

**BOARD OF DIRECTORS MEETING
LAKE ROYALE PROPERTY OWNERS ASSOCIATION
SEPTEMBER 18, 2004 – SATURDAY
10:00 A.M. – CLUBHOUSE**

Call to Order – The meeting was called to order. Present were Ray Robinson, Tom Nichols, Ann Faison, Tim Gabriel, Bob Winters, Bill Wakefield, Brenda Gregory and James Tanner. Staff present were Robert Vangraafieland, Jarrett Umstead and Tim Medlin. Tony Antonelli was absent.

Pledge of Allegiance - Ray Robinson led the pledge.

Approval of the August Meeting Minutes – Brenda Gregory moved to approve the minutes as submitted. Tom Nichols seconded. Motion carried.

Treasurer's Report – Ann Faison reported the following for August:

1	Total Deposits:	119,801.27
2	Total Payable:	118,696.23
3	Income vs Expense:	1105.04

Finance Committee – Bill Wallace reported the following:

- 1 Officers elected were Chairman: Bill Wallace, Vice Chairman: Stuart Nottingham and Secretary: Dave Turner.
- 2 Staff has TOPS running smooth. As soon as BOD approves the auditors report necessary adjustments can be made to get financials corrected to date.
- 3 Dues collections for current year are at 67% of budget or 76% of budget less collectables. Collections for prior years' dues continue to be very positive thanks to the good efforts of Robert and his staff.
- 4 All of the 173 County foreclosed lots which they sold at auction have been billed for dues, 81 have cleared (65 have paid, 16 are adjoining lots). The remaining 92 lot owners have bills for the dues.
- 5 Robert reported that of "Batch 1" of 13 lien demand notices, two have paid in full, one has indicated they would pay, and others have not responded. "Batch 2" of 28 lien demand letters are in process.
- 6 The Finance Committee recommended for approval to the BOD: "The transfer of \$980.00 from pool maintenance and \$1500.00 from seasonal labor for a total of \$2480.00 to Capital Expenditure lines for the purchase of a dump trailer, a snowplow, and a spreader for the Maintenance Department". Also recommended for approval: "The remaining Capital funds of \$7,823.20 originally designated for a new police car be redesignated for the purchase of a Mobile Data Unit and a Radar Gun for the Police Department.
- 7 Phil Wolfe, an agent for Nationwide Insurance and Financial Services, and Richard Wainwright made a presentation to the FC of "Simple IRA" investment plans for employees.
- 8 Dave Turner has secured AED (Automated External Defibrillator) donated by the Lake Royale Christian Ministries.

- 9 The review of the current 2004-2005 Budget will be discussed for adjustment when the Auditors report has been approved.
- 10 Robert brought to our attention that recent rains had damaged 7-8 culverts. Maintenance is in the process of obtaining estimates for repairs that would prevent further damage. They are also checking with an engineer to review culvert needs.
- 11 The FC Audit Subcommittee met on Wednesday and developed some procedures and forms for requisitioning and purchasing. That will be finalized at next meeting.
- 12 Helena Kotynski attended the FC meeting as a potential member. The FC recommends the BOD appoint her as an alternate member of FC committee.

Building Committee – Ann Faison reported the following fees for August:

- 1 Total Residential: \$485.00
- 2 Total Camping \$775.00
- Total: \$1260.00

President's Report – Bob Winters reported the following:

- 1 Concern was expressed about erosion control along the shoulders of the roads. He suggested that if a property owner sees a culvert that is clogged they should try to clean it out. If it is a big project they should call and report it to the POA office.
- 2 Bob asked for volunteers to sand and varnish book shelves for the Lodge library.

