

Lake Thunderbird Association

Board Meeting Minutes

Saturday, December 20, 2025 at 9:00AM

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

Roll call / Establishment of a quorum: Board members present – Bob Bittner, Director; Paul Byrd, President; Mary Crook, Director; Diana Hale, Vice President; Chris Pope, Treasurer (via teleconference); Karen Scheid, Secretary; and Rodger Vogel, Director. A quorum was established.

Approval of agenda: *Mary Crook moved to add item k to New Business “Approve transfer of \$40,621 from Hometown National Bank Money Market Account to MidAmerica National Bank Operating Account.” Diana Hale seconded. A voice vote was taken. All ayes, motion passed.*

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

Comments by members regarding agenda items: None.

Approval of prior Board minutes:

- a. October 18 Board Meeting
- b. November 2 Special Meeting
- c. November 13 Special Meeting & November 13 Closed Session
- d. November 15 Board Meeting & November 15 Closed Session
- e. November 22 Special Meeting & November 22 Closed Session

Diana Hale moved to approve the eight sets of meeting minutes from October 18, November 2, November 13, November 15 and November 22. Karen Scheid seconded. A voice vote was taken. All ayes, motion passed.

Correspondence by Secretary – Karen Scheid: None.

Financial report – Chris Pope:

a. November 2025 financial reports

Profit and Loss Statement

- Total revenue for November was \$7,732.
- Operating expenses for November totaled \$78,871. Expenses exceeded revenue by \$71,139.
- Minor expenditure for resealing the clubhouse lower parking lot of \$1,250.
- Net loss for November of \$72,389.
- Year-to-date revenues are \$1,490,253, which is 95% of budget for 2025. Will likely come short of budget, primarily due to home rental fees budgeted at \$23,000 (short-term rentals prohibited January 2025) and coming short on some assessments.
- Year-to-date operating expenses are \$1,020,440. Salaries & wages and contract services are significantly under budget. Projecting that operating expenses for the year will remain under budget.
- Capital projects to date total \$103,427 with the majority of funds going to clubhouse bathrooms and snack shack improvements. The beach pavilion re-roof project was paid using Menards rebate checks from the bathroom project, so it shows \$0, but these expenses will be reclassified at year-end.
- A total of \$151,541 was added back to reserves this year.
- Year-to-date net profit was \$214,845; projected to end the year with a profit. Will pay additional items by year-end such as clubhouse plumbing and lower level remodeling work as well as a new water analyzer.

Cash and Investments Report

- Operating funds total \$499,095. A CD is coming due which will be discussed under New Business.
- Reserve funds are \$756,290.
- Designated committee funds total \$23,358.
- Total for all accounts is \$1,278,743.
- Overall, in a strong cash position going into year-end. This is low point in the year until 2026 assessments start coming in, but have plenty of operating funds to carry through.

Rodger Vogel moved to approve the Profit & Loss Statement and the Cash & Investments Report for November 2025. Mary Crook seconded. A roll call vote was taken. All ayes, motion passed.

b. Bills to approve (presented by Paul Byrd)

- Bank debits are routine with the largest payment being for Property & Casualty Insurance at \$14,465.25 and other large items being Ameren (\$3,200.50) and Frontier (\$4,302.10).
- To be paid larger items are to Angie Nicoli for \$3,075.80 for various expenses. LTA has not had a credit or debit card for the last three months. New credit cards just arrived for LTA that will be used for these various expenses going forward. Rydin was \$3,381.43 for 2026 boat/storage/vehicle stickers. Tires were also purchased for one of the maintenance trucks at \$1,137.96.
- General Administrative Account has only two items. Targeting closing that account and moving expenses to the new credit card.
- Payments not previously listed include Christmas party expenses and other items that were previously paid.
- Going forward, when project dollars have already been Board approved, the underlying bills will be listed on this report.

Diana Hale moved to approve the payment of December bills, since the November Board meeting, in the amount of \$50,824.33. Mary Crook seconded. A roll call vote was taken. All ayes, motion passed.

c. Other financial updates: None.

President's report – Paul Byrd:

We are welcoming T.J. Tieman to his first LTA Board meeting as our new Lake Manager! You should all feel welcome to come talk to him. There is one item that doesn't require action from the Board, so it's not an agenda item, but it does need to have membership awareness: Environmental Protection Agency (EPA) requirements.

