

**Lake Thunderbird Association
Annual Meeting Minutes
November 3, 2024**

Minutes of the 2024 Annual Meeting of the Lake Thunderbird Association, Putnam IL, held at the clubhouse at 2 Lake Thunderbird Drive, Putnam, IL at 1:30 p.m. on the 3rd day of November 2024.

Pledge of Allegiance/Call to Order:

Dave Augustine called the meeting to order at 1:30 p.m.

Roll Call/Establishment of a Quorum:

Teller Committee Chairman Ann Annen – reported 211 proxy votes were received prior to the meeting. Office Assistant Angie Nicoli reported 4 proxy votes received at the meeting as well as Members signing in for 28 proxy votes.

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

a) Approval of Minutes from 2023 Annual Meeting:

No corrections or additions to the minutes

Jake Falzone moved to approve 2023 Annual Meeting Minutes, seconded by Andy Merek. All in favor, Aye. 0 opposed. Motion carried.

b) Treasurer's report:

Board Treasurer Chris Pope presented the report:

The President's report will outline many of the financial improvements that have been made over the past year. In addition, I can share the following highlights:

- Insured that all payroll tax deposits and filings are timely and accurate, with routine reviews by the Accountant, the Treasurer and also the Finance Commission.
- Prepared and filed the annual corporate income tax return on time.
- Created a revised budget for 2024 earlier this year.
- Prepared a balanced budget for 2025, that was presented at the September Board meeting.
 - Reflects an increase in member assessments of 12.7% to continue to efficiently run the day to day operations and maintenance of LTA, as well as various capital projects planned for 2025. Additionally, \$37,000 will be reserved in 2025 for future capital projects, including lake dredging and replacement of the maintenance truck.
- The 2023 annual audit by our CPA firm is nearly complete, with the final report expected within the next week or so.
- The office has worked diligently to identify and collect unpaid member assessments from prior years. The amount collected to date is over \$100,000.

Highlights of the profit and loss statement through September include:

- Year to date revenue is \$1,337,000, reflecting 96% of the annual budget.
- Year to date operating expenses are \$793,000, which is 70% of the annual budget. This is in line or better than where we'd expect to be at this time in the year.
- Excess of revenues over operating expenses is \$545,000.
- Capital expenditures to date are \$242,000, which is mainly for clubhouse improvements of the new roof, siding and deck.
- This leaves \$302,000 as net profit year to date, which will fund the operating losses month to month until the end of the year, getting us much closer to break even for the year.

The statement of cash and investments as of September 30th shows:

- Various operating accounts total \$538,121.
- Reserve investments total \$586,096, which are all invested at today's favorable interest rates.
- The commission accounts total \$30,472.
- Total of all funds are \$1,154,690.

Lastly, I want to acknowledge the work done by Nyla Krabbenhoft, our new Accountant, who joined us this past Spring. Nyla and Russ have been instrumental in cleaning up our financial records, preparing for the audit and tax filings, and providing guidance to the office staff on best practices to safeguard the financial future of LTA. Nyla was the perfect person for this role, and I want to personally thank Nyla and Russ for all of their efforts.

Chairman Dave Augustine requests a motion to accept the Treasurer's report. *Carol Byrd moved to approve Financial Report, seconded Shirley Nye. All in favor, Aye. 0 opposed. Motion carried.*

c) Teller Committee Report:

No election of Directors was needed.

d) President's report:

Board President Bob Bittner presented the report:

Since the last Annual Meeting, a significant shift in leadership at LTA has occurred, with six new members added to the Board of Directors. This Board brought new ideas, opinions, and approaches that were needed in order to safeguard the future of our Association. The Board has tackled many serious and difficult issues over the past year. Among these is a thorough review and implementation of internal controls to strengthen our financial practices and resolve concerns inherited from the previous boards. We note with gratitude the work of Chris Pope, Board Treasurer, whose career experience has been invaluable. With the assistance of the *Ad Hoc* Hiring Commission, Russ Hawkins was named the new Lake Manager at the end of January. Russ completed his Community Association Manager Certification, which was a condition of employment. A new office staff has been hired and trained. Donna Naborowski updated the Personnel Policy Manual for the Association to be compliant with governmental regulations. We are pleased to report there is no litigation against the Association for the first time in a number of years.

