fall/winter
- Bar screen still in work
- Cardinal pump installed new blower motor and rebuilt old one for spare
- Continuing work on all bathhouse interiors over the fall/winter

- Reminder pool assessment of \$140/lot due by January 1; late fees will be assessed on January 2nd
- Reminder 2025 dues are also due by January 1 with 10% late fees assessed on April 1
- Unpaid dues and special assessments can result in gate devices being turned off
- New lot owner meeting being developed

## **8. New Business**

- Replaced broken main line and shut off valve by Bluebird
- Will be checking the park for water leaks over winter; please inspect your lots and hydrants for any signs of leaks

If you were unable to winterize let us know so we can monitor. Also, remove any splitters on your hydrants.

- Removed flooring in BH1; ceiling in BH2; electric to be evaluated. Taking a break until January
- John working on dead tree removals
- Meeting minutes, financial reports and QR codes for Zelle and bathhouse renovations on outdoor board
- Solicit motion/vote to transfer fine payments to reserves

Shane motions to transfer \$2400 collected from fines to reserves. Keith seconded. All voted yes, motion passed.

That will bring us up to almost \$35,000 in reserves

## **9. Suggestions/Complaints – Eadie Schillinger**

- Open Complaints One for dead tree on common ground open
- Open Suggestions – none

## **10. Policies & Procedures in work**

- Rules & Regulations – Complete, ready for Warren County
- Policy for lot owner water line or sewer line connections and emergency repairs impacting park almost complete
- Cross training documentation
- Dam Emergency Action Plan – complete, ready for signature
- Lot Ownership and Access Policy – Draft almost completed - waiting on updated policies to complete

**Open Forum** – Questions from floor and Teams attendees - Lot owners must use the microphone and give their name and lot.

None

**Next Monthly Meeting** – No January, not likely to have February

**Motion to Adjourn** – Shane motioned to adjourn; Sheri seconded. Adjourned at 10:05 a.m.