- Our Water System commission has been working to become compliant with EPA requirements, and that is taking quite a bit of work. In two areas, we have submitted all our data and are waiting on confirmation that we are now compliant. But the third area deals with lead in our drinking water, a new hot topic due to Flint, Michigan.
- Because we are not yet compliant with one aspect of their requirements, the EPA is telling us to send out a notice that some houses might have lead in their drinking water. A letter like that is frightening, so we want to send a note accompanying this EPA warning explaining what is going on.
- First off, no home at our lake was built before 1969, and it is generally true that from the mid-60s onward, lead was not used in water mains or in new home construction. So it is highly unlikely that even one home here has any lead pipes carrying drinking water.
- But the EPA requires that we perform a complete audit of every home. With your 2024 assessment letter came a survey asking about your water service lines. Nearly half our residents filled it out and said they had no lead pipes – out of 270 forms, 2 said yes to lead, and 268 said no. We will of course prioritize those two people and find out if they were wrong, or if they really have an issue. But 301 residents either did not fill out the survey, or

filled it out and indicated “I don’t know” as to whether they have lead pipes in their home. These 301 homes will be getting the EPA notice by the end of this year.

- The Board needs to decide in the next few months what to do about these 301 homes. I recommend, as a starting point for discussion, that we send out another survey to these folks with their 2026 assessments. Accompanying the survey will be a detailed instructional letter that explains how to find the water service line coming into your house, and to take a picture of it, and to describe it in writing. (Or, they can just return the survey again and say, “I don’t know”.) When those surveys are returned, Facilities staff can look at the picture and confirm the presence of a plastic line (which is what most of us have), or not. If we can’t confirm the line is plastic or if the survey is “I don’t know”, Facilities can schedule a time to visit the home with the homeowner and make the determination in person.
- For those that don’t return the survey for a second time, we will call and email them, and hound them into submission. If we have to, we will impose a fine, or whatever is necessary to get their attention. We simply need to schedule a time to visit people’s homes and do the inspection. If you don’t like us coming into your home, then call a plumber yourself, or complain to the EPA. But we have to do this to be compliant.
- I will talk a little more via email with the Board members about this, and then we will send out an email to these 301 people, per EPA instructions.

Lake Manager’s report – T.J. Tieman:

In my first three weeks as Lake Manager, I have had the pleasure of meeting a number of people and hope to meet everyone else eventually. I appreciate the warm welcomes and thank members for visiting the office. I want to put my best foot forward to carry on doing what is right for this community. I am currently working on preparing for the upcoming season.

Advisory Committees and Commissions

- a. Architectural Control (Bob Bittner):** Approved two seawalls at December 11 meeting.
- b. Campground (Steve Glynn):** Welcome T.J. to the LTA family, met with him recently and provided an overview of campground.
- c. Conservation (Steve Glynn):**
 - Main topic is ChairTree project to restore and save the carvings. Recommend going with \$2,100 bid from Sunshine Tree Service to remove carvings and store in safe location for the winter. Looking for someone to re-color the carvings, which will likely be displayed in the clubhouse. Facilities and volunteers to clean up the site by removing the fence, gravel and stump and planting grass. Have suggestions on replacing the tree, meeting with the Historical Society and the Indian Tribe.
 - \$1,500 donated for fish stocking
 - Jim Chaplin – Home Depot will donate Christmas trees to use for fish cribs
- d. Dog Park (Mary Dappen):** Need to figure out a plan and budget as well as needed lot transfers.
- e. DMP (Rick Steele – presented by Paul Byrd):** So far this season, 52 deer have been taken (43 does and 9 bucks) and 3 turkeys.
- f. Earth Day (Ann Annen):** None.
- g. Events & Amenities (Chris Pope):** Bunko is January 10. Wine, cheese and chocolate party planned for February 7.
- h. Finance (Linda Brauer):** None.
- i. Hiring Commission (Paul Byrd):** See New Business item a.
- j. Lake Water Management (Tom Dwyer – presented by Andy Merek):** Met with T.J. last week.
- k. Newsletter (Diana Hale):** Need travel articles. Further discussion on whether this should remain on the agenda as a commission.
- l. Planning (Paul Byrd):** Will meet in the next month.
- m. Rules (Dave Augustine):** None.

- n. **Security (Tom Pope):** None.
- o. **Tree Huggers (Rob Hickox):** None.
- p. **Water Safety (Bob Bittner):** Stay off the lake, it is not safe/frozen.
- q. **Water System (Dave Augustine – presented by Chris Pope):** Met Monday and discussed the material line inventory project (discussed by Paul in the President’s Report). LTA is now caught up on two required EPA filings that were delinquent:

- 2024 Water Use Report – submitted to EPA
- 2025 Water Use Report – will submit in March 2026
- Source Water Protection Plan – submitted to EPA

New water analyzer installed this week (\$42,000 expenditure previously approved), will change operating procedures and gain efficiencies. Current system no longer supported after this year.

