

Lake Thunderbird Association
Board Meeting Minutes
January 20, 2024

Pledge of Allegiance & Call to Order: Board President Bob Bittner called the meeting to order with the Pledge of Allegiance at 9:05am. 70 + Members were also in attendance.

Roll Call / Establishment of Quorum: Board Members present were Dave Augustine, Mary Crook, Sarah DeWaele, Chris Pope. Member Diana Hale was available by telecommunication.

Approval of Agenda: Before approval President Bittner asked for amendments to the agenda.

Dave Augustine made a motion to amend the agenda under New Business by adding the payment of the final part of the Healthy Homes, IL contract for mold mitigation in the amount of \$ \$9,350.00 plus \$1,000.00 for pretesting and \$1,000.00 for post testing, second by Mary Crook. All in favor, Aye. 0 opposed. Motion carried.

Chris Pope made a motion to amend the agenda under New Business, by adding the purchase and equipment for a 20' trailer for record storage in the Firehouse at a cost \$260.00, second by Sarah Dewaele. All in favor, Aye. 0 opposed. Motion carried.

Comments by Members regarding Agenda Items:

Gene Perna, Cedar Ln. So. suggested Association Board Meetings open with a prayer. He also suggested a "Comments" section be included in the agenda after the Financial Report and the time limit on "Comments" at the end of Monthly meetings be removed.

Tim Flynn, Catalina Dr. recommended and he would pay the fee to hire an independent hygienist to inspect for residual mold after the recent remediation.

Matt Doljanin, Lot P208 asked why a new Attorney has not been retained.

Jeff Purtell, Lake Shore Dr – Member of Conservation, How many hours is a Seasonal position, CPA qualifications and licensing,

Ann Perna, Lot P20080 – Outstanding bills have not been labeled as paid in December bills. Director Pope said they have been paid. The published Revenue Report is illegible and the figures reported were not the same as the copy distributed at the Board Meeting.

Appoint a new Member to the Board: *Chris Pope made a motion to appoint Eva Falzone to the Board of Directors, second by Diana Hale. All in favor, Aye 0 opposed. Motion carried.* Eva Falzone told of her Family experiences at Lake Thunderbird and expressed her goals for the Association.

Approve Board Meeting Minutes:

Director Pope stated corrections to the minutes of the Dec. 16, 2023 Board Meeting Minutes.

Approve Minutes of Regular Meeting December 16, 2023 – *Dave Augustine made a motion to approve the December 16, 2023 Board Meeting Minutes as corrected, second by Sarah Dewaele. All in favor, Aye. 0 opposed. Motion carried.*

Approve the minutes of the December 16, 2023 Executive Session. *Sarah Dewaele made a motion to approve the December 16, 2023 Executive Session Minutes, second by Dave Augustine. All in favor, Aye. 0 opposed. Motion carried.*

Approve the minutes of the January 6, 2024 Special Meeting - Director Pope stated corrections to the January 6, 2024 Special Meeting Minutes. *Mary Crook made a motion to approve the January 6, 2024 Special Meeting Minutes as corrected, second by Sarah Dewaele. All in favor, Aye. 0 opposed. Motion carried.*

Approve the minutes of the January 6, 2024 Executive – Closed Session – To be approved at the February

Correspondence by Secretary - President Bittner said correspondence was received by the Secretary and distributed to the Directors for their review. Comments and questions cited will be addressed on the agenda as Unfinished or New Business or discussed during Comments at the end of the Meeting.

Financial Report as of December 31, 2023: Board Treasurer Chris Pope stated the Financial Report is labeled “Preliminary” because access to the office for financial data and figures was limited. There are additional amounts and totals to complete before 2023 Financial Report figures are conclusive.

Preliminary Profit and Loss Statement: Revenues for December were \$24,012.00, Investment Income was \$6031.00, Operating Expense was \$78,111.00, preliminary net loss for December was \$54,099.00. In Capital Projects for December, Clubhouse Improvements expense was \$63,449.00 and snowplow purchase was \$8,769.00. Reserve Funding Designated of \$160,000.00 was approved in the fall, so net profit was \$33,683.00. Director Pope highlighted miscellaneous other line items in the budget and said it was not unusual to have a preliminary report at year’s end.

Preliminary Cash and Investments as of Dec.31, 2023: Monthly Operations Fund \$133,946.00, Reserve Fund, \$605,776.00 and Designated Committee Funds, \$51,761.00 with a Total all Funds of \$791,483.00. The Reserve Fund Account reflects the cashing in of two CDs and the purchase of the new Mid-America National Bank CD.

Diana Hale made a motion to approve the Preliminary Financial Report as of December 31, 2023, second by Eva Falzone. Roll Call Vote: Dave Augustine, Aye, Mary Crook, Aye, Sarah Dewaele, Aye, Eva Falzone, Aye, Diana Hale, Aye, Chris Pope, Aye, Bob Bittner, Aye. Motion carried

Director Pope detailed the new format for the Monthly Bills presentation. Among items included in the presentation of Monthly Bills was an update of penalties and interest on delinquent tax payments made with an unpaid amount to be approved for payment of \$3,636.65. There are still five tax penalties payments outstanding.

