

**Lake Thunderbird Association
Board Meeting Minutes
June 15, 2024**

Minutes of the Board of Directors Meeting of the Lake Thunderbird Association, Putnam, IL, held at the Clubhouse at 2 Lake Thunderbird Drive, Putnam, IL at 9:00 a.m. on the 15th day of June, 2024.

Pledge of Allegiance/Call to Order:

The meeting was called to order at 9:01 a.m.

Roll Call/Establishment of Quorum:

Board Members present - Bob Bittner, President; Diana Hale, Secretary; Mary Crook, Director; Eva Falzone, Director; Donna Naborowski, Director; and, Paul Byrd, Vice President. Board Members absent - Chris Pope, Treasurer. A quorum was established.

Approval of Agenda: *Paul Byrd moved to approve the agenda, seconded by Eva Falzone. A voice vote was taken. All ayes, motion carried.*

Approval of Meeting Minutes as Outlined Below:

Regular Board Meeting on May 18, 2024. *Mary Crook moved to approve the Regular Board Meeting minutes, seconded by Eva Falzone. A voice vote was taken. All ayes, motion carried.*

Closed Session Meeting on May 18, 2024. *Eva Falzone moved to approve the Closed Session Meeting minutes, seconded by Mary Crook. A voice vote was taken. All ayes, motion carried.*

Correspondence by Secretary - Diana Hale: None

Financial Report as of May 31, 2024:

Profit and Loss Statement

Revenues for the month of May 2024 were \$559,939, which reflects the large amount of membership fees paid during the month, as would be expected. Operating Expenses were \$128,915, resulting in a Net Operating Profit of \$431,024. Capital Expenditures in May included \$20,911 for remaining Clubhouse Improvements. Net Income for May was \$410,113.

Year to Date Revenues are \$946,910 and Operating Expenses are \$388,224. Year to Date Net Operating Income is \$558,686. Capital Expenditures Year To Date are \$243,848, mostly due to the clubhouse remodeling work. This results in Net Income for the year of \$314,838, a reflection of the timing of annual assessments being paid to date compared to only five months of Operating Expenses. This income will decline over the remainder of the year.

Schedule of Cash and Investments

Balances of Cash and Investments as of May 31, 2024 reflect Operating Funds of \$584,671, Reserve Funds of \$413,659 and Committee Funds of \$65,196 for a total of \$1,063,526. As the cash flow crunch is now over, we can return \$150,000 from operating account to reserve funds, as planned earlier this year.

Eva Falzone moved to approve the financial report for May 31, 2024, seconded by Donna Naborowski. A roll call vote was taken. All ayes, motion carried.

Monthly Bills

Russ Hawkins reviewed major expenses under the General Administrative Account. A new computer was purchased for the accountant. A scanner was purchased to move the office paperless. The pool pump was rebuilt. Donna Naborowski questioned the Ebel payment of \$4,100. Russ Hawkins stated that the payment was for previously installed EMS signs, contracted as part of the EMS budget. Signs will be installed by Facilities going forward. *Paul Byrd moved to approve the monthly bills in the amount of \$105,280.70, seconded by Mary Crook. A roll call vote was taken. All ayes, motion carried.*

Other Financial Updates

The CPA firm has completed their tax season and is now able to begin conducting our 2023 audit. We have received their preliminary list and the office staff is assembling that requested information. In addition our new accountant has been spending much of her time re-reconciling bank accounts. This takes significant effort as there are many un-reconciled items dating back multiple years. Once all accounts are reconciled with the bank accounts, we will contact the CPA firm to begin the audits.

President's Report: None

Lake Manager's Report: Russ Hawkins stated the office has new phone numbers (815-854-5094, fax 815-545-5185) due to switchover to VOIP. Current numbers with Frontier will stay active for 90 days. Weed conditions on the lake are much improved with first phase of lake management. Working on adding 8 p.m. pool closings with additional staff needed. Dam inspection is complete, the report is forthcoming and everything looks good. Facilities has resumed EMS sign installation, approximately 1/3 of signs are complete. Road resurfacing is underway. Two security cameras were installed at the campground shower entrances due to vandalism. Ongoing issues previously identified with dialing out on 911 phones which, coupled with online posts, led to the realization of larger issues with 911 service. The issue has now been resolved. To test your 911 connection, call the PC Sheriff first to report the test.