Resolutions by Board members: None.

Unfinished business: None.

New business

a. **Administrative: Thank and disband Hiring Commission**

One final time, I’d like to recognize and thank the four members of the Hiring Commission that convened in September to find us a new Lake Manager. They got right to work, advertised the position, and screened over 70 candidates. They trained the Board in how to conduct comparative interviews and coached us through the decision process after those interviews. Lastly, they provided the framework for the onboarding process that has helped T.J. come up to speed quickly and effectively. Gerri Chaplin, Jayme Devick, Andy Merek and Donna Naborowski deserve all the thanks that the Board and membership can give them!

Diana Hale moved to disband the Hiring Commission. Mary Crook seconded. A voice vote was taken. All ayes, the motion passed.

b. **Administrative: Approve sale of lot to existing member**

We have no written policy on how to transfer the deed of a property from the Association to a new owner. In general, this process is defined by our local property attorney, Ryan Anderson in Henry. He requires that we have notarized documents, signed by the President, accompanied by meeting minutes showing that the President was duly elected.

Discussion: LTA was approached by a realtor with a bid of \$3,000 on an Association-owned lot. President Paul Byrd emailed the Board and there were no objections to the sale. Signed and notarized paperwork along with a Board Resolution showing approval to sell the lot needs to be returned to the attorney to complete the sale.

Bob Bittner moved to approve the sale of a single non-lakefront property to an existing member in good standing for \$3,000. Rodger Vogel seconded. A roll call vote was taken. All ayes, motion passed.

c. **Administrative: Confirm rules on septic inspections**

Yes, this is a motion to explicitly do nothing. The office received notice from the Bureau, Marshall, Putnam Combined Health Department that they are no longer requiring inspections of septic systems in those counties. The State of Illinois Public Health Department still recommends inspections. This county change does not change our Rules and Regulations, which still require inspections of anaerobic systems every three years, and aerobic systems every six months. Each year, we continue to address reports of overflowing septic systems by contacting members and requiring that they repair their systems.

Discussion: Karen Scheid provided additional information that the county changes are the result of manpower/cost effectiveness of recordkeeping and follow-up, will focus on preventative education to residents, reliance on real estate closings to include septic inspections, prioritizing new construction inspections and failed

system complaints. IL Administrative Code 905 continues to require septic systems to be maintained and serviced properly and fines can be assessed up to \$1,000/day for noncompliance.

Bob Bittner moved to approve that we not make any changes to our existing Rules and Regulations as they pertain to septic system inspections. Karen Scheid seconded. A voice vote was taken. All ayes, motion passed.

d. Administrative: Clarify/Revise holiday pay policy in Employee Handbook

Our Employee Manual states that full time employees receive seven paid holidays, and that if they work on a paid holiday they will receive double time. The Manual says that part-time and seasonal employees are not paid for holidays. T.J., Nyla and I have been reviewing a set of changes to be made to the Employee Handbook, and these will be brought to the Board at an upcoming meeting.

Since we are in the midst of the Holiday season, and two holiday days off are on the immediate horizon (Christmas Day and New Year's Day), I would like to gain Board approval to pay our nearly full time office staff for those holidays, and all holidays, if they have worked in 2025 and plan to work in future years enough to meet eligibility requirements for medical coverage.

Diana Hale moved to approve the addition of a sentence in the Employment Compensation Policy in the Employee Handbook on page 10 under the section labeled Holiday Pay, that would say, "Part-time career employees who meet eligibility requirements for Health Care coverage will also receive paid holidays." Karen Scheid seconded.

Discussion: An employee is currently eligible for medical coverage if they work an average of at least 30 hours per week in a calendar year. An appropriate label for these employees is part-time permanent. Do not combine this new benefit with the health insurance requirements in the event LTA changes insurance providers and eligibility requirements change. Update the motion accordingly.

The previous motion was rescinded. Diana Hale moved to approve the addition of a sentence in the Employment Compensation Policy in the Employee Handbook on page 10 under the section labeled Holiday Pay, that would say, "Part-time permanent employees that work an average of at least 30 hours per week per year are considered full time employees for the purpose of holiday pay." Karen Scheid seconded. A voice vote was taken. All ayes, motion passed.

e. Administrative: Develop policy/rules regarding gifting of lots to LTA

Last month, we approved the concept of limiting the number of lots owned by the Association to twenty. Whenever we own more than twenty saleable lots, we would stop accepting new gifted lots and work to sell lots until we reduced our inventory of lots to ten. Then we would again allow members to give us their lot if they are behind on dues, but only if fully paid on county taxes, provided they paid the deed transfer fees.

