

Executive Committee Minutes  
April 14, 2018

Members Present: Lori Coyle, Ray York, Maureen Butrico, Debbie Pelmear

ITEM	DISCUSSION	ACTION/BOARD ACTION in BOLD
Executive Meeting Minutes	March Minutes Approval	Coyle moved to approve, York support. Approved as drafted
Standing and Special Committees	<p>Further discussion concerning orientation of committee chairs, and members on standing and special committees.</p> <p>Information packages will be developed for all committees including: monthly responsibilities and duties as well as yearly schedule when tasks are due. Following appointment of Committee Chairs, they will be given Packet. Request current chairs of all committees to establish orientation manuals for their committees as soon as possible.</p>	<p><b>1. Any Special Committee formed will have specified duties and objectives with expected time frame for completion of objectives, as determined by the Board of Directors. 2. Special Committees will fall under authority of Executive Committee (EC) and report to the Board of Directors. 3. Special Committees will meet prior to the Executive Committee in order for their report to be reviewed by EC before the BOD monthly meeting. 5. Chairs and Co chairs of all Special Committees will be elected directors of the LLPOA Board.</b></p>
Annual Meeting	<p>Discussed format for meeting, announcements and BBQ. Voting will be as in past with members standing and being counted and then asked to sit after counting. Office Staff to do count. Members only will be able to address board and must show number from registration when speaking to board.</p> <p>Discussed non member attendance at Annual Meeting. This was also reviewed by Attorney Bloom. Recommend that membership be advised that the issue will be further discussed and developed in order to be in place for the 2019 Annual Meeting.</p>	<p>Coyle and husband will coordinate cooking and serving of hotdogs. J. York and Butrico will coordinate beverages and other duties as needed with Coyle. Currently have approximately \$138.00 for BBQ. Will request donations to continue at future Annual Meetings.</p> <p>Following to be read to membership at the 2018 Annual Meeting. This year only members of the LLPOA may attend the Annual Meeting.</p> <p><b>In 2019, we are proposing that non-members be allowed to attend if they are assisting a LLPOA Member or if they are attending to gain information for a LLPOA Members who is unable to attend. They will not be allowed to participate or speak at the meeting.</b></p>

Trailer Committee	Discussed results from committee work and response from Attorney Bloom.	At this point it is recommended that we continue to instruct membership to review their Deed requirements and request their cooperation concerning requirements. Notice will be included in Annual Newsletter and periodically in Happenings and posted on website. <b>Recommend LLPOA continue with prior procedure of addressing any and all MRF's received concerning trailers and continue with letter notification process that has been in place.</b>
Office Procedures	Discussed requests made to office staff by board members.	<b>All requests should be made to Office Manager who will then instruct any part time staff. During Office Manager's absence requests should be directed to Board Secretary. Should additional assistance be needed at any time and Office Manager is not able to accommodate board member, the Board Secretary should be contacted.</b>
Newsletter	<p>Articles - discussed final Newsletter and how articles were edited. Committee chairs will be notified by Butrico of any changes to their article. No information was eliminated, but moved to give more attention to important topics.</p> <p>Discussed request from Maintenance for signature of person who wrote article for Newsletter. No valid reason to do so. Will treat article as in past as all articles have been sent to entire board and Maintenance and Mooring chairs were given opportunity to edit articles that had not been submitted by them as requested.</p>	

Fines	Taking gates or tampering with gates - discussed possible fine for tampering with or removing gates at launch areas. Recommend fine be established. R and R Committee discussed and made a recommendation that Executive Committee supports.	Coyle to send email to board asking for their support for the R&R proposed new rule and fines concerning gated and other destruction of LLPOA Properties via email in order to meet deadline for printing in Newsletter in order to give required notification to members to vote at 2018 Annual Meeting.
Sale of lots on Baker Road	Repeated request from members to purchase 3 adjoining LLPOA Residential lots, 177, 178, 179, on Baker Road in the Greenbriar Subdivision.	Coyle to send an email to board explaining that membership must be informed and in agreement to sell any LLPOA property. Notice will be sent in upcoming newsletter if board approves. Asking notice to state membership will consider the sale of these lots and allow the board to make final arrangements should they be in agreement to possibly sell lots.
Mooring Slips	Presented document of history of use and number of mooring sited that were available and used from 2006 to present. To discuss further in future.  Unused Mooring sites and refunds.	Suggest that members in mooring sites <b>only</b> be contacted concerning their non use of mooring site and their willingness to vacate site and have it be reassigned if there are members on a waiting list. If no one is on waiting list no action need be taken.
Cameras, gates, security	Discussed question concerning how member at gate will be able to reach assistance as phone lines are no longer at gates	Butrico to contact Hemry and Leonard for process to assist members at the gate with the new system.
Insurance Proof of Liability	Discussed attendance of John Decker at Annual Meeting. Do not believe his attendance will be the best use of time or be beneficial to membership.	Recommend that Mr. Decker supply to LLPOA a written document as to the recommendations he has made for a minimum of liability insurance and why. Copies will be made available to any members who have questions or want further information.

OPEN ITEM

1. Absentee voting at Annual Meeting

\*Note: Bold or underline requires Board Action/Notification

Minutes Prepared by: Maureen Butrico, Secretar