

# LLPOA

## Meeting Minutes

Date: 2/21/2021

Time: 12:00 PM

Location: Virtual Zoom Meeting

**Roll Call:** President: Aaron Mook, Vice President: Damien Miller, Precinct Directors: Dave Merrill- Precinct 1, Lorin Ahlers- Precinct 2, Joyce Jarding- Precinct 3, Doug Wells- Precinct 7, Shelia Rooney- Precinct 8

**Absent:** Treasurer: Rich Fluhr, Ted Simon- Precinct 5-unexcused absence #4, Dan Freese- Precinct 6

### Virtual (Zoom) Meeting:

- **Motion:** Board to suspend the Roberts Rules article 12<sup>th</sup> Edition 937 electronic meeting.
  - o By Aaron, Second by Damien
    - Voted: Dave, Lorin, Doug, Joyce, and Shelia; Opposed: None
      - **Motion carried.**

Action items	Person responsible	Deadline
Robert Rules article 12 <sup>th</sup> Edition 937 suspended.	Executive/Board Members	Today's Meeting.

### Nomination President:

- **Motion:** Nominate Aaron Mook as President.
  - o By Damien, Second by Lorin
    - Voted: Sheila, Dave, Joyce, Doug; Opposed: None
      - **Motion carried.**

Action items	Person responsible	Deadline
Aaron Mook is President.	Executive/Board Members	Today's Meeting.

### ByLaws Rule:

- June 28, 2020 spring membership this rule was put into placed.
  - o "Any LLPOA member or group who is determined by the board to be disruptive, threatening, or violence will be asked to leave the meeting and area immediately, if any member or group refuses to remove themselves from the meeting the Jackson County Sheriff's Office will be called and a disturbing the peace complaint will be filled against them."

### Reviewed Meeting Minutes:

- Shandra had not provided the board with the meeting minutes.
  - o **Motion:** Table the meeting minutes until the March 2021.
    - By Damien, Second by Sheila
      - Vote: Aaron, Dave, Joyce, Doug, and Lorin; Opposed-None
    - **Motion carried.**

Action items	Person responsible	Deadline
Table meeting minutes until next meeting.	Board	March Meeting.

### Treasures Reports

- Rich is unable to attend the meeting today.
- Transaction by Account-February 18, 2021
  - o Discussed snow and salt fees. Harry salted roads and will turn in his gas receipts for gate 9 to the board.
- Profit and Loss

- Reviewed with no questions.
- Balance Sheet-As of February 18, 2021
  - Reviewed amounts in assets, liability and equity in each account, there were no questions.
- Budget Overview- September 1, 2020 – February 18, 2021
  - Overview of each committee
  - Divided in three columns:
    - 1st-Expense, 2nd-Budget, and 3rd-\$ Over Budget
    - Those with negative behind are no over budget, those without negative are over budget.
  - Bernard Rescue & Fire Dept.-Discussed looking into donating to both divisions fire and dry rescue \$300 each. Will add to the spring membership agenda to discuss.
  - **Motion:** To accept Budget Overview sheets.
    - By Lorin, Second by Sheila
      - Vote: Yes-Dave, Doug, Damien, Lorin, and Joyce. Opposed: None
      - **Motion carried.**
- Check Details-February 1, 2021 – February 18, 2021
  - Reviewed and noted the last check details provide from last meeting to this meeting is missing dates of January 20, 2021 – February 1, 2021. This maybe a mistake in dates but missing 3715-3720.
    - Will relook at dates.
- Vendor Balance Summary- February 28, 2021
  - Reviewed and need to be paid.
  - **Motion:** To approve Vendor Balance Summary sheet.
    - By Dave, Second by Damien
      - Vote: Yes-Lorin, Sheila, Doug, Aaron, and Joyce. Opposed: None
      - **Motion carried.**

Action items	Person responsible	Deadline
Check Details look into missing dates.	Aaron-President.	This Week.
Discuss split donation to Bernard Fire and Dry Rescue.	Board	Spring Membership Meeting.

