

**Lake Thunderbird Association  
Board of Directors Meeting Minutes  
January 18, 2025**

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 18<sup>th</sup> day of January 2025.

**Pledge of Allegiance/Call to Order:** The meeting was called to order at 9:03 a.m.

**Roll Call/Establishment of Quorum:** Board Members present - Bob Bittner, Director; Paul Byrd, President; Mary Crook, Director; Eva Falzone, Secretary; Diana Hale, Vice President (via teleconference); and, Rodger Vogel, Director. Board Members absent - Chris Pope, Treasurer. A quorum was established.

**Approval of Agenda:** Paul requested that item g under New Business, Finance: Rollover of CD be added to the agenda. *Mary Crook moved to add item g under New Business, Finance: Rollover of CD to the agenda. Eva Falzone seconded. A voice vote was taken. All aye, motion carried.*  
*Eva Falzone moved to approve the agenda as amended. Bob Bittner seconded. A voice vote was taken. All aye, motion carried.*

**Comments by the members regarding agenda items:** None

**Approval of Prior Board Minutes:**

- a. December 21, 2024 – *Mary Crook moved to approve the minutes of the December 21, 2024 open session meeting. Eva Falzone seconded. A voice vote was taken. All aye, motion carried.*
- b. December 21, 2024, closed session – *Eva Falzone moved to approve the minutes of the December 21, 2024 closed session meeting. Mary Crook seconded. A voice vote was taken. All aye, motion carried.*

**Correspondence by Secretary – Eva Falzone:** None

**Financial Report – Chris Pope:**

- a. **December 2024 Financial Reports** - Bob Bittner discussed the financial reports.

Profit & Loss Statement

Closing financials for the 2024 fiscal year were presented, focusing on percentage of budget. We brought in 101% of total revenue of which some is collections from prior years. Operating expenses came in 5% lower than budget, resulting in a gross profit of \$70,732. Capital expenses overran the budget by \$105,135, resulting in a net loss of \$34,403, or 2.47%.

Cash & Investments

General and Payroll account funding will be addressed under New Business. Two CDs for reserve funds coming due in the next couple weeks will also be addressed under New Business. Total of all accounts is \$921,193.

*Bob Bittner moved to approve the Profit & Loss Statement and Cash & Investments report for December 2024. Mary Crook seconded. A roll call vote was taken. All aye, motion carried.*

- b. **December Bills to Approve** - Russ Hawkins discussed the bills.

- Bank Debits are normal expenses. The Health Care Service Corp charge is both the employee and LTA portions of the health insurance. Employees have been added to the health insurance thereby increasing premiums. The high garbage service cost will be discussed later.
- Under To Be Paid, A&J Complete Service repaired leaking propane lines in the campground. The trucking bills are for salt and gravel for the roads, which should last the entire winter. The January ChairTree was mailed to all members thus elevating the monthly Sauk Valley Printing cost.
- Under General Administrative, a jackhammer was purchased for facilities from Harbor Freight (\$756). A hose was purchased for the bobcat (\$130) and a regulator for the clubhouse furnace (\$531).

*Bob Bittner moved to approve the December 2024 bills in the amount of \$35,331.47. Rodger Vogel seconded. A roll call vote was taken. All aye, motion carried.*

- c. **Other financial updates** – Paul Byrd stated that the Auditors continue to work on the Audit and hope to have it completed by the end of January.

**President’s Report – Paul Byrd:** Nothing special to report, things remain on an even keel. There are a few items later in the agenda related to keeping the bathroom renovations moving forward.

