

**INDIAN LAKE PROPERTY OWNERS ASSOCIATION, INC.**  
**BOARD MEETING-MINUTES**  
**NOVEMBER 10, 2017; 1:00 pm**

**ROLL CALL**

- PRESENT: Mary Beth Huffman, Mark Miller, Lee Campbell, Don Kalista, Bob Klein, Wayne Kuethe, Scott Cason, Dan DeJoe. Also present: Michelle Cason
- ABSENT: Bob Grady

**OFFICER REPORTS**

**PRESIDENT'S REPORT - Huffman**

- Water Company
  - Subcontract Status- ILPOA invoiced Water Company for 3 repairs on Lakeside Dr., for a total of \$759.74. Will send another invoice next week for 5 repairs done.
- PSC Update from Counsel
  - The Commission will convene with an evidentiary hearing on the merits of the rate increase on Monday November 27, 2017 and continuing as necessary on November 28, 2017 and November 30, 2017. Right now, there will not be a board member attending the evidentiary hearing.
- Upcoming Meetings:
  - Board Meetings- December 8, 1pm (Swearing in of New Board Members). January 12, 2018 at 1pm
- Review of Annual Meeting
  - There was 74 Members attending, which counted as a Quorum for the annual meeting.

**SECRETARY'S REPORT- Kalista**

- Kalista made a motion to approve the October, 2017 Board Meeting Minutes. Miller seconded that motion. Vote: Yes-7 No-0.
- Election
  - Marsha Schramm- Will be getting with the office on the items she needs for the election.
  - Election Day- Election day is November 14<sup>th</sup>. Schramm and Kalista will be picking up ballots at the Post Office at 9:00 am.
  - 5 people reported that they didn't receive their ballots. Two of those members didn't submit their correct mailing address to the office.

**TREASURER'S REPORT-Kuethe**

- October, 2017 Financials submitted for approval. Kuethe motioned that the financials be accepted as written. Miller seconded that motion. Vote: Yes-6 No-0.
- External Audit
  - Amanda Wiggins (Keane Auditor) and assistant came into the office on Wednesday November 8<sup>th</sup> to finish up the audit. Auditor reviewed some documents, stated that financials are generally in order, and that no misconduct was found. Still looking into the inventory of the assets part of the audit.
- Interest Rate Calculation

- Will be looking into this further in the next couple of weeks.
- Budget
  - Kuethe passed out worksheets for the 2018 budget. Board Members need to fill out the worksheets and give to office by Monday November 27, 2017, so the budget can be inputted. Will review the budget draft in the December board meeting with new board members.
- Internal Control Checklist
  - Did an internal audit this week everything is in order. All questions were answered satisfactory.
- Money moved from Dock Rentals to Dredging. Will move the dock rental money at the end of the year.

### **OLD BUSINESS**

- Gate Committee Review
- Issues
  - Having issues with the exit gate in the morning time. The gate tries to close for about 5 minutes then it finally closes. Brad was out Wednesday and didn't have any issues with the gate when he was here.
- Parking Lot Changes
  - Klein will put the parking lot changes on his schedule for the maintenance guys to get done.
- Bill of Extra Cards/RFIDs
  - Will put the extra cards on the member dues invoice.

### **NEW BUSINESS**

- Member Suggestion: Look into logging on 70 + acres of common area.
  - Member is willing to do a presentation on logging or help to find a logger. This could be a way for the Association to earn some revenue.

### **COMMITTEE REPORTS**

#### **OFFICE – Kalista**

- Process for Billing/Taking in Water Company Work
  - When we get ready to send invoices, will get with accountant to help put it in QuickBooks so it will not count against Maintenances budget.
- Website
  - Kalista and Campbell starting working on new website. Started working on email addresses. All Board members and the different departments will have their own email address. Have full access to the domain right now. ILPOA will control the website. The new email address will help the office send out better emails to the members. ILPOA will have the ability to put important announcements at the bottom of the website for better communication for the members.
- Open Staff Position

- Emailed previous applicants. Haven't received any response back yet. Will post job ad in newspaper after the holidays.
- Data Sheet to go out with the bills
  - Formatted the sheet that goes out with the members' dues. Put on the sheet where members can put their expertise to help out the Association.
- Review of Employee Handout/Confidentiality Policy/Drug
  - Will review the employee handout and policies after the election.
- Directory
  - Suggestion: Have member contact information on the website and have office print the directory out for members that would like to have it.
- Dues Increase
  - 1.8 % increase

### **BUILDING PERMITS - Campbell**

- Update-Denton
  - Denton's submitted for a building permit after the work was finished. His drawings are still the same as what he built, nothing has changed. The drawing of the new structure is not the same size as the old structure. Will deny building permit drawing submitted and will have attorney send them a letter.
- Committee for Contractors/Vendors, etc. Update
  - Had first meeting on Tuesday November, 13 2017. Committee is making sure that all service vehicles have a access into gate. Discussion about giving members codes for their guest to come in when they have a party. Member has to let us know when the party is and the time. The code will only be used for that day only and on a time frame. Phase III: will work on contractors in when there is no guard on duty.
- 1886 Lakeshore Property
 

