

INDIAN LAKE PROPERTY OWNERS ASSOCIATION, INC.
BOARD MEETING-MINUTES
DECEMBER 8, 2017; 1:00 pm

ROLL CALL

- PRESENT: Mary Beth Huffman, Wayne Kuethe, Bob Klein, Lee Campbell, John Richmond, Mark McLean, Robert Christensen, Don Kalista.
- Absent: Scott Cason and Michelle Cason

MEMBER FORUM

- Bob Brown
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ORGANIZATIONAL MEETING

- Kuethe made a motion to accept the Organizational chart as written. John Richmond seconded that motion. Vote: Yes-7 No-0
- Swearing in New Board of Directors
 - John Richmond- 3year term
 - Robert Christensen- 3 year term
 - Mark McLean- 3 year term
- 2018 Election of New Officers:
 - President- Mary Beth Huffman
 - Vice President- Robert Christensen
 - Treasurer- Wayne Kuethe
 - Assistant Treasurer- John Richmond
 - Secretary- Don Kalista
 - Assistant Secretary- Scott Cason
- 2018 Election of Department Chairs
 - Roads and Maintenance- Bob Klein- Vice Chairs- Mary Beth Huffman & John Richmond. Member at Large: Bob Grady
 - Lake, Dam and Spillway- Mark McLean- Vice Chair- Scott Cason
 - Building Permits- John Richmond- Vice Chairs- Lee Campbell & Wayne Kuethe
 - Legal- Lee Campbell- Vice Chair- Don Kalista
 - Security- Scott Cason- Vice Chairs- Mary Beth Huffman & Robert Christensen
 - Office- Don Kalista- Vice Chairs- Lee Campbell & Wayne Kuethe
 - Major Repair Projects- Co- Chairs- Mark McLean & Robert Christensen

OFFICER REPORTS

PRESIDENT'S REPORT-Huffman

- Water Company Update
 - Subcontract Status- IHUOC still hasn't paid for the invoices bill from road repairs. They have 30 days to pay the invoice. Invoices have been sent for all the road repairs that were finished.
- PSC Update from Counsel-
 - Evidentiary meeting was held at the end of November. Can watch the meeting on-line.
 - Written closing arguments due on January 4, 2018.
 - Commission considers written arguments for a couple of weeks. Commission will have some kind of judgement in the first couple of weeks in February.
 - Company and staff have already agreed on a 648.5% increase, public council is fighting for a 444% increase.

- Leak repairs expense is becoming a big deal, as nothing had been taken care of for years, may not be the last increase.
- Still looking at seasonal rates, but not as good as we'd hoped.
- Upcoming Meetings:
 - Board Meetings- January 12, 2018, February 9, 2018, 1:00pm at the Community Hall
 - Quarterly Meeting- January 13, 2017 9:00am at the Community Hall
 - Neighborhood Forum- January 13, 2017 10:30 am to 12:30pm at the Community Hall

SECRETARY'S REPORT- Kalista

- Kalista made a motion to accept the November meeting minutes. Campbell seconded that motion. Vote: Yes-7 No-0.
- Election
 - Policy Review- Will review election policy to see if there should be any changes.
 - Post office Box- Picked up 53 votes three weeks after the election date. 7 votes had wrong address, 11 votes had no postage, 28 votes were post marked on 11/13, 6 of them were post marked on 11/14 and 1 was post marked on 11/16. We need to communicate with the members on getting them mailed out in a timely manner.

TREASURER'S REPORT- Kuethe

- November, 2017 Financials submitted for approval. Kuethe made a motion to approve the financials as presented. Christensen seconded that motion. Vote: Yes- 7 No-0
- External Audit
 - Auditor recommended that we have a record retention policy in place. To substantiate costs of expenses documentation should be retained for a stated period, generally seven years, from the end of the fiscal year that the expense is incurred or an income is earned/received. Documentation pertaining to the costs of fixed assets should be retained for the duration of time the fixed asset remains on the balance sheet, plus the stated retention period. Without such documentation the basis of long-loved assets cannot be proven. In the next couple of months, board members will be doing an audit of all the fixed assets. An audit will look at the assets we have listed, but an inventory would go through and make sure everything we have is now tracked. We will do an inventory of all assets in the next couple of months.
- Budget
 - In 2018, the revenue will be \$404,500.00 if all members pay their dues. Chairmen have budget their budget together, total expense will be 392,000.00. \$16,000 of the 404,500 is dock rental income that is not used to spend. What is left of the \$16,000 for dock repairs, the money will be moved into the lake dredging fund.
- Interest Rate Calculation
 - Still working on the interest rate calculation for finance charges.