**Lake Managers Report – Russ Hawkins:**

- EPA analysis of drinking water completed in December; recently received report and all is good with a few minor items to address in the next week: 1) threaded tap replaced with smooth tap to help prevent contamination where water is collected in the facilities building; 2) adding secondary containment system to the chlorine tanks to contain overflow or spill so it doesn’t go into the grass; and, 3) replacing vent on fluoride storage tank.
- Raquel continues to do a great job on collections. As of January 17, \$76,000 in past due 2024 assessments have been collected bringing us to 94% of 2024 assessments collected (97% is optimal target across the industry). For past assessments (2023 and older), \$42,000 has been collected for total collections of \$118,000 in the last six months. Old debt of \$107,000 remains.
- Roads will be posted for the winter on February 1. A roll off will be at the facilities building Monday, February 3 for residential trash.
- Glass and plastic recycling will no longer be available as of February 1. Household garbage is being thrown into the recycling dumpsters resulting in additional trash pickup fees as well as penalties charged by Republic. A recycling dumpster will be available for flattened cardboard only (no styrofoam), in a location away from the trash dumpsters. A new area has been designated for collection of individual or bagged aluminum cans; proceeds will go to the ARK animal rescue and the potential new dog park.
- Backhoe needed repairs recently. One tractor used for mowing needs a replacement hydraulic pump, an aftermarket replacement has been located. An ongoing maintenance schedule will be implemented for all equipment.
- The annual ILMA (Illinois Lake Management Association) conference is coming up and will be addressed under New Business. Highly recommend Board and Commission members attending; there is a lot of great information provided.
- The IALC (Illinois Association of Lake Communities) is a collection of different lake communities around Illinois. Russ is very active with the group and they are assisting LTA with obtaining a goose-handling permit. LTA will host the February 5 IALC meeting at the clubhouse.
- The Facilities team will attend a one-day excavator training session in February. New excavating regulations will be covered as well as JULIE and other safety aspects.
- Frontier services are no longer needed at the clubhouse or facilities building. Monthly phone and internet costs at the clubhouse were \$500 and facilities were \$200. Nextiva phones are \$2,400/year and Starlink \$1,600/year for a net savings of \$4,400/year.
- After hours phone was under contract with AT&T along with three other lines at \$200/month until December. Still owe \$260 on the phone and will pay that off and move to Consumer Cellular for a savings of around \$2,000/year. The after hours phone receives only one or two valid calls per month.
- Snack Shack needs updates of approximately \$1,500 to bring it up to code and pass the next health inspection. Important to maintain the Snack Shack as an amenity that is rentable for food handling. The Facilities team can complete the updates. No disagreement from Board members on the updates and no vote required for the maintenance work.
- Food trucks are being explored for this year, as they were a success last year.
- Need to address broken electrical line to the clubhouse pavilion.

**Advisory Committees and Commissions:**

- a. **Architectural Control (Bob Bittner):** ACC met January 16 and reviewed one application for approval. Next meeting is February 13.
- b. **Bathroom Renovation (Rodger Vogel):** Sewer lines have been exposed and three bids obtained to replace the pipes (covered under New Business). That work should be complete in the next two weeks followed by new concrete on the floors.
- c. **Campground (Steve Glynn):** Not in attendance
- d. **Conservation (Steve Glynn):** Andy Merek stated the next meeting on February 8 at 9:30 a.m. would cover a proposal to obtain a grant to research the weed situation, replacement and restoration.
- e. **Deer Management Program (Rick Steele):** Not in attendance, Paul Byrd will reach out for annual report.

- f. **Dog Park (Mary Dappen):** None
- g. **Earth Day (Ann Annen):** None
- h. **Events & Amenities (Chris Pope):** Angie Nicoli stated that St. Patrick's Day Bunko will be held March 15 at 5:00 p.m. and will include corned beef sandwiches.
- i. **Finance (Linda Brauer):** Commission is waiting on reserve studies to come back before making recommendations.
- j. **Human Resource (Donna Naborowski):** Not in attendance
- k. **Newsletter (Diana Hale):** Paul Byrd stated that the January ChairTree went out to all members and the February ChairTree went out to subscribers.
- l. **Planning (Paul Byrd):** Paul Byrd will schedule a meeting.
- m. **Security (Tom Pope):** Not in attendance
- n. **Technology (Paul Byrd):** Covered under New Business
- o. **Tree Huggers (Rob Hickox):** None
- p. **Water Safety (Bob Bittner):** Ice fishing (at your own risk) signs are posted on common property.

**Resolutions by Board members:** None

**Unfinished Business:** None

**New Business:**

- a. Approval of sewer plumbing contract for clubhouse lower bathrooms  
 We received three quotes to replace the sewer pipes under the floor of our lower level bathrooms, because the existing pipes are over 50 years old and the cast iron is rusting through. One bid was over twice what the other two bids were. The other two were within 10% of each other, and we have selected the lower bid from John's Service and Sales (Oglesby) for \$8,350. Other bids were from Town & Country (Princeton) at \$8,714 and Kroeschen Plumbing & Heating (Toluca) for \$19,528.  
*Rodger Vogel moved to accept the plumbing bid from John's Service and Sales (Oglesby) in the amount of \$8,350. Eva Falzone seconded. A roll call vote was taken. All aye, motion carried.*
- b. Approval of increased expense estimate for clubhouse lower bathroom renovation  
 After adding this to the agenda, we realized we are not yet in a position to accurately estimate all the remaining work for the project, nor do we have quotes from work that we may have to outsource. We are doing everything possible to keep costs down by planning to do some work ourselves, but some of the specific skills needed are beyond the skill set of our maintenance staff. The \$25,000 currently approved is sufficient for now. If or when we determine more funds are needed, we will bring that to a meeting for discussion and approval.
- c. Disbanding of Technology Commission  
 Commission Chairperson Paul Byrd confirmed with Russ Hawkins that he does not need outside assistance in maintaining and upgrading the electronic infrastructure of our facilities. This is all of the technology, including microphones, internet, security cameras, etc. Russ has been making upgrades steadily this past year such as updating the office computers, applications and phone system as well as installing Starlink. New ideas will continue to be presented to the Board for discussion and approval as needed. Therefore, the Technology Commission will be disbanded. If anyone is interested in being involved with technology, please contact Russ Hawkins.  
*Bob Bittner moved to remove the Technology Commission from the Rules of Order. Rodger Vogel seconded. A voice vote was taken. All aye, motion carried.*
- d. Approve ILMA Conference attendees  
 Each year LTA pays for a few people to attend the Illinois Lakes Management Association conference. Early registration (prior to January 31) is \$200 and is held this year at the Hilton Northbrook at \$129/night. Relevant sessions are March 18-19 and attendees may drive up the night before or the morning of, incurring one or two nights of hotel fees. Therefore, cost per attendee is up to \$500. As the lake is our most important asset, it is critically important to stay current with biology and technology related to the lake. Recommend sending up to two members of the Conservation Commission, one Board member and the Lake Manager to the conference. Depending on total hotel costs incurred, additional attendees may be allowed, staying within a \$2,000 budget.

