

Lake Thunderbird Association

Board Meeting Minutes

Saturday, October 18, 2025 at 9:00AM

Pledge of Allegiance / Call to order: The meeting was called to order at 9:00 a.m.

Roll call / Establishment of a quorum: Board members present – Bob Bittner, Director; Paul Byrd, President; Mary Crook, Director; Diana Hale, Vice President. Eva Falzone, Secretary; Chris Pope, Treasurer and Rodger Vogel, Director; were not in attendance. A quorum was established.

Approval of agenda: There wasn't a closed season on September 20, 2025, so there are no closed session minutes to approve as stated in the posted agenda.

Bob Bittner moved to replace item 5.b. “[approve] September 20, 2025, closed session [minutes]” with “approval of the September 25 special Board meeting minutes”. Diana Hale seconded. A voice vote was taken. All ayes, motion passed.

Bob Bittner moved to approve the agenda as amended. Diana Hale seconded. A voice vote was taken. All ayes, motion passed.

Comments by members regarding agenda items: None.

Approval of prior Board minutes:

- a. September 20, 2025, Open Session Board Meeting
- b. September 25, 2025, Special Board Meeting

Bob Bittner moved to approve the September 20 open and September 25 special meeting minutes. Diana Hale seconded. A voice vote was taken. All ayes, motion passed.

Correspondence by Secretary – Eva Falzone: Not in attendance.

Financial report – Paul Byrd for Chris Pope:

- a. September 2025 financial reports

Cash and Investments Report

- Operating funds remain high at \$637,010, as 2025 assessments continue to come in. These balances will decrease in the coming months but should be sufficient to fund operations throughout the rest of the year. This total also reflects the reinvestment of the CD at Heartland bank for 14 months at 3.36% interest.
- Reserve funds are \$755,106.
- Commission Funds total \$27,074.
- All funds combined total \$1,419,189.

Profit and Loss Statement

- Collections from 2025 assessments continue to trickle in. Total revenue for September was \$29,351.
- Operating expenses totaled \$87,373 for September, resulting in operating expenses in excess of revenues of \$58,022.
- Capital expenditures reflect minor additions to the Snack Shack renovation project and clubhouse pavilion project totaling \$1,890. September had a total net loss of \$59,912.
- Accounts Receivable from unpaid assessments decreased slightly in September – totaling \$141,046.
- Year to date revenues were \$1,472,659, which is 94% of the total revenue budget for 2025, leaving approximately \$53,000 in 2025 overdue assessments to the \$141,046 in total overdue assessments, that shows that around \$88,000 of assessments are overdue by one or more years. This compares to the over \$200,000 that was overdue in early 2024. The office staff, primarily Raquel Brown, has truly done some heroic work to bring down our overdue assessments by over \$100,000 since they arrived on the job.

- Year to date operating expenses total \$863,841. Several line items exceed the annual budgeted amount, including Telephone, Vehicle Expense, and Real Estate Taxes on the lots that LTA owns. These overages will be more than offset by lower Salaries and Wages expense by the end of the year, as staffing levels are greatly reduced.
- Year-to-date revenues over operating expenses totaled \$608,817. Year to date capital project costs totaled \$95,591, and year to date LTA has transferred \$151,541 to the reserve funds, which is money borrowed in past years as well as current year reserve fund contributions. Total year to date revenues less expenses and capital project and reserve funding was \$361,684. This number will decrease in the coming months and should be much closer to \$0 by the year end.

Bob Bittner moved to approve the Profit & Loss Statement and the Cash & Investments Report for September 2025. Diana Hale seconded. A roll call vote was taken. All ayes, motion passed.

b. Bills to approve

Bank debits are routine expenses totaling \$22,295.93. Utilities and the health insurance plan were the largest items. The operating account “to be paid” totaled \$22,851.14. Larger items include \$7,450 for the paving and patching projects at the boat launch, clubhouse, and Tiskilwa blacktop as well as \$2,400 for the dam inspection. The general administrative account totaled \$1,186.00. “Payments not on previous List of Bills” totaled \$8,360.41 and included the volunteer appreciation dinner and the final payment for the 2025 Reserve study.

Bob Bittner moved to approve the Bills to Pay for October 2025. Mary Crook seconded. A roll call vote was taken. All ayes, motion passed.

c. Other financial updates:

- The 2024 Corporate Tax Returns have recently been filed. Taxes owed were \$3,781 for the federal return and \$1,443 for the state return. These amounts are significantly lower than the 2023 taxes. LTA had previously made deposits for the taxes in 2024, at the 2023 rates, and so LTA has overpayments of \$4,973 federal and \$1,621 state, which will be applied to our 2025 taxes.
- The 2026 renewal rates for the employee health insurance plan from Blue Cross have been received. The medical premiums are only increasing by 0.5% so there is no plan to make any changes to the current plan for 2026.