A potential buyer is looking to put in a dock on this property. The Board reviewed the dock submittal and it is not within the guidelines of IH documents. The Board noted that it would not approve a dock permit.
- Update Building Code
  - Campbell would like to change the building code definition for "pole barns". Current code says Section 3. Prohibited Structures. A. Vertically sided metal buildings commonly known as "pole barns". B. Manufactured and modular homes. Would like to change it to say, A. "Pole barn" is typically defined as a building with no foundation and with sides consisting of corrugated steel or aluminum panels supported by poles set in the ground typically at eight-foot intervals. B. Manufactured and modular homes. Campbell made a motion that we adopt the new definition for Section 3. Prohibit Structures Part A. in the ILPOA building code. Klein seconded that motion. Vote: Yes-6 No-0.

### **LAKE, DAM, SPILLWAY - Grady**

- Goose Hunt
  - Nothing new on the goose hunt.

### **LEGAL - Miller**

- Accounts Receivable

- 40 members and 2 advertisers that owe us \$43,000. Of those 40 members, 31 of them owe 2017 dues. This has been virtually the same for the past 6 years. 13 accounts are still open, have filed suit against 3, judgement against 2. There are 3 members that we are in process of filing suit against, Breese, Brown and Haws. One member owes us 1200.00, Miller made a motion that we authorize the attorney to file suit against this member to collect what she owes. Campbell seconded that motion. Vote: Yes-6 No-0
- Delinquent Accounts
  - There are 3 members that the attorney can't find to sue them. Attorney may have found a way to actually get a judgment against the property not the member.
- Nuisance Properties
  - 1545 Lakeshore – Have pictures of the property, will send to the attorney. They filed a response, which we will have to file a request for recovery.
  - 1800 Lakeshore – Attorney has drafted a petition to pursue them.
  - 2459 San Chez (Motor Home) – Moved motor home. Will keep an eye on it.
  - 759 Squaw- Sent 1<sup>st</sup> letter last week. Has 45 days to clean up property. Will be sending second letter.
  - 2122 White Fawn- Sent 1<sup>st</sup> letter last week. Has 45 days to clean up property. Will be sending seconded letter.
  - 1990 Lakeshore- Septic system is in and Crawford County has signed off on it. Association is not going to give them their building permit refund back until they seed and put straw down.
  - 1723 Lakeshore- Crawford County is watching their septic system. It appears to be leaking but Crawford County thinks it is from a water company leak.
- Trail Road Lawsuit-
  - Bayless is using Trail Road. Brand called the police on him, and police said they were told he could use the road.

### **MIP-Miller**

- Assessment Billing (if approved)
  - If approved, we will need to start billing in 30 days. Will bill in December but not due until June. Will send out a separate bill for the assessment.

### **ROADS AND MAINTENANCE**

- Bob Brunts-
  - Brunts had until late last week to respond back to us on the damage gate. ILPOA hasn't heard back from him or his daughter. Will have attorney file suit against them.
- Road Patching Update
  - Finished up the 3 road repairs at 1607 lakeshore and the two on White Hawk that was on the maintenance schedule. Next week will start working on the water company road repairs.
  - Promoted Matt to maintenance supervisor. Working with guys to repair the roads from the water leaks. Weekly to do list, Matt will make sure that the list gets done.
  - The outlet structure, boards were removed on November 2, 2017.

- Removed the fountain at the beach and winterized the outside restrooms.
- Bobcat
  - Have to have 2 hydraulic motors, about a 1,500.00 cost, have it in the budget for this.
  - Will enclose the salt shed and close the maintenance shop lean two. Trying to improve the storage of our equipment and being able to work on the equipment.
  - Blue truck needs air shocks to be able to use the salt spreader this winter.
  - Need to order 25 tons of salt by December 31<sup>st</sup> to get it at our quoted cost, about \$2,000.
  - In the next month or so and depending on the weather, will start cleaning out the culverts.
- Cove 9 Bridge
  - Sealed the concrete deck on October 26<sup>th</sup> and 27<sup>th</sup>. Right now just watching the bridge.

### SECURITY

- Staffing
  - Getting budget ready, how soon will ILPOA cutting down staffing at the gate? Will put in the budget for more roving patrol hours and water patrol hours. Can move budget around when we phase out staffing at the gate.

### MISCELLANEOUS

- Club News
  - Ladies Club- Christmas party is on December 9<sup>th</sup>
  - Men's Club- Christmas party is on December 2<sup>nd</sup>.
  - Booster Club- Booster Club still has about \$8,000 left to spend before the end of the year. Needing a better security camera at the exit gate. Brought in enough donations plus more for the new sign they bought. Looking for advertisers for the new sign. Looking into getting internet at the Community Hall so certain members can access the new sign from home.

A motion to adjourn was made by DeJoe and seconded by Miller. Vote: Yes-6 No-0

Donald Kalista

Donald Kalista, Corporate Secretary

November 10, 2017

Date