

## Regular Minutes template

### UPPER GREENWOOD LAKE PROPERTY OWNERS ASSOCIATION BOARD OF TRUSTEES MEETING

DATE \_\_\_\_\_ 1.8.13 \_\_\_\_\_

*All motions and seconds must record who (name) and what the vote count was..yes, no, abstentions.*

*If you have visitors, get correct spelling of their full name and address.*

*You should have copies of the last meeting minutes. Mark these up with any corrections.*

*If a committee does not report, just note "no report" in their space.*

*Use back of this form if you need more space to record notes.*

#### **ATTENDANCE:**

Bartyzel, Ken	P	Jones, Jim	P	Veninger, John	P
Burr, Rob	P	Mangerpan, Louis	P	Zemser, Howie	A
Colnaghi, Warren	P	Manzo, Rene	E	Zielinski, Gary	P
Fineman, Andy	E	Nietzer, Laura	E		
Horn, Jason	P	Sarnowski, Karen	P		
		Straubel, Kathy	P		
Igielski, Edward	P	Toffler, Pat	E		

**P= Present**                  **E = Excused**                  **A= Absent**

Attorney Present: James Romer [ ] yes [ ] no

With a quorum present, the meeting was called to order at \_\_\_7:20\_\_\_pm by President John Veninger.

Motion was made by \_\_Karen\_\_\_\_\_ and seconded by \_\_\_\_\_Robn\_\_\_\_\_ to approve minutes of regular meeting of \_\_\_\_\_Dec. 4\_\_\_\_\_ as presented or corrected.

- 9Yea, -No, 2-Abstentions

Exec. Karen, Rob

8 yea 0 no 3 abstentions

#### **Correspondence:**

Pat T. notified board of his resignation. He has sold his house and has relocated. Rene will be taking over as chair of the weeds committee.

#### **Membership Secretary's Report:**

846 easemetn

614 POA

Total = 1460

24 tenants and specials

Karen will discuss who to send to collections with Lisa. Discussion continued on using credit cards.  
Will check with Lakeland bank re: cc machine

**Treasurer's Report:**

2012 ó reported that we are on budget  
Firm almost done with audit with 2011.

Karen made a motion to accept easement and POA budget, seconded by Lou

11yea 0 no 0 abstentions

2013 budget:

Rob reported projected budget to include projected 598 POA members

Karen reviewed proposed 2013 budget

Bulkhead project was discussed.

Board members should review proposed budget and a vote will be called on it at the next board meeting.

**Public Session:** none

**Unfinished Business:**

**203 lakeshore:** no report

Graffitti on township property: no report

Storm drain ownership: maps have been provided by township; 1 will stay in office, 1 will go to Julia Held for overseeing maintenance. Karen will review details on storm drain information with Julia.

**SPECIAL PROJECTS**

**Short Term Projects:**

**Long Term Projects:**

**COMMITTEE REPORTS:**

**Activities:**

Kathy reported on successful Breakfast with Santa. Thanks to Jason Horn.

Upcoming events comedy night ó 2/9

St. patø dinner ó is Karen Ponzio doing this? 3/9

Breakfast with bunny 3/23

Fireworks ó ugl day 6/29

\$2400 check cut for fireworks ó from 2012 donations

\$8000 balance to be paid

Lisa has meeting on Friday with fire marshal re; fireworks

Discussion of other locations for fireworks if island is deemed not feasible

Rob will give Lisa issues that need to be finalized with Fireworks company

Mommies and me play group was discussed.

**Beach:**

**no report**

**Boathouse:**

Security boat is in boathouse; turbidity boom is also located in boathouse

**By-Laws:**

No report

**Clubhouse:**

Ken reported that alarm company will assess alarm; heat problem last week was fixed. Waiting for pricing (bids) for all wood structures on deck

**Computers:**

New one is fine

**Dams:**

No report

**Sub- Committees:**

**1. Special Dock Policy:**

**No report**

**Docks:**

Karen will Give list of delinquent docks to Jim

**Dredging:**

Karen reports that we need new members to

**Easement:** An Easement meeting was held on \_\_\_\_January 8, 2013\_\_\_\_ at 7pm. Only Board members attended: other Easement members were not in attendance.

**Encroachment:**

No report

**Environment:**

**No report**

**Entertainment:**

**No report**

**Executive:**

Focus in 2013 should be to increase board members; to complete the bulkhead; to improve the dam; John discussed the fact that we should have a plan for the future

**Insurance:**

**No report**

**Legal:** (need to record who made and seconded the motion and at what time board entered the bubble as well as when they returned to the regular meeting)

**Rob motion and Karen seconded bubble:**

11yea 0 no 0 abstention

8:55pm start

Jim spoke to Fred Semarau; Fred would like to know examples about septic issue building issues because he thought ordinance was working. He will bring the examples back to the council.

Ex: 203 Lakeshore had septic put in without notification to board

23 witte rd. permit was issued by town for new septic; health dept. told contractor that POA hasn't approved and stopped work

Board is not getting all of the notices about septic or building that we should

Rob mentioned that we received notice from law firm to renew their contract. Retainer \$2400.

Karen recommends that we accept retainer; Ken seconds

11 yeas 0 nos 0 abstentions

Karen reported that Lisa has been sending us spreadsheets on her work duties in an effort to increase efficiency.

Out of bubble at 9:15 \_\_\_\_\_ Rob \_\_\_\_\_ motion made by \_\_\_\_\_ Karen \_\_\_\_\_ seconded by

11 Yeas no abstentions

**Master Plan:**

No report

**Parklands:**

Jim reported that a few trees have been removed

**Publicity:**

No report

**Security:**

Money left in budget, \$3000 in escrow with wm pd. ; will order lifejackets, spotlight; etc.

**Stumps:**

Jim reported that he needs to get a motor for the barge. Probably used.

**Township:**

No report

**Weeds:**

Rob will put weeds folder in Renee's box for Pat

**Ad hoc committees**

Rules and regs: have been working on revising rules and regs

**New Business:**

Motion was made by \_\_\_\_\_jason\_\_\_\_\_ and seconded by \_\_\_\_\_lou\_\_\_\_\_ to adjourn  
the meeting at \_\_9:27\_\_pm.  
Approved by acclamation.