

# Collins Lake Community Club

## Monthly Board of Directors Meeting Minutes

### February 19<sup>th</sup>, 2016

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**Call to Order:** The regular monthly meeting of the Collins Lake Community Club Board of Directors was held on Sunday, February 19<sup>th</sup>, 2016, at 2:17 P.M., at a member's home because the fire station was secured due to a call out, The President being in the chair and the Secretary being present. The group waited at the Fire Station for 10 minutes to catch any folks that wanted to attend.

**Attendance:** Board members present were Dave Thomas, Jay Gutka, Loren Chilson, Ron MacDonald, Steve Dameron, Rachel Talbot and Ben Flanig. Kim Fitzhugh, Randy Dills and Sam Brauer were absent. 4 visitors were present.

**Approval of Minutes:** Minutes from the December 18<sup>th</sup> Board of Directors Meeting were sent to the board and B. Flanig motioned to "accept the minutes as presented" and was seconded by D. Thomas, motion passed unanimously.

#### **Officer Reports:**

**President:** Continuing working on gates with Viking fence. Viking says our damage is due to vandalism and not equipment defects.

**Vice President:** Briefed the board regarding fish the planned fish stockings in March and October.

**Treasurer:** Was not present and the President noted we have renewed our insurance policy and provided an update on the Key Bank CD.

**Secretary:** Review of Secretaries communication log and Policy & Procedures Manual (PPM) update status. Flagged items that could be sent out with the annual meeting packet to save costs.

**Water Operations Manager:** L. Chilson Briefed current water use and a comparison to historical use. Our current usage reflects possible leaks. One visitor identified they had a leak on their property. Additionally a meter ruptured on Sundown and after repairs a leak was noted on the owner's property, water was secured at the meter following repairs.

**Unfinished Business:** None

**Committee Reports:** None

#### **New Business:**

1. J. Herwick addressed the board regarding the policy of being charged for water service he does not plan on using. The discussion touched on the responsibility regarding our USDA loan repayment, operation of a rural water system and a board member shared they were in the same situation. No board action was taken.
2. Late Fees Waiver request: Two members requested waiving of late fees and did not appear at the meeting. No extenuating circumstances were noted and the Board took no action.

3. Community Passes: Discussion regarding the best way to distribute and the value of maintaining this practice. Secretary will develop a product to the present to the board.
4. CLCC Annual taxes have been filed.
5. Annual Audit: The President and Water Operations Manager are addressing the last few Board questions.
6. Methods of payment: Discussion regarding the ability to accept electronic payment via HOA-CS and NWS. D. Thomas will follow up.
7. B. Flanig asked for the Board concurrence for access to the community lot for tree maintenance on the property line.
  - D. Thomas made a motion to " Allow community lot access to properly licensed and bonded tree service personnel" and was seconded by R. MacDonald, motion passed unanimously.
8. Annual Dues Evaluation: We are seeing a decline in the HOA operating accounts balances. Discussion that covered the basis, communication of expectations, current delinquencies, increased cost of business (Fish, electricity, insurance, Handy Kans, etc) and history of community. A proposed increase of \$10 annually, which is less than \$1/month, will be communicated in the annual newsletter.
  - a. The Secretary will be adding an annual due "note" in the June News mailing and our new member letter to address delinquencies due to awareness.
  - b. Attorney follow up regarding possible foreclosure. All incurred costs will be passed on to the delinquent member.
9. Community Contact List: One of the members expressed a desire to develop a voluntary community contact list.

**Adjournment:** B. Flanig motioned to "adjourn the meeting at 3:35 PM" and was seconded by D. Thomas, motion passed unanimously. The next scheduled Board of Directors meeting will be on 3/19/17.