This month, we will discuss the procedure to sell lots that the Association owns (beyond the seventeen lots that the Association owns permanently due to their strategic location). The ten lots most recently given to the Association will be identified. All other saleable lots will be subject to the following process:

For each lot, every lot owner adjacent to the saleable lot will be contacted and asked if they would like to purchase the lot for \$1000. If more than one says yes, they can bid against each other.

After three weeks have passed, all the saleable lots will be advertised for sale on Facebook and CAN. Interested parties will be directed to the LTA website where they will sign up for the lot auction. They will register and be given a unique number (so no one will know names of bidders). Each week, the highest bid price for each lot will be updated on the website, and the bidding will continue. Once the highest bid stops changing, the auction will be over and the highest bidder will be contacted for each lot. Starting price will be \$1, since putting the property back on the assessment rolls forever is more important than the sale value.

Discussion: What are the administrative costs and should the starting price cover that? Where and how should the lots be advertised? Are we keeping to the 20-lot limit discussed last month? Criteria for LTA taking a lot back? Let the lots go back to the County?

Diana Hale moved to approve the concept that we author procedures to sell properties owned by the Association. Rodger Vogel seconded. A voice vote was taken. All ayes, motion passed.

f. Facilities: Approve Sunshine Tree Service contract for ChairTree

The Conservation Commission has recommended that we spend \$2,100 of the \$5,000 we approved last month to remove the carvings from the ChairTree in ChairTree Park and store them for the winter in the Firehouse. Future work will preserve the carvings and display them, as well as remove the stump of the ChairTree.

Mary Crook moved to approve a contract in the amount of \$2,100 with Sunshine Tree Service to remove all carvings from the ChairTree and transport them to the Firehouse. Rodger Vogel seconded. A roll call vote was taken. All ayes, motion passed.

g. Facilities: Approve purchase of replacement dump truck

Our 2002 Ford F350 dump truck has been out of service twice in the past month due first to corroded brake and power steering lines, then due to a failed starter immediately followed by what appears to be an engine fuel delivery problem. In addition, the floor of the dump bed is so rusted that Tom needed to use silicone caulk to fill the holes so that our salt/gravel mixture would not simply drain through.

The Reserve Study has the replacement of the dump truck listed as a high priority, so buying a replacement immediately is within the recommendations. Our 2026 budget has \$56,000 listed as a planned capital expense for a new truck. T.J. and Tom have seen multiple used trucks for sale recently, all under \$50,000.

Mary Crook moved to approve the purchase of a used dump truck with a price under \$56,000 to replace our failing dump truck. Karen Scheid seconded. A voice vote was taken. All ayes, motion passed.

h. Rules: Revise policy on contractor vehicle stickers

It has been pointed out that it is virtually impossible to police the policy that all contractor vehicles must display an LTA-issued sticker. This sticker is issued only once contractors provide proof of liability insurance, to try to avoid the problem that occurred last summer when a contractor's truck destroyed a member's garage. However, we cannot legally keep a contractor from working for a member, and we don't have the security staff necessary to routinely drive around looking for noncompliant contractor vehicles.

Instead, we will tell contractors that wish to advertise in the ChairTree and be listed on our contractor board downstairs in the Clubhouse, that we will only list contractors that annually file with us a copy of their liability insurance.

Diana Hale moved that we revise the ACC Rules regarding contractors displaying a vehicle sticker on all work vehicles to remove this requirement, and instead state that in order to be advertised in the ChairTree and recommended as a known LTA contractor, contractors need to provide proof of insurance each year. Rodger Vogel seconded.

Discussion: Some less reputable service providers tend to get insurance and once they receive the paperwork, they cancel the insurance or they don't pay. Continual monitoring for current insurance would be needed. Homeowner is ultimately responsible for policing their service provider rather than LTA implementing rules for the homeowner.

Bob Bittner stated that the policy is enforceable – just stop, discuss the rule with the provider and provide them a form – and removing the rule is taking a step backwards. Not all service providers come through ACC. This proposed change has not yet been brought to the ACC or Rules Committee.

Rodger Vogel moved to table the motion. Bob Bittner seconded. A voice vote was taken. All ayes, motion to table passed.

i. Rules: Approve modifications to the DMP portion of the Rules and Regulations

It has been unclear whether all walking trails are completely closed during deer hunting season or not. The addition of this sentence will clarify that yes, all trails are closed EXCEPT FOR the West Trail (that leads west from Lake Thunderbird Drive at the west creek inlet toward the silt dam). That trail is closed for walkers at night and all morning until 9AM so that hunters may hunt, but is OPEN for walking during the daytime from 9AM to sunset.

