

LLPOA

Meeting Minutes

Date: 11/16/2020
Time: 12:00 PM
Location: Virtual Zoom Meeting

Roll Call: President: Regina Gabel-Reisen, Vice President: Aaron Mook, Treasurer: Rich Fluhr, Secretary: Shandra Williams, Precinct Directors: Dave Merrill- Precinct 1 (joined late), Lorin Ahlers- Precinct 2, Damien Miller-Precinct 4, Doug Wells- Precinct 7, Shelia Rooney-Precinct 8

Absent: Dan Freese- Precinct 6 and Ted Simon- Precinct 5-unexcused absences

Reviewed Meeting Minutes:

- No meeting minutes read.

Treasures Reports

- Balance Sheet as of November 16, 2020
 - Reviewed assets, liability and equity in accounts divided by committees.
 - Emergency Fund of \$15, 252.93, US Bank Money Market of \$5.97 is the taxes for the account.
 - Current Assets of \$208,055.00
 - Total Liability & Equity of \$203, 997.67
 - November 16, 2019 the balance was \$245,500.00 which \$39,000.00 was used for silt ponds.
- Budget Overview for September 1 to November 16, 2020
 - Expenses: \$13, 000.00
 - Budget of \$73, 562.00
 - Uncategorized amount of \$504.00, will verify what this expense was for.
- Check Details-October 2020
 - Drake Law Firm there were two different checks noted, check # 3695 might have been a written and void. Will need to verify.
- Vendor Balance Summary
 - Graves Signs – Is for tags expenses, last years were not invoiced or paid; therefore, we had to pay last year and this year’s invoices of \$1551.50. This will be taken out of the Security Committee funds.
 - Balance Summary- amount of \$6,706.86 is to be paid.
- Profit and Loss
 - Took in \$37, 516.94 for member dues from September 2020 to now.
 - 2021 dues are currently entered in the uncategorized and will be moved.
- **Motion:** The months financials and bills to be paid.
 - By Regina, Second by Shandra
 - Votes: Yes: Aaron, Damien, Shelia, Dave, Doug, and Rick; Opposed: Lorin
 - **Motion carried.**
- **Motion:** During downtime monthly bills will be paid without official meeting. Monthly print outs will still be provided to members.
 - **By Dave, Second by Shandra**
 - Votes: Yes: Regina, Aaron, Damien, Shelia, Dave, Doug, Rick, Dave, Shandra, and Lorin; Opposed: None

- **Motion carried.**

- In event an expense is more than \$1000.00 the Treasurer will contact the board prior to paying and request a Zoom meeting to discuss.

Action items	Person responsible	Deadline
Verify Check #3695 for Drake Law Firm was a written and void.	Rich	TBD.
Budget Overview uncategorized for \$504 to determine what it was for.	Rich	TBD.
October bills approved for paying.	Rich	TBD.
Downtime monthly bills will be paid without officially meeting and monthly printouts will be provide to the board.	Rich/Regina	Monthly.
In the event an expense is more than \$1000.00 the Treasurer will contact the board for a Zoom meeting to discuss.	Rich	When needed.

Fireworks:

- Discussion about firework expenses of \$3500 with a bonus of \$350 free if paid ahead of time. Aaron will look into another vendor. He will work with Shandra as she is on the committee.

Action items	Person responsible	Deadline
Looking at another vendor.	Aaron/Shandra	Next Meeting.

Closure of Bathroom/Office/Garage:

- Discussion the need to winterize the bathrooms, office, garage, fix bathroom door, and storage of supplies. Office has already done. Supplies will be stored at Aaron's shop. Will contact Theresa to cleaning of bathrooms. Winterizing bathrooms with anti-freeze-Gary Runde and Lorin volunteered, Damien and Aaron will provide the anti-freeze. Discussed shutting off the water hydrant vs leaving it on. A member has requested to have the hydrant on via email to Rich.
- **Motion:** To leave water hydrant on if it is a separate line.
 - By Dave, Second by Shelia
 - Voted: Regina, Shandra, Doug, Rick, Lorin, Shelia, and Damien;
 - Opposed: Aaron and Dave
- **Motion carried.**
- The water hydrant will stay on-Gary Runde, Lorin, and Delbert volunteered to work on with winterizing the bathrooms.

Action items	Person responsible	Deadline
Removal of supplies that will freeze and Sheila/Dave take to Regina's house.		Saturday.
Provide anti-freeze to Gary Runde and Lorin. Fix bathroom door.	Aaron/Damien	This week.
Cleaning of bathrooms, winterizing,	Theresa/Gary	This week.

Action items	Person responsible	Deadline
and leaving water hydrant on.	Runde/Lorin/Delbert	

Snow Removal/Salt:

- Discussed the bid provided by Frank Marshall, Sr. for \$250 for both sides for each time he plows. This is the only bid we received. We have a budget of \$4000.00.
- Salt:
 - There is a pallet of salt bags available to fill the 6 barrels, will check with Norm Vickers to fill and place.
 - When salt bags are low, Damien will work with Regina on ordering refill.
 - Skyline will be coming out to provide a bid for salting. When bid comes in will share with the board via email.
 - **Motion:** Frank Marshall, Sr. will do snow removal.
 - By Shelia, Second by Regina
 - Voted: Regina, Shandra, Doug, Rick, Lorin, Shelia, Aaron, Dave, and Damien; Opposed: None
 - **Motion carried.**

Action items	Person responsible	Deadline
Frank Marshall, Sr. will do show removal.	Board	Today.
Salt barrels will check with Norm Vickers to see if he will maintain.	Lorin	This week.
Awaiting Skyline bid for salting, will share with board via email.	Aaron/Regina	TBD.
When salt bags are low work with Regina for refilling.	Damien/Regina	TBD.

Road Committee Update:

- Rich will not be paving anymore road but will plan be compacting Ash Street. He will provide Damien with the last years expenses and list of who was used in past for salt and sand.

Action items	Person responsible	Deadline
Provide last year's road expenses and list of who used for salt/sand to Damien.	Rich	This week.

Volunteer vs Paying:

- Discussed lack of volunteers and in the past we have paid Frankie Marshall \$15 an hour when no volunteers available. It would come off his membership dues first. Other members have questioned if they could receive the same.
- Board would like to proceed with the following process:
 - 1st-get volunteers
 - 2nd- if no volunteers will pay \$15 per hour
 - If member, it will come off dues first and then payment by check
 - Not a member, will pay by check
 - 3rd-W9 will be provided to the board at time of receiving first check

- Volunteers, members, and contracts are not covered under the association.

Committee Budgets:

- Committees oversee their own budget for usage but need to keep the board informed on expenses or needs. The board may be able to provide suggestions on items to cut back on cost or of a member who could provide services. This will also allow for all board members to be informed in the event an member should have any questions. Any large expense of the amount of \$500 to \$1000 was discussed to bring to the board prior to spending, no amount set at this time.

Board Collaboration:

- The board discussed working as a team. Communication should include every board member whether in a text message or email. The board represents the members of the association.

Meeting Adjourned: Motion by Regina, Second by Shelia, all in favor.

Next Meeting: February 21, 2021