The Board has reviewed and supplemented prior state and federal payroll tax submissions and addressed concerns regarding them. We have pursued several investigations, including record keeping and disposition of cash receipts and possible payroll record keeping and related errors, as well as electronic record retention practices and questions. All of these investigations are continuing, which brings me to my next topic.

As the Board president, it is my responsibility to communicate to members on behalf of the board and the Association. I am sorry – as is the entire board -- that we are not able to be as transparent in all respects as many of you would like. We are legally obligated to act on the Association's behalf and in its best interests. The Board must at all times consider the possible consequences of disclosing certain information. We must exercise the utmost discretion in communications to the members. Some of the information we have discovered and that we are still investigating may result in legal action of various kinds and against various people. We are following the advice of the Association's attorney, and as a result, we are not at liberty to discuss details or "name names."

I can report that revised practices and procedures have been developed and will continue to be implemented as expeditiously as possible to provide improved financial and operational accountability. Among the changes to date, the Board has:

- Engaged a professional accountant to provide weekly services;
 - Eliminated accepting cash for payments over \$50;
 - Installed a locked safe to secure any cash not deposited;
 - Increased Board members' review and related protocols for all payments and payroll disbursements;
 - Mandated additional review and approval of invoices before payment and posting to our bookkeeping system;
- and

- Ensured that all vacant positions are posted on the LTA website, offering all qualified applicants an interview, and implementing pre-employment criteria for hiring.

A number of projects, improvements, and updates to the Association's facilities have been completed in the past year. Thanks to extensive planning by the Capital Improvement Commission, the Clubhouse exterior received a major renovation, and all the comments we've received so far have been positive. Remediation of mold and remodeling of the Association offices have provided our employees with a safe, efficient, and comfortable space to work, including the creation of a secure office for our accountant.

To improve member convenience, office hours were expanded to 7 days a week during the peak summer periods and will be open between Christmas and New Year's Day. Round-table discussions with the Lake Manager were implemented this year, providing an opportunity for members to ask questions and raise concerns. The Board believed it was important to increase member involvement in governance and decision-making, and several new Commissions were created to improve operations.

Thanks to Russ Hawkins' technology plan, the new phone system has been a big improvement, and the new server and computers have added an additional layer of security for our financial records. Starlink has given the Clubhouse high speed Internet and reduced our reliance on the intermittent data connection under the old system. Adding air conditioning to the lower level was a major improvement for the comfort of attendees at commission meetings and the office employees.

Looking ahead, the lower-level Clubhouse bathrooms will be completely redone this winter. New carpet will be installed in the lower level, a lower level vestibule will be constructed at the entrance, and a new concrete main entrance ramp will be poured. Under discussion for 2025 are a possible boat slip expansion, adding a dog park, and contracting for lake-wide high-speed Internet. A major step for lake weed control was taken this year, and next year we plan to take steps to reduce the number of geese at the lake. We are still looking into making the Clubhouse an emergency heating and cooling center for our members during weather extremes.

In summary, this has been an incredible year of change at LTA. With the exception of Donna Naborowski, all other Board members will continue on in 2025 to serve the best interests of LTA. Thank you, Donna, for your contributions to LTA.

I was not able to recognize all the contributions of the many volunteers who work diligently to make LTA a better place. Each and every one of you are integral to making LTA the best it can be.

Finally, I would like to thank the Board, Russ, the office team, the facilities team, and our volunteers for all the work they have done to keep Lake Thunderbird a great place **for a weekend or a lifetime**. Thank you for attending your Annual Meeting.

Comments from the membership:

No comments

Conclusion:

The next Annual Meeting will be November 2nd, 2025

Chairman requests a motion adjourn the Annual Meeting of 2024 at 1:45 p.m. *Jake Falzone moved to adjourn the annual meeting, seconded by Bill Monday. All in favor, Aye. 0 opposed. Motion carried.*

Alyssa Windell
Recording Secretary