President's report – Paul Byrd:

- Paul Byrd has been away from the lake three of the last four weeks so there are a considerable number of emails and issues that need his attention to catch up on in the weeks ahead.
- Thankfully, the commissions and committees have continued to meet and do some of the real work of the association.
- Thank you for the continued support the President and the rest of the Board of Directors has received.
- The annual meeting is in two weeks; please return your ballots for the upcoming election of new Board members.

Lake Manager's report – Paul Byrd:

The office and facilities staff continue to work hard keeping the bills paid, issues handled, grass mowed, water tested, trees trimmed – all things that the membership takes for granted. This lake is like a small city in many regards and our staff does a wonderful job keeping things on an even keel.

Advisory Committees and Commissions

- a. **Architectural Control (Bob Bittner):** ACC met twice since the last regular Board meeting and issued permits for: a new home on Birch St, new garage on Weaver, solar roof panels. The Commissions recommends issuing fines for those who disregard stop work orders, work without permits, and improper storage of building construction material.

- b. **Campground (Steve Glynn):** Thank you for the new bathhouse ventilation installation as well as the LED lighting which is not only provides better lighting of the campground but also reduces energy consumption. The campsite affected by the campsite fire earlier this summer has been cleaned up and the new electrical pedestal has been installed. Thank you, Tom Kraft, for clearing trees at the campground. Saturday October 25th at 4pm at the clubhouse is the Campground Trunk or Treat Halloween celebration.
- c. **Conservation (Steve Glynn):**
 - Thank you, Facilities, for the work on the spillway.
 - Herman Brothers are working to correct the fish stocking order. The fish were too small at delivery and Herman Brothers is working to deliver the correct larger fish as soon as possible.
 - The last fishing tournament of the year is October 19th; everyone is always welcome at weigh in.
 - The ILMA conference (and registration) is a month earlier this year – registration due by December 1, 2025. **Anyone interested in going to the ILMA conference should contact Paul Byrd: pbyrd@lakethunderbird.us.**
 - Aquatic Control met with Steve Glynn and other volunteers to discuss what they have done thus far to treat the lake in the last few years and their plans for future treatment.
 - Mary Dappen and Rob Hickox are working with Taylor's Way to get information about oak wilt out to membership.
 - Paul Byrd met with Mike Sprague (Senachwine Township Road Commissioner) to discuss the decaying condition of the culverts near the Maintenance shed where the Senachwine Creek runs under Lake Thunderbird Drive. Mike Sprague believes that the culverts will need replacement in the next three to five years, as they are essential when flooding occurs.
- d. **Deer Management Program (Rick Steele – not in attendance):** So far, 14 does and 3 turkeys have been collected. Rick Steele will provide a final tally at the end of the season.
- e. **Dog Park (Mary Dappen – Presented by Paul Byrd):** The Dog Park commission drafted a set of documents earlier this summer. Copies of the proposed waivers to be signed by park users and the proposed rules that will govern the dog park were sent to the LTA lawyer, and to a member who has volunteered to review our insurance policies. Neither found anything concerning about the dog park documents. Paul Byrd has requested a detailed project plan of how the park will be implemented – lot location, funding, and construction. Once the Board receives this plan for review, we will vote on whether to proceed.
- f. **Earth Day (Ann Annen):** Thank you to Rob & Maggie Hickox for helping with watering three times a week all season. Thank you to Dave & Joan Augustine for delivering bales of hay for the clubhouse.
- g. **Events & Amenities (Chris Pope - not in attendance):** LTA Craft Fair at the clubhouse November 1st. Buy tickets for Booze & Blooms (November 21st) in the LTA office.
- h. **Finance (Linda Brauer - not in attendance):** None.
- i. **Hiring Commission (Paul Byrd):** The job posting for the Lake Manager position has been posted since October 6th. The identical job posting was listed under two titles: Lake Manager and Community Manager. This has resulted in an increase in the number and quality of the applicants. Resumes are reviewed by all members of the Commission and the first set of in-person interviews with the Commission members are scheduled for October 24th. There is not a finish date yet, but the Commission is working diligently to find a Lake Manager, while giving fair and sufficient time and consideration to the candidates applying for the position.

Initial process:

- The Commission met to review the Job Description for the Lake Manager Position.
- New job posting was created.
- Job posting appeared on [Indeed.com](https://www.indeed.com) on October 6, 2025.
- The job was also posted to the [Association Website](#), the website for the [Illinois Lake Management Association](#) and the [Illinois Association of Lake Communities](#).

Process to select a Lake Manager:

- Resumes are screened daily, and the commission chooses candidates to recommend for an online prescreening interview based on relevant job qualifications and related skills.
- Candidates receive a 30 minute online prescreening interview.