Director Pope next explained the Manager’s Account was for check signing by the Lake Manager. Director Pope was unaware if they were signified as Monthly Bills. Unapproved Miscellaneous Vendor/Payee amount is \$1570.24 and an additional Vendor/Payee amount of \$80,657.65 not previously approved was for Clubhouse Improvements with a total of \$116,240.36.

Director Pope said the report is as of December 31, 2023. The system will hopefully be improved when an accountant is on staff. President Bittner said going forward a check will be prepared only for bills that have been approved and initialed or signed for payment.

A policy change would recommend Members should be notified that cash will not be accepted as payments for assessments.

Chris Pope made a motion to approve payments of \$1,394.76 (Bank Debits); \$28,981.06 (Operating items-Monthly Bills); \$3636.65 (Governmental Tax Penalties and Interest); \$1,570.24 (Manager’s Account); \$80,657.65 (Unpaid December 2023 Bills) for a Total \$116,240.36, second by Sarah Dewaele. Roll Call Vote: Dave Augustine, Aye, Mary Crook, Abstain, Sarah Dewaele, Aye, Eva Falzone, Aye, Diana Hale, Aye, Chris Pope, Aye, Bob Bittner, Aye. Motion carried.

President’s Report: President Bittner informed Members mold mitigation has been completed and a follow-up air quality test will be performed by Healthy Homes Mold Service, IL. At that time, mold testing will be done at the firehouse. Phase 1 of the clubhouse exterior renovation is almost complete except for gutters and downspouts. The office remodel will begin by replacing and painting walls, installing new floors, redo wiring to bring it up to code.

President Bittner also called attention to the resignation of Recording Secretary Audrey Kelly.

Lake Manager’s Report: Lake Manager Hawkins began by saying if cash is received, he will deposit it that day. In addition, he cited his previous employment experiences, confirmed he has completed the courses required to become a Certified Association Manager and submitted the papers to the State. He believes the

Office Manager's Report: No report

Maintenance Report: President Bittner commended Maintenance employees John Schierra and Jamie Cole for their efforts in clearing roads of snow despite sub-zero weather in early mornings and late evening hours.

Advisory Commissions:

- a. Events – Chair Chris Popes said Bunco will be January 27, 2024
- b. Architectural Control –Chair Dave Augustine said 1 permit for a shed was approved. Commission has openings.
- c. Campground — (Steve Glynn / Sarah Dewaele, Liaison) No report
- d. Capital Improvement – Chair Paul Byrd said invoices will be verified and future projects will be reviewed.
- e. Conservation – Chair Steve Glynn said the luncheon with Herman Bros. Fisheries has been rescheduled to Feb. 23, 2024 (10:00am-2:00pm) open to Members. Andy Merek has been in contact with Aquatic Control to determine how best to eliminate the milfoil weeds in the lake, when best to apply and requested cost for a control program be a budget consideration. The Commission will keep the Membership informed going forward.
- f. Deer Management Program - (Rick Steele / Russ Hawkins, Liaison) No report
- g. Earth Day – (Ann Annen / Diana Hale, Liaison) No report
- h. Emergency Medical Services (EMS) – (Deb Serio / TBD, Liaison) No report
- i. Finance - (Chris Pope / TBD, Liaison) Previously discussed
- j. Human Resources - (TBD / TBD, Liaison) No report
- k. Newsletter– (Wendy Flynn / Diana Hale, Liaison) No report
- l. Rules – (Dave Augustine) Agenda item
- m. Security – (TBD / Russ Hawkins, Liaison) Volunteers
- n. Tree Huggers – (Mary Dappen / Diana Hale, Liaison) No report
- o. Water Safety – (Ron Mika / Bob Bittner) No report

Report of Special Committee(s): None

Unfinished Business:

- a) 2024 Budget - *Dave Augustine made a motion to remove the agenda item from the table, second by Chris Pope. All in favor, Aye. 0 opposed. Motion carried.*
- b) 2024 Budget Line Item Restatement – Using Quik Books data, Director Pope itemized in great detail Line Item differences (increases and decreases) between the 2023 estimated actual and 2024 budgets in many categories. Among them; Fees, Other Income, Airbnb rentals, employee Salaries, Wages and Benefits, General Expense, Capital Projects, Maintenance projects, Clubhouse Improvement Phase 2 and dredging. Directors responded to budget questions from Members. *After discussion, Chris Pope made a motion to use all methods of communication to make the restated 2024 budget available to all Members for adoption at a Special Meeting in February, 2024, second by Sarah Dewaele. Roll Call Vote: Dave Augustine, Aye, Mary Crook, Abstain, Sarah Dewaele, Aye, Eva Falzone, Aye, Diana Hale, Aye, Chris Pope, Aye, Bob Bittner, Aye. Motion carried.*
- c) Architectural Control Committee Rules – Director Augustine stated many suggested changes in the revised Rules and Regulations were recommended by Attorney James Arrrigo, Road Commissioner Wally Sprague and Putnam and Bureau County Zoning Officers. There are different rules dependent on County regulations. Forms were simplified to be easier for Members to begin projects. *Dave Augustine made a motion to approve a major revision of Architectural Control Commission Rules and Regulations, second by Mary Crook. All in favor, Aye. 0 opposed. Motion carried.*