Diana Hale moved that that we revise the Rules and Regulations to add a statement pertaining to the Deer Management Program and our Walking Trails that states, “Only the West End Trail is open from 9AM until sunset from October 1st through January 17th, deer hunting season.” Rodger Vogel seconded.

Discussion: Should all trails be closed for safety? Hunting season is October 1, 2025 – January 18, 2026. General confusion on the status of the trails during hunting season, need further discussion with DMP.

Bob Bittner moved to table the motion. Rodger Vogel seconded. A voice vote was taken. All ayes, motion to table passed.

j. Financial: Approve the maturing of Operations CD for \$170,000

In June of this year, once the majority of assessments had been received, we purchased a \$170,000 six month CD at 3.86%, since we didn't need those funds until the low point in our cash flow, which occurs every January through March. That CD is now maturing, and if we do nothing, the bank will roll it over into a new CD, locking up the funds, and causing us to pay a penalty to get the money when we need it in the next few months. Putting these funds in a CD has earned us \$3,281.

Chris Pope moved to approve that the Board allow the \$170,000 CD at Spring Valley City Bank to mature, and not be rolled over into a new CD. Rodger Vogel seconded. A roll call vote was taken. All ayes, motion passed.

Discussion: These funds can be moved into our Spring Valley City Bank Money Market to make some interest.

Mary Crook moved to approve that the Board place the \$170,000 into the Spring Valley City Bank Money Market Account. Bob Bittner seconded. A roll call vote was taken. All ayes, motion passed.

k. Financial: Approve transfer of \$40,621 from Hometown National Bank Money Market Account to MidAmerica National Bank Operating Account

Transferring money into the operating account to cover bills.

Bob Bittner moved to transfer \$40,621 from Hometown National Bank Money Market Account to MidAmerica National Bank Operating Account. Mary Crook seconded. A roll call vote was taken. All ayes, motion passed.

Announcements

- a. **Next regular LTA Board meeting is Saturday, January 17, 2025**
- b. **Announcements from Board members:** Merry Christmas and Happy New Year!
- c. **Announcements from membership:** None.

Comments by membership:

- Andy Merek (Chairtree Ct.) – Picture of a pipe was handed out but not addressed. Paul Byrd explained that it was the septic pipe removed last week from downstairs in the Clubhouse which was partially rusted out.
- Rick Frank (Aztec Cir) – Active LTA Men’s Club, looking for new members and new ideas, meet first Tuesday of each month for breakfast.
- Linda Demien (Lake Thunderbird Dr) – Is CAN up and running, how are lot values determined, where would LTA lot sales appear on Profit & Loss Statement?

Adjournment: The open session was concluded at 10:45AM.

Closed Session: Closed session meeting was called to order at 10:56AM by Paul Byrd. *Mary Crook moved to adjourn the closed session at 11:54AM. Chris Pope seconded. Unanimously approved.*

Reconvene Regular Board Meeting and Adjournment: *Chris Pope moved to reconvene the regular Board meeting at 11:54AM. Karen Scheid seconded. Unanimously approved.*

No Board actions were taken during closed session.

Bob Bittner moved to adjourn the open session at 11:55AM. Mary Crook seconded. Unanimously approved.

Respectfully submitted,
Angela Nicoli
Interim Recording Secretary

Summary of Motions from the BOD Meeting – Saturday, December 20 at 9:00AM

- Diana Hale moved to disband the Hiring Commission. Mary Crook seconded. A voice vote was taken. All ayes, the motion passed.
- Bob Bittner moved to approve the sale of a single non-lakefront property to an existing member in good standing for \$3,000. Rodger Vogel seconded. A roll call vote was taken. All ayes, motion passed.
- Bob Bittner moved to approve that we not make any changes to our existing Rules and Regulations as they pertain to septic system inspections. Karen Scheid seconded. A voice vote was taken. All ayes, motion passed.
- Diana Hale moved to approve the addition of a sentence in the Employment Compensation Policy in the Employee Handbook on page 10 under the section labeled Holiday Pay, that would say, “Part-time permanent employees that work an average of at least 30 hours per week per year are considered full time employees for the purpose of holiday pay.” Karen Scheid seconded. A voice vote was taken. All ayes, motion passed.
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- Bob Bittner moved to transfer \$40,621 from Hometown National Bank Money Market Account to MidAmerica National Bank Operating Account. Mary Crook seconded. A roll call vote was taken. All ayes, motion passed.