OLD BUSINESS

- Gate Committee Review
- Phase II Report/Vote
 - The committee called vendors to see how cards they will need and the type of access they need to get into the gate when there is no gate guard on duty. Vendors are not getting more than 2 devices to get into the gate. Member will need to buzz in some vendors, if not emergency, like CenturyLink and Charter. Starting January 1, the hours for gate guard on duty will be changing. Gate guards will not let guests in; guests will have to call members to get in. Klein made a motion to accept the vendor card/tag system list. McLean seconded the motion. Vote: Yes-7 No-0.
 - Guard Hours at the Gate- Starting January 1st 7:00am to 5:00pm, Monday-Saturday. Will send an email out to members to communicate on the gate update. Lee made a motion starting to change the gate hours from 7:00am to 5:00pm starting January 1st. McLean seconded that motion. Vote: Yes-7 No-0
- Car Damage

- There was an issue with a member going through the gate and the arm came down and damaged their car. It was turned over to ILPOA's insurance company; it is in the insurance companies hands.
- Parking Lot Changes
 - Looking into putting a barrier up by the office parking lot so people can't go through the Exit gate from the office parking lot. Getting a One Way sign up by the office parking lot so people know it is a one way road going out of the lake.
- Logging-Update
 - Cason and Huffman went down and looked at ILPOA 71 acres to log off of. A member looked at the 71 acres and said there is a good chance there is money there from logging. Huffman is going to be putting together a bid sheet for loggers. Loggers will give 50 percent of what they make off the logs.

NEW BUSINESS

- Propane Contract
 - The propane fixed price agreement through MFA expired April 2017. Klein is putting together a request for quote to other propane companies to get a better price for Propane.

COMMITTEE REPORTS

OFFICE-Kalista

- Process for Billing/Taking in Water Company Work
 - Working with accountant to set up invoices for Water Company in QuickBooks.
- Website
 - Working on transferring new website from old website before going live with it. Still working on getting mass emails out to members faster. Looking for member with experience with website to help get it live. With new website, board members and the office will have their own email addresses. Members will be able to update their information on the new website, member's information will be password protected, and nobody will see this information.
- Open Staff Position
 - Advertised on indeed.com and Rollanet.org, got a lot of response back from the ad. Kalista is going through all the resumes and founding out which of them are interested in the job based on the days and hours. Looking for someone 1 to 2 days a week and for every other Saturdays.
- Invoices Ready to go out
 - Invoices were taken to post office to be mailed Dec 8th. The renewal for Proximity card invoices were in the envelope with the dues.

BUILDING PERMITS- Campbell

- Update Denton
 - Resubmitted the structure drawing from structure built, there is no changes on the drawing from what was built. We drafted a response back to them stating, they needed to change the structure according to ILPOA building policy and resubmit the building permit deposit check.
- Updated Policy Recorded with Rules and Regs
 - The policy is for the update building codes. These changes are due to the new rule that went in for the construction activity. The only change is for Section 1, adding the number of Structures, Setbacks and Construction hours. "Section 27- Outdoor Construction Noise- No outdoor construction activity may take place outside the hours of 7:00am to 8:00pm Monday through Friday or 9:00am to 7:00pm on Saturday, Sunday or holidays. Construction activity includes but is not limited to construction vehicles, deliveries, construction." Adding Section 12 part G. Maximum width of any delivery is restricted to 10'6". Anything wider will not fit through the front gate and will be turned away. Campbell made a motion to add Section 12 Part G to the building code. Christensen seconded that motion. Vote: Yes-7 No-0

LAKE, DAM, SPILLWAY

- Goose Hunt
 - Geese have left, not hunting right now.