### Committee Updates:

- Dave- Lake Management
  - Blue heron lots of dirt generated, 3 to 4 hundred truck loads. Will discuss at the spring membership meeting options of use and getting rid of the dirt (members use, sell to contractors, etc). Will take months once weather is good to dry out.
  - 3 parties involved in the budget
    - Jeff Hartman, Kevin Boch, and Terry Gravel
  - Lake budget is \$27, 275
    - 7 days was the bid, plan to come in under 7 days
  - **Motion:** Board to approve the continued work on the lake.
    - By Dave, Second by Sheila
      - Vote-Yes: Aaron, Damien, Doug, Lorin, and Joyce; Opposed: None
      - **Motion carries.**
  - Dry Hydrant
    - Meet with the Barnard Fire Department on options to putting in dry hydrants that will stick out of lake 6 feet to pump water from the lake. Locations discussed were by blue heron and beach. Looking into cost sharing or grant options. Will need to take into consideration lake levels and usage for outside of the lake.
  - Pontoon Boat Slip

- A member would like to put in a 6-boat slip at member's cost. They are requested to have one to themselves and the board to decide how they want to proceed with the other spots (lease, bid, etc).
  - Fish Audit
    - Discussed having shocking of the fish to see what kind of fish there is in the lake. Depending on the finding will follow the recommendations on stocking, limiting of fish caught, and any guidelines. This may require updating and adding of signs on the lake. The vendor is out of Cedar Rapids and the boat that will be used will be gas. Will need the board permission to proceed. Will discuss at a future meeting.
  - Kayak Stickers
    - Discussed requiring annual stickers on kayaks, will review at spring membership meeting.
  - Pavilion
    - Discussed overview of layout, cost of lumber, concrete, and will line up another Zoom meeting in 2 weeks. Open to all board and members to attend.
    - Spring meeting look at tent rental from Bel-Aire. Thought cost was \$650 last year, will verify cost for rental and to purchase.

Action items	Person responsible	Deadline
Discussion of dirt usage and removal options.	Board	Spring Membership Meeting.
Schedule pavilion meeting and get quotes for lumber.	Dave	Two Weeks.
Contact Bel-Aire tent rental on cost to rent/purchase.	Lorin	Next Meeting.

## **President Updates**

### **Ice Fishing:**

- Seeing more people without flag, entering in at the opposite side of the beach.

### **Bathroom Cleaning:**

- Theresa would like to withdraw her bid, she made a mistake bid was too low, and is now unable to do it. Sue Glasser is willing to take over Theresa's bid but unsure what the bid was. Will need to check with Rich on bid that was provided.

Action items	Person responsible	Deadline
Verify the bid for bathroom cleaning with Rich,.	Aaron	This Week.

### **Treasure Resignation:**

- Rick Fluhr has submitted his resignation letter to the board. He will step down on March 5, 2021 this will allow for association accounts to be year to date and quarterly finance reports/balance turn over to the President. They will work on state of Iowa bi-annual report and bank requirements.

### **Open Board Positions:**

- Treasurer
  - Will determine qualifications for this position. The applicants will need to apply with resume. Will work with Bylaw/SOP Committee and see what other associates are doing.
- Secretary
  - Need to fill this position.
- Both positions will be advertised/post on website for all members. Board will review all applicants resumes.

Action items	Person responsible	Deadline
Determine qualifications for Treasure position and present to board.	Bylaw/SOP Committee	Next Meeting.

**Attorney Updates:**

- Past Secretary Shandra Williams has not turned over the LLPOA computer, recorder, and documentation after multiple attempts. She will be served letter by Police Officer.
- Financial Information- Our attorney had received and will be passing it along to Lorin Ahler’s attorney.

Action items	Person responsible	Deadline
Letter served to Shandra Williams via Police Officer. Board		This Week.
Financial information will be passed to Lorin Ahler’s Board Attorney attorney.		This Week.

**Precinct 4 Director:**

- Shannon Leppert would like to be Precinct 4 Director.
- **Motion:** President Aaron nominates Shannon Leppert as Precinct 4 Director.
  - o By Aaron, Second by Dave
    - Damien, Lorin, Doug, Shelia, and Joyce: Opposed: None
    - **Motion carried.**
- Will provide him Precinct binder and email account information.