- The Commission reviews the performance of the prescreening interviews to determine candidates that will be scheduled for the first in-person interview with the Hiring Commission.
- An evaluation will be done by the Commission to determine which candidates will be recommended to the BoD for a final interview.

j. **Lake Water Management (Tom Dwyer):** None.

k. **Newsletter (Diana Hale):** None.

l. **Planning (Paul Byrd):** Will meet again once Paul Byrd has time to prepare for a meeting.

m. **Rules (Dave Augustine):** Updating and compiling changes made this year for publication.

n. **Security (Tom Pope):** None.

o. **Tree Huggers (Rob Hickox):** None.

p. **Water Safety (Bob Bittner):** The entire lake is No Wake – Yellow Flag due to low water levels

q. **Water System (Dave Augustine):** Waiting on Test Inc to compile the 2022 and 2024 records so LTA can know what properties may need physical inspection. Also reviewing contract from Test Inc as current contract is up for renewal. Meeting with Test Inc November 3rd.

Resolutions by Board members: None.

Unfinished business: None.

New business

a. **Administrative: Name a Registered Agent of the organization**

The Secretary of State requires an annual report from every HOA. To file this report, we need to have a “registered agent” of the organization. For right now, that is Paul Byrd as both President and acting Lake Manager. Once a new Lake Manager is hired, a decision can be made if the role should stay with the Board President or the Lake Manager.

Mary Crook moved to name Paul Byrd as the Registered Agent of the Lake Thunderbird Association for purposes of filling an annual report with the State of Illinois. Diana Hale seconded. A voice vote was taken. All ayes, the motion passed.

b. **Facilities: Approve installation of vent hood and fire suppression in Snack Shack**

Quotes for the installation of both the vent hood and the fire suppression system have been acquired. Though both installations are to be approved in this meeting, the fire suppression system installation can be delayed to address the plan for payment. Vent hood installation requires cutting a hole in the roof and ideally should be completed now, before winter.

Discussion: The Board would like to move quickly on these final pieces of the Snack Shack renovation to ensure the full usage of the kitchen as early as possible in spring of 2026.

Bob Bittner moved to approve \$2,450 for Dave Wealer to install the vent hood and \$5,475.38 for Getz to install a fire suppression system. Diana Hale seconded. A roll call vote was taken. All ayes, motion passed.

c. **Rules: Approval of Reserve Fund rules**

- Proposed rules governing the Reserve Funds were published in the October ChairTree.
- Changes were reviewed again on Wednesday October 15th at the Rules Committee meeting and minor changes were made.
- A Board member submitted more changes after the Rules meeting and thus the Committee has not had time to review those changes.

This new section on the rules cannot be approved until these changes have been incorporated and reviewed.

d. Financial: Approve reinvestment of maturing CD

This agenda item was added at the last minute when the Board thought there was a CD coming due in late October. On further review, that was confusion based on the way the CDs used to be listed in the Cash & Investments report. There is no CD to reinvest at this time; this agenda item is no longer needed.

Announcements

- a. Next meeting will be the Annual Meeting Sunday, November 2, 2025, 1:30pm**
- b. Next regular LTA Board meeting is Saturday, November 15, 2025**
- c. Announcements from Board members:** None.
- d. Announcements from membership:** None.

Comments by membership:

- Bob Hamann – Expressed continued disappointment in the inaction on saving the Chairtree carving despite reaching out to various Board members and Lake Managers over the years.
 - Steve Glynn, Bob Bittner, Mary Crook, and Linda Demien have reached out to various sources to see what can be done and it is requested that a plan be brought to the Board.

Bob Bittner moved to approve the Lake Manager to spend up to \$5,000 on saving the Chairtree carving in Chairtree park. Paul Byrd seconded. A roll call vote was taken. All ayes, motion passed.

- Karen Scheid (8 Barbados CT N) – What is CAN?
It is a non-emergency email communication network published by the LTA office that was put in place earlier in 2025. The goal is to use this for community announcements of events and reminders that are not emergencies. TENS will still be in use and only for emergencies, as intended.
- Jay Scheid (8 Barbados CT N) – What is the status of the insurance claims in relation to the campground fire?
Raquel Brown in the LTA office was in contact with the insurance agents as part of this claim. She is the best source for the status of these insurance claims.
- Does anything in the Covenants and By-Laws restrict the Board from adding an Assistant Lake Manager position to the organization?
There are no restrictions on how the staff is structured in our rules.

Adjournment: The open session was concluded at 10:15a.m. *Mary Crook moved to adjourn the open meeting. Diana Hale seconded. A voice vote was taken. All ayes, motion passed.*

Respectfully submitted,
Alyssa Windell
Recording Secretary

Summary of Motions from the BOD Meeting – Saturday, October 18 at 9:00AM

- Bob Bittner moved to approve \$2,450 for Dave Wealer to install the vent hood and \$5,475.38 for Getz to install a fire suppression system. Diana Hale seconded. A roll call vote was taken. All ayes, motion passed.
- Bob Bittner moved to approve up to \$5,000 to be spent on saving the Chairtree carving in Chairtree park. Paul Byrd seconded. A roll call vote was taken. All ayes, motion passed.