LEGAL

- Accounts Receivable
 - 32 members owe us \$40,788.32. Of those 32 members, 28 of them owe 2017 dues. There are 3 members that we are filing suit against, Breese, Brown and Haws.
- Delinquent Accounts
 - 12 members we are getting the attorney involved to get payment. Of those 12 members, 7 members owe us over \$1,000.00.
- Nuisance Properties/Review Sheet
 - 1545 Lakeshore- Pushing back against us. They hired an attorney, thinks we are picking on them. Took pictures of property and sent the pictures to attorney.
 - 1212 Lakeshore- Dock back into water
 - 1248 Lakeshore- Went through court, son has showed up and started cleaning up. Dock removed, new rock sea wall installed. This nuisance is closed.
 - 1800 Lakeshore-Sent a couple of letters, not response back. Will be turning over to attorney.
 - 2072 Lakeshore- Disturbing neighbors, perhaps residence in shed? Complaints on tree in neighbor's yard. Will monitor for rule infractions, trash building up.
 - 759 Squaw- First letter sent out on September 1. Getting ready to send out second letter.
 - 2122 White Fawn- First letter sent out on September 1st. Getting ready to send out second letter.
 - 1990 Lakeshore- Septic complete, building permit deposit back to them.
 - 2461 San Chez-Septic- On Crawford County's monitor list.
 - 868 Lakeshore-Septic- On Crawford County's monitor list.
 - 1723 Lakeshore- Septic- Crawford sent letter that open sewage has been observed. Crawford gave them 30 days to do a soil test.
- Trail Road Lawsuit- Nothing new

MIP

- New Committee
 - Robert Christensen and Mark McLean are heading up the MIP. Needing to regroup and looking at getting a new committee going. Mark Miller will still be on the committee but not going to be the leader anymore. Thinking about changing the name from Major Improvement Project to something different.

ROADS AND MAINTENANCE- Klein

- Road Patching Update
 - Will be ordering about \$1500.00 worth of road salt by the end of the year, to honor our quote from the company we are ordering it from.
 - Enclosed the open end of the Lean-to connected to the Maintenance Building to store equipment and protect it from the weather.
 - Bobcat-put two hydric motors in the Bobcat, it is operational again.
 - Installed new springs and shocks on the blue truck to assist truck carry the heavy snow plow.
 - Have completed 16 repairs for the Water Company, for about \$3800.00. There was 21 repairs on the Water Company list, 2 of the repairs they repaired themselves, 3 of them we were not able to get to because of

the weather.

- Working on the salt spreader, installing a new conversion kit to turn it into an electric version.
- Booster Club as donated \$2,300.00 for a new carport at the maintenance shop. 20 foot wide by 26 feet long by 10 high. We get Carport around the end of January beginning of February.
- Pothole maintenance over the winter is throwing some rock in the pothole and compact it. Too cold to put cold mix in the hole.
- Looking into cleaning out member culverts on the list starting the first of the year and cleaning up the maintenance yard.

SECURITY-Cason

- Issues
 - Having problems with people piggy back onto the car in front of them. Having people going in the Exit gate.
- Camera System
 - Looking at replacing aging camera system at the gate. Booster Club has donated \$1000.00 toward the new system already and we will be looking for additional donations from the community and clubs to help fund the new camera system at the gate. Once new system is in place the older cameras will be repurposed to provide additional coverage at other areas of the community. New system will give remote access capabilities to roving patrol, board members and law enforcement officers for review of incidents.

MISCELLANEOUS

- Clubs
 - Ladies Club- Luncheon on December 9th. Ladies club paid for battery backup, wifi router and the first year of internet for the Community Hall.
 - Booster Club- meeting January 20th from 9:00am to 12:00 pm at the Community Hall. Booster club donated \$1,000.00 towards the new camera system and maintenances lean-to.
 - Men's Club- meeting January 6th from 9:00am to 10:00am at the Community Hall.
- Communication
 - All communications will be coming from Huffman or/and Kalista. Board members do not need to be commenting on Nextdoor or the Facebook page.

Motion to adjourn made by Klein and seconded by McLean. Vote: Yes-7 No-0.

Donald Kalista

Donald Kalista, Corporate Secretary

January 12, 2018

Date