Resolutions and Resolutions by Board members: None

New Business:

a) Leasing the Snack Shack

Jolanta Brzeski has a lease for the snack shack through April 30, 2026. She asked to be released from that contract. *Chris Pope made a motion to release Jolanta Brzeski from that Snack Shack lease contract, second by Eva Falzone. All in favor, Aye 0 opposed. Motion carried.*

b) 2023 Audit

Last year, LTA received the 2021 and 2022 audits from Douglas Irwin LLC. Director Pope reported speaking to a representative from Douglas Irwin LLC who stated to her that she called the office and asked if the Association wanted Douglas Irwin LLC to conduct the audit. She did not receive a return call or any financial data from anyone representing the Association. Director Pope received copies of letters sent from the auditors to the Association and a reply with an unrecognizable signature from the Association from 2021 and 2022 representing that all financial requirements had been completed. The representative from Douglas Irwin LLC recommended a fraud audit. *Chris Pope made a motion to engage CPA firm Douglas Irwin LLC to conduct a routine 2023 audit as soon as possible. And in questionable areas specified by the Association, recommend controls in running a business and conduct a fraud audit, second by Sarah Dewaele. Roll Call Vote: Dave Augustine, Aye, Mary Crook, Aye, Sarah Dewaele, Aye, Eva Falzone, Aye, Diana Hale, Aye, Chris Pope, Aye, Bob Bittner, Aye. Motion carried.*

c) Healthy Homes, Il Mold Mediation – *Dave Augustine made a motion to pay Healthy Homes, IL \$9,350.00 for mold mediation and \$1,000.00 pretest, second by Mary Crook. Roll Call Vote: Dave Augustine, Aye, Mary Crook, Aye, Sarah Dewaele, Aye, Eva Falzone, Aye, Diana Hale, Aye, Chris Pope, Aye, Bob Bittner, Aye. Motion carried.*

d) Purchase 20' record Storage Container – *Dave Augustine made a motion to purchase a 20' record storage container for \$2,350.00 plus electrical and additional materials for a total not to exceed \$4,000.00, second by Eva Falzone. Roll Call Vote: Dave Augustine, Aye, Mary Crook, Aye, Sarah Dewaele, Aye, Eva Falzone, Aye, Diana Hale, Aye, Chris Pope, Aye, Bob Bittner, Aye. Motion carried.*

Announcements:

a) Dave Augustine announced his resignation from the Board of Directors effective January 20, 2024.

b) President Bittner appointed Donna Naborowski as Chair of the HR Commission. For 35 years, Donna has been in management. She has written job descriptions, conducted hundreds of performance reviews and created performance improvement plans. She understands labor laws and has been involved with the Department of Labor in classifying jobs.

c) Appoint Eva Falzone as Liaison to the HR Commission

d)) Appoint Mary Crook to Chair the Rules Commission

e) Looking ahead to the February agenda discussion items may include bids to remove and replace the east deck at the Clubhouse, bids to install a split mini-A/C in the offices, the poolside cafe, and new rules for rentals.

f) An open employment position for the Board of Director's Recording Secretary has been posted on the website.

g) The next regular LTA Meeting will be Saturday, February 17, 2024 at 9:00am

Announcements from the Membership: None

Comments by Members: As a result of instructions from Association Attorney James Arrigo, Members comments are allowed but not reported in Board Meeting Minutes. If further information is needed, the Board will respond. (3 minutes per Member).

Gene Perna, Cedar Ln. So. Detailed the number of people responsible for overseeing Association financials and budgets. The majority of Members are complacent and should become involved. Letters should be read.

Linda Dimean, LTD. – Is the Association involved in current litigation.

Jeff Purtell, LTD. – Questions concerning 2024 budget, Members ability see budget, audit, Lake Manager qualifications, office closures, mold retesting.

Mary Lou Myers, Caribbean Dr. – Employees 401K Percentage; why are letters not read; Membership wants input.

Barbara Reh, Caribbean Ct. – Thanked Chris Pope and Dave Augustine -Welcomed Russ Hawkins

Bob Hamann, Magnolia – Road to clubhouse needs repair, Remodel going well.

Ann Perna, P20080 – Letters sent to the Board should be read; Will Members be able to respond to Budget items.

Deb Serio informed the Board Association phones are not working properly. And there are irritating odors in the lower level.

Adjournment: *Mary Crook made a motion to adjourn at 12:30pm, second by Eva Falzone All in favor, Aye. 0 opposed. Motion carried.*

Respectfully submitted,
Audrey Kelly
Recording Secretary