Facilities' Report: Russ Hawkins summarized work that has been completed by Facilities including replacing a pool pump, finishing a fourth boat dock at the beach, weed treatment of specific portions of the lake and building a canopy over the new vending machines at the pool.

Advisory Commission Reports:

A. Amenities and Events (Chris Pope): Russ Hawkins covered upcoming events: July 6, Jim Annen Kids' Fishing Contest and fireworks at dusk; July 20, Pool Party; August 3, Corn Boil - volunteers needed, sign up in the office. Food truck schedule at the beach: Taco truck last weekend in June and July 6, Flo's on Pulaski July 13.

B. Architectural Control (Paul Byrd/Bob Bittner liaison): June 13 meeting yielded 17 approvals including sheds, driveways and a home addition.

C. Campground (Steve Glynn/Eva Falzone, Liaison): Mess in campground bathroom needs further discussion and clarification. Breakfast on May 25 raised \$650 for Wendy's Warriors. July 20, Christmas in July – everyone (adults/kids) invited, fish fry, live band, raffles and prizes.

D. Capital Improvement (Paul Byrd/Chris Pope, Liaison): Looking ahead to future projects, most are dependent on clubhouse electrical which needs to be redone/prioritized at a cost of ~\$50,000.

E. Conservation (Steve Glynn/Bob Bittner, Liaison): July 6, Jim Annen Kids' Fishing Contest, found extra porta potties last year beneficial. Dead fish were found at the bottom of the dam, need plan to help prevent in the future. Have ordered a saving net, aerators and looking into totes for transport.

- F. Deer Management Program (Rick Steele):** None.
- G. Earth Day (Ann Annen/Diana Hale, Liaison):** Stainless steel hose for pool area was purchased.
- H. Finance (Denise Sattler, Chris Pope liaison):** Linda Brauer stated revenue streams are being analyzed including farm rental, storage and campground fees. Recommended increases limited to 15%/year.
- I. Human Resources (Donna Naborowski):** Discussed under New Business.
- J. Newsletter (Russ Hawkins):** July Chairtree being printed for timely distribution, have new designer.
- K. Rules (Mary Crook):** Discussed under New Business.
- L. Security (Tom Pope/TBD, Liaison):** None.
- M. Technology (Paul Byrd):** New Wave has not shown up to continue work on internet, further progress unlikely, would need another company to purchase the cable for LTA to have fiber optic.
- N. Tree Huggers (Rob Hickox/Diana Hale, Liaison):** Bob Bittner stated that Mary Dappen watered new trees last week, Facilities will continue watering through the dry spell.
- O. Water Safety (Bob Bittner):** Identified 12 expired stickers and will be out again this weekend.

Unfinished Business: None

Resolutions by Board members: None

New Business:

- A. Discuss using up to \$8,500 of the \$10,000 annual Bureau Road reserves for a much-needed culvert replacement on Bureau County Rd. 425 to Tiskilwa blacktop: Replacing this culvert in the past has been considered too expensive, current bids came in at \$18,000 - \$20,000. Facilities now has the resources and expertise to complete the 1-2 days of work at half the cost of current bids. *Paul Byrd moved to approve replacing the culvert on Bureau County Rd. 425 from the Bureau Road Reserves up to \$8,500, seconded by Mary Crook. A roll-call vote was taken. All ayes, motion carried.*
- B. Discuss the updated Personnel Policy Manual: Revisions to the manual were started months ago and have been around the Board several times for edits in addition to edits by the Lake Manager. Every employee will be required to acknowledge receipt and understanding of the manual and will be held accountable. *Eva Falzone moved to approve the revised Personnel Policy as presented, seconded by Donna Naborowski. A roll-call vote was taken. All ayes, motion carried.*
- C. Discuss upgrading the Employees' Health Insurance Plan: Our current Blue Cross/Blue Shield plan has a deductible of almost \$8,000 and no HSA, leaving employees vulnerable with health care costs. Karyn Goddard has been reviewing alternative plans with Russ Hawkins and outside insurance agents. A tiered plan with three options has been proposed. *Paul Byrd moved to approve updating the employee health insurance plan from Blue Cross/Blue Shield to tiered plans including a platinum plan, seconded by Eva Falzone. A roll-call vote was taken. All ayes, motion carried.*
A \$10,000 life insurance policy is provided to each employee whereas \$100,000 of life insurance can be provided by a different provider for the same cost. Discussion on the life insurance was tabled until the Special Board Meeting on Saturday, June 22.
- D. Discuss revising the "Curb Appeal" rule (General Rule 19) with regard to the number of unused vehicles stored at a residence and adding a rule to the Rules and Regulations about bee hives and another about vandalism to Common Property: General Rule 19 would be amended to prohibit "more than three unused vehicles parked at a residence for more than two weeks." General Rule 22 would be added related to Bee Keeping: must adhere to the IL Bees and Apiaries Act; be registered with the IL Dept of Agriculture with a copy of the registration furnished to the LTA Office; and, bee hives cannot be located within 30 feet of a shared property line. General Rule 23 would be added related to Vandalism to Common Property being punished to the maximum extent of these rules,

