

PAUPACKAN LAKE ASSOCIATION
BOARD OF DIRECTORS MEETING
December 15, 2012
Meeting called to order at 9:00 am.

Roll Call:

Board Members	Present	Absent
Rolland Grote (President)	X	
Al Grabon (Vice President)	X	
Joe Stack (Secretary/Treasurer)	X	
Bob Semian	X	
Michael McTiernan (Security Chair)	X	
Chris Borton (Roads and Maintenance Chair)	Phone	
Others/Chairpersons		
Anthony Magnotta (Attorney)	X	
Karen Kilgallen (Business Manager)	X	
Sam Martin (PLCC President, Emergency Management)		X
Chuck Marsh (Rules & Regulations Chair)	X	
Leo O'Reilly (Finance Chair)	X	
Carole Sueling (Election and By-laws Chair)		X
Tony Mazaitis (By-Laws Chair)	X	
Joe Stack (Strategic Planning Chair)	X	

Kathy May Showers resigned from the board at last meeting.

MOTION: Bring Chuck Marsh onto the board to replace Kathy May Showers

MADE BY: Rolland Grote

SECOND BY: Michael McTiernan

VOTES: All in favor, None opposed. MOTION CARRIED

Reading of the Minutes from the last meeting were read by Rolland Grote

MOTION: To approve minutes WITH changes

MADE BY: Al Grabon

SECOND BY: Chuck Marsh

VOTES: Bob Semian opposed. All others voted yes. MOTION CARRIED.

Financial

1. In discussing the overpayment of Givler charges, Rolland suggested we establish a procedure where we identify which board members should approve which expenses BEFORE checks are written. We will establish this procedure for all bills over \$1000. We'll add the roles of who approves which bills to the Board Roles and Responsibilities document.
2. Joe and Karen will ensure that the December P&L statement accurately matches what we've been billed by Givler. Rolland and Chris will get together and verify the accuracy of the charges (or dispute it with Givler)
3. Karen has all of the right info to resolve the homeowner payments for weed treatment so that the association P&L will become zero balance.
4. Karen will draft a letter to the insurance company (for board approval) to get a statement from the insurance company on what they'll reimburse.
5. Tom Halpin handed out an accounting of all of the money and the balances for the PLCC, so that we can track this monthly.
6. Karen mentioned that 2013 bills have been sent out and she's starting to receive payments and questions, which she's responding to usually clarifying homeowner account histories (in writing).
7. Karen and Chris Hartzel will outline improved procedures for recording fines.
8. Tony will perform a title search on 214 W. Shore drive (due to old truck illegally on property)
9. Karen and Joe will work together to store all board approved minutes and approved reports in the office, so they're accessible to association members.

MOTION: To proceed with foreclosure action against 69 Windsor,

MADE BY: Rolland Grote

SECOND BY: Michael McTiernan

VOTES: All in favor, none opposed. MOTION CARRIED

MOTION: To approve Financial Report WITHOUT changes

MADE BY: Al Grabon

SECOND BY: Chuck Marsh

VOTES: All voted yes. MOTION CARRIED.

Communications and Legal

1. Tony will email Aqua to clarify their request for easement between East and West Shore drive.
2. 11 Stuart, 86 Windsor, 84 Hummingbird. Michael will follow-up with Alex Konopka to get estimate for trash removal.

Unfinished Business

1. None

Committee Reports

WATER

1. None

ROADS and MAINTENANCE

1. Maintenance contract: Pre-qualification forms were sent out, 3 received, but one disqualified due to lack of required equipment and supporting information. Brindle and Konopka bids were received. For next year we may want to bid snow plowing and general maintenance separately to optimize the bids in each area.

MOTION: Hire Alex Konopka for the 2013 General Maintenance contract

MADE BY: Al Grabon

SECOND BY: Bob Semian

VOTES: All in favor, None opposed. MOTION CARRIED

LAKE

1. For the January meeting, Chuck Marsh and Bob Semian will review opportunities to improve the lake (possibly cutting lower stumps that stick up high) and present a recommendation to the board.
2. Due to the large number of seagulls on the lake recently, Rolland also asked Chuck and Bob to investigate whether there's anything that we should do regarding seagull feces to ensure it doesn't harm the lake. Consult with Bill Kirkpatrick.

SECURITY

1. Security system has been installed at the office.
2. Joe and Michael will work on an overall plan and procedure to use to create the RFP for a video system before we ask for bids and vote.
3. Michael showed an example of the car placards we purchased. He pointed out that with increased visibility, it may help discourage bad behavior.

SPILLWAY

1. Construction is proceeding on the spillway. Footers are in. They are behind schedule but claim they can make the time up, so Chris Borton is requesting a revised schedule.

RULES & REGS

1. No necessary updates
2. The Sloto dock situation was discussed. The footers have been removed however dock work was done without a permit from the Association so it violates rules and regs and will be cited.
3. Tree permit approvals and reviews are up to date.

EMERGENCY MANAGEMENT

1. Tom Halpin reported that the generator which was approved last meeting will be purchased this month and the electrical work will be done as well.
2. A recommendation for what work would be needed to provide alternate access to dead-end roads is needed, in order to ask property-owner permission to do the work.

COMMUNITY CONNECTIONS

1. Tom Halpin mentioned there is enough funds for the upcoming Christmas parties.

STRATEGIC PLANNING

1. Joe sent a pdf version of the Strategic Plan to Steven Telepchak to put on the website with the Vision Statement.

New Business

1. None

Adjournment

MOTION: To Adjourn at 11:35

MADE BY: Al Grabon

SECOND BY: Chuck Marsh

VOTES: All in favor, none opposed