*Bob Bittner moved to approve spending up to \$2,000 on 2025 ILMA Conference expenses. Mary Crook seconded. A voice vote was taken. All aye, motion carried.*

- e. Finance: Transfer funds from interest bearing to Operating to support payroll and monthly operations  
Each month, we move funds from our interest bearing account into the operational accounts (which earn no interest) to support the monthly operations of the lake. This time of year we do not have sufficient inflow of funds to cover expenses.
- i. *Rodger Vogel moved to approve transferring \$75,000 from the Hometown Money Market account ending in 3616 to the MidAmerica Operating account ending in 173. Eva Falzone seconded. A roll call vote was taken. All aye, motion carried.*
  - ii. *Mary Crook moved to approve transferring \$60,000 from the MidAmerica Operating account ending in 173 to the Midland Payroll account ending in 8718. Eva Falzone seconded. A roll call vote was taken. All aye, motion carried.*
- f. Finance: Transfer funds from Operating to General Administrative to support monthly Lake Manager approved expenditures  
*Bob Bittner moved to approve transferring \$3,000 from the MidAmerica Operating account ending in 173 to the MidAmerica General Administrative account. Roger Vogel seconded. A roll call vote was taken. All aye, motion carried.*
- g. Finance: Rollover of CD  
Two CDs are coming due. We do not need the cash for operations prior to assessments coming in; therefore, the cash needs to be reinvested.
- MidAmerica Bank CD due January 23, 2025 in the amount of \$29,920
  - Community State Bank CD due February 7, 2025 in the amount of \$70,112
- Diana Hale will research rates and determine where these funds will be reinvested. The process for reinvesting funds will be discussed at a future Board meeting.  
*Eva Falzone moved to renew or move the CD that is coming due at MidAmerica Bank on January 23, 2025 in the amount of \$29,920 and to renew or move the CD that is coming due at Community State Bank on February 7, 2025 in the amount of \$70,112, with Diana Hale determining where the new CD is purchased. Roger Vogel seconded. A roll call vote was taken. All aye, motion carried.*

**Announcements:**

- a. Next regular LTA Board meeting February 15, 2025
- b. Announcements from Board members: None
- c. Announcements from Membership: Dave Augustine (Barbados Dr) – requesting new volunteers to take over organizing the annual LTA garage sales, thanks to everyone who has assisted in the past

**Comments by Membership:**

1. Bob Hamann (Chairetree Ct) – don't forget about the tree in Chairetree Park which is rotting and needs maintenance, need updates from DMP at Board meetings
2. Julie Reed (Cedar Ln) – allowance of chickens and geese and changing Covenants accordingly
3. Jon Brunschon (Pinetree Ct) – clarification on monthly bills for purchasing gravel for Putnam County roads, nature trail hours and signage during hunting season, stop signs not legal on Bureau County roads, silt washing into lake due to maintenance digging at west end inlet
4. Gino Ciardullo (Lake Thunderbird Dr) – status of new Wi-Fi internet

**Adjournment:** The open session was concluded at 10:26 a.m. *Bob Bittner moved to adjourn the open meeting and move to a closed session. Mary Crook seconded. A voice vote was taken. All ayes, motion carried.*

**Closed Session:** A closed session meeting was convened at 10:41 a.m. A quorum was established. *Eva Falzone moved to adjourn the closed session at 12:56 p.m. Mary Crook seconded. Unanimously approved.*

**Reconvene Regular Board Meeting and Adjournment:**

*Eva Falzone moved to reconvene the regular Board meeting at 12:57 p.m. Mary Crook seconded. Unanimously approved. Bob Bittner moved to accept and implement subject matters A through N from the closed session. Eva Falzone seconded. Unanimously approved.*

*Rodger Vogel moved to adjourn the open session at 12:57 p.m. Eva Falzone seconded. Unanimously approved.*

Respectfully submitted,  
Angela Nicoli  
Interim Recording Secretary