including fines and suspension from use of Common Property. *Diana Hale made a motion to approve the addition to General Rule 19 and additions of General Rules 22 and 23 as presented, seconded by Eva Falzone. A roll-call vote was taken. All ayes, motion carried.*

- E. Discuss a contract for garbage pickup with one of the two bidders: The five-year contract with Republic has expired. Russ Hawkins stated that he is waiting on the second bid. Therefore, discussion on the contract for garbage pickup was tabled until the Special Board Meeting on Saturday, June 22.
- F. Discuss transferring \$5,000 to the General Administrative Account from the Operating Account: Purchase of chemicals takes significant funds. Want transparency each month for transfer approvals. *Diana Hale moved to approve the transfer of \$5,000 to the General Administrative Account from the Operating Account, seconded by Paul Byrd. A roll call vote was taken. All ayes, motion carried.* Russ Hawkins stated some vendors require payment by debit/credit card. It would be beneficial to have a debit card tied to our various accounts to set vendors up for reoccurring electronic payment.

Announcements:

- A. There will be a Special Board Meeting on Saturday, June 22, 2024 at 9:00 a.m. to approve the June 15 meeting minutes for publication. Other items may be added to the agenda if necessary.
- B. The next regular LTA Board of Directors Meeting will be Saturday, July 20, 2024 at 9:00 a.m. At that meeting, the Board may discuss short-term rentals and the first draft of the 2025 Budget.
- C. Announcements from Board members: None
- D. Announcements from the membership: None

Comments by Members:

- 1. Denise Sattler, 7 Spruce Ct. – Republic should provide garbage cans if we sign a new contract.
- 2. Linda Demien, 495 Lake Thunderbird Dr. – Concerns about dead fish found at spillway, Paul Byrd suggested that Conservation Commission should make recommendation.
- 3. Linda Brauer, 22 Magnolia Dr. – For the office staff, credit card better than debit card for managing potential fraud, suggested written policy for card usage and oversight.
- 4. Burt Brooks, 17 W. Elmwood Dr. – Clarification on rule regarding 12" weeds.
- 5. Jon Brunschon, 5 Pinetree Ct. – Chemicals sprayed at beach can irritate skin, timing of spraying weeds cause harm to fish, 20 vehicles over holiday weekend without stickers, individuals banned from common areas, ATVs, 30 day minimum for short term rentals, rental home boat lift.
- 6. Jeffrey Purtell, 496 Lake Thunderbird Dr. – Monitoring unused vehicles.

Adjournment: The open meeting concluded at 10:32 a.m. and an announcement was made that there would be a closed session. *Mary Crook moved to adjourn the open meeting, seconded by Diana Hale. A voice vote was taken. All ayes, motion carried.*

Closed Session: A closed session was convened at 10:50 a.m. A quorum was established. *Paul Byrd moved to adjourn the closed session at 12:35 p.m., seconded by Mary Crook. A voice vote was taken. All ayes, motion carried.*

Reconvene Regular Board Meeting and Adjournment: *Paul Byrd moved to reconvene the regular board meeting at 12:35 p.m., seconded by Eva Falzone. A voice vote was taken to approve subject matters A through K. All ayes, motion carried. Diana Hale moved to adjourn the regular board meeting at 12:37 p.m., seconded by Bob Bittner. A voice vote was taken. All ayes, motion carried.*

Respectfully submitted,

Angela Nicoli
Interim Recording Secretary