General Managers Report – Robert VanGraafieland reported the following:

- 1 Maintenance is doing a good job of checking the culverts. They check them at least once a month and provide maintenance as needed.
- 2 The Lake Royale Police Department was awarded a Crime Prevention Grant and will receive a radar gun.
- 3 First batch of foreclosures are scheduled for hearings on October 26, 2004. The second batch is being worked on to send out demand letters.
- 4 The owner of Lot# 1284C at 154 Winnebago Loop has deeded this back to the POA in lieu of paying past dues. It is being sold and is expected to bring the POA a \$1000.00 profit which will be used for additional foreclosures.
- 5 The pool will close on September 18, 2004 for the season.

Board of Adjustments Report – Al Newlin reported the following:

- 1 The BOA welcomed Dick Maryman and Frank Webster to the committee.
- 2 Al proposed the POA create a new committee for imposing fines on non-compliance issues.
- 3 Ron McAdams is stepping down as BOA member.

HEARINGS

- 1 Hearing 0405-05 on the Anthony Byrd property at 152 Winnebago Loop, Lot 1285: building without permit
Mr. Byrd was not present.

Results of Hearing BOD 0405-05

- 2 Tom Nichols moved to that Mr. Byrd is out of compliance and a member not in good standing. Ray Robinson seconded the motion. Motion carried.
- 3 A letter will be sent to Mr. Byrd stating the findings of the hearing.
- 4 Three other Hearings (0405-06, 0405-07 and 0405-08) have been worked out with POA by the owners and were not heard.

Property Owner's Forum

Phil Anzalone asked if the BOD supported all non-compliance issues. He also suggested that the Covenants and By-Laws committee review the issue of campers parked in Residential driveways.

Stuart Nottingham stated that 20-30 people have signed up for the CPR class and that he would take sign ups through September 18th.

Wes Bliss asked if there was a way to take POA cards and stickers from people who sell their property. He also expressed a concern about boats left on the lake by owners who have sold their property. Mr. Bliss also asked if BSL Technology business should be conducted at BOD meetings.

Tim Gabriel stated that a change should be made in the way we enforce the permit process in order for erosion control to be implemented prior to construction or land being cleared. He also stated that a silt fence should be installed and maintained during construction.

OLD BUSINESS

- 1 Tom Nichols made the motion to accept the auditor's report. Ray Robinson seconded. Motion carried.
- 2 In reference to procedures for fining non compliance issues Bill Wakefield motioned that we maintain the procedure that is stated in our present Covenants with the Board of Adjustments levying fines.
Ray Robinson seconded motion. Motion carried.
- 1 Ray motioned to table goals for 2004-2005. Motion carried.
- 2 The General Manager reported that the final review for the Status Log will be in December.

NEW BUSINESS

- 1) **IRA Plan** – Bob Winters motioned to let the finance Committee review the IRA plan for employees and to bring recommendations back to the BOD before implementing it. Ann Faison seconded the motion. Motion carried.
- 2) **Resolutions** - Bill Wakefield motioned to accept the resolution authorizing the General Manager to execute limited contracts. Ray

Robinson seconded motion. Motion carried

- 3) **Boats** – Bill Wakefield made a motion for property owner’s to bring boats onto lake for a test drive with a limited time frame of one day. Motion seconded. Motion carried.
- 4) **Re-Allocating/Re-Assigning Funds for Maintenance & Police Departments** – Bill Wakefield made the motion re-allocate \$2,480.00 for the Maintenance Department and re-assigning \$7, 823.20 of capital funds for Police Department. Ray Robinson seconded motion. Motion carried.
- 5) **AED** – Bill Wakefield motioned to accept the AED donated by the Lake Royale Christian Ministries. Tom Nichols seconded the motion. Motion carried. A motion was made that Robert should send a letter of thanks to Lake Royale Christian Ministries. The motion was carried.
- 6) **New Finance Committee Member** – James Tanner motioned that Helena Kotynski be appointed to the Finance Committee. Bill Wakefield seconded the motion. Motion carried.
- 7) **Board of Adjustment Positions** – No action was taken at this time on expanding the BOA to 9 members.

1 Meeting adjourned