Action items	Person responsible	Deadline
Shannon Lippert Precinct 4 Director starting this meeting.	Board	This Meeting.
Provide Precinct 4 binder and email account.	Damien	This Week.

**501-3C:**

- Will meet with Dale Bishop on options to start looking into again.

Action items	Person responsible	Deadline
Look into options.	Aaron/Damien	Next Meeting.

**Spring Newsletter:**

- This was a secretary item but with the position not filled, will have the committee directors provide the information and board assist with putting it together.

Action items	Person responsible	Deadline
Draft spring newsletter.	Committee Directors	Next Meeting.

**Committee Updates:**

- Dave- Lake - stated earlier this meeting.
- Lorin-ByLaws-Next meeting this Saturday at 11 AM at the board room.
  - o Assessments-Warning letter regarding a member was shared with the board member. Will work on the final draft and send to President Aaron to review and give final approval before sending.
  - o Zoning- looking at this spring.
  - o Sanitation- garbage overflow, check into bigger dumpsters (Ditmer/Republic) and cost for all year as well as for spring and fall cleanup.
- Shelia-Security
  - o Sold 21 flags giving \$210 to the fund.

- Still no access to the dumpster security cameras, was informed the passwords are in the board room.
- Request for copies of members who's dues are paid, will talk with people using the facilities inappropriately. Will get this information from the Treasurer information.
- Damien-Roads-Meeting with River City Paving in a few weeks to look at what is needed to fix the roads. Will have a meeting with members to bounce ideas on how to repair the roads and increase funds.
- **Motion:** Any amount \$1000 or more will be presented to the board for approval.
  - By Aaron, Second by Dave
    - Vote: Yes-Damien, Doug, Joyce, Shelia, Shannon, and Lorin; Opposed: None
      - **Motion carried.**
- Will verify with ByLaws and SOP if this motion needs to be updates.

Action items	Person responsible	Deadline
Draft assessment letter send to Aaron for final approval.	Lorin	This Week.
Check on quotes for bigger dumpsters.	Lorin	Next Meeting.
Security camera access.	Shelia	Next Meeting.
Any amount of \$1000 or more needs board approval.	Board	Ongoing.
Will verify if ByLaws and SOP need to be update with the motion of \$1000 or more needing approval.	ByLaw Committee	Next Meeting.

**Entertainment:**

- We currently do not have an entertainment committee.
- Fireworks
  - -Flat River Fireworks was contacted for cost and dates to do fireworks this year. Cost \$3500 with 15% discount with \$500 take on top. The date would be June 26<sup>th</sup>. Licensed for Iowa and will provide permit. Last year paid \$3500 with 10% discount.

Action items	Person responsible	Deadline
Will verify if we are in contract with last years vendor, confirm dates, and permit information.	Aaron	Next Meeting.

**Open Discussion:**

**Zoom Meeting Recording:**

- This Zoom meeting is being recorded using board member's account. Board will look into getting their own Zoom account for future Zoom meetings.

**Office Keys:**

- Office door will be locked. Dave Merrill, Aaron, or Damien will have keys.

**Member Volunteers:**

- Will work on list of jobs that can be posted for members to volunteer via website. They can work with Committee or Precinct Directors.

Action items	Person responsible	Deadline
List of jobs members can sign up for.	Committee Directors/Board	Next Meeting.

**Tree Trimming:**

- Member Dave Gerhart will be volunteering to trim trees on the roads starting next month. Any member can help.

**Precinct Director Updates:**

- The directors shared feedback from their precinct as follows:
  - o Dave- Precinct 1-no update
  - o Lorin- Precinct 2- no update
  - o Joyce- Precinct 3- no update
  - o Shannon- Precinct 4- no update, new this meeting
  - o Ted-Precinct 5- unexcused absence
  - o Dan- Precinct 6 – approved absence
  - o Doug-Precinct 7- no update
  - o Shelia-Precinct 8 – no update

Action items	Person responsible	Deadline
Discuss Precinct 5’s unexcused absences.	Board	Next Meeting.

**Meeting Adjourned:** Motioned by Aaron, Second by Lorin, all in favor.

**Next Meeting:** March 21, 2021 at 12 PM, in person at the Pear Street office. Mask are required.