

Executive Committee Minutes
May 15, 2018

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

Called to order 8:07 PM

ITEM	DISCUSSION	ACTION/BOARD ACTION in BOLD
Executive Meeting Minutes	April Minutes Approval	Approved minutes approved at April board of Director's meeting.
P/P Minutes	Reviewed per board request, the P and P on Meeting Minutes. The submitted document is in compliance with Roberts Rules of Order. It is to be used as a guide for all committees, Board, Sanding and Special Committees as well as Closed Meetings. It was drafted as a guide to be used to demonstrate the points that should be included and avoided in taking and recording minutes.	<p>EC motion approved to recommend the Board that the Meeting Minutes Procedure be approved.</p> <p>EC recommends each committee review P and P as submitted and incorporate the guidelines for each of their committee's specific needs moving forward.</p>
Insurance Proof of Liability	Reviewed presentation from April Board meeting by J. Decker, Insurance. Concur that Off Premise insurance must be submitted for those members using a Mooring site and Watercraft Insurance submitted for watercraft using the lake.	Rules and Regulation Committee reviewing and will draft a Policy to be implemented for 2019 season. Members will have frequent notifications of policy via: newsletters, website, The Happenings and other means as indicated.

Annual Meeting	Recap of agenda, announcements. Discussed method to inform attendees of what is happening and planned for LLPOA, keep meeting to reasonable length of time and allow member participation.	<p>Recommend:</p> <ol style="list-style-type: none"> 1) Committee Chairs are asked to give a short 1 -2 minute presentation using slides if they choose, on what each committee has accomplished in 2018 and what their goals are for upcoming year. 2) During Announcements members will be told there 3 minutes per member, per subject and there will be a timekeeper who will alert them when their time has expired. 3) They will only be allowed to address assembly once on any given topic as determined by chair.
Mooring Slip	Discussed issue of member refund being offered to members. Although discussed at Board Meetings there is no record of a vote being taken.	<p>Request Mooring Committee Chair</p> <ol style="list-style-type: none"> 1. To present formal motion at May Board Meeting on refunding for mooring slips not used. 2. To draft a Policy and Procedure for managing the refunds.
Gates	Discussed continuing problems and issues surrounding gate system (cameras, software, communication to office) on both north and south launches.	<p>Recommended Next Steps:</p> <ol style="list-style-type: none"> 1. Mike Leonard to arrange for representative from gate company to address board at May Meeting during Open Forum. 2. Board vote needed to move forward on project with additional cost for new software. 3. Coyle to Re-establish Security Committee with Leonard to chair. 4. Committee will be responsible for: <ol style="list-style-type: none"> A. Comprehensive study of entire project and interface with cameras at both launch area. B. Drafting a Policy and Procedure to follow review of Gate system.

Cherry Park Construction	Discussed continuing issues surrounding member in Cherry Park who has been made a Member Not in Good Standing for failure to comply with Deed Restrictions for BCC approval of added deck. Discussed further complaints and MRF's from a growing number of members concerning construction equipment being stored and used on property and roads in Cherry Park and appearance of operating a business from said residence.	Complaining Members and Sub director advised to attend Township Meeting May 17, 2018 to ask for assistance from the Township.
Voting Cards	Laminated and re-designed for Annual Meeting. Ready for pickup on May 16, 2018.	Will be used at 2018 Annual Meeting. Record will be kept as to who is given what number and will track if not returned after meeting member issued card will be called.
The Happenings	Book Club Thursday, May 1, at LLPOA Office, Ladies Lunch Wed May 22 at Artesian Wells.	
Senator Mike Shirkey Request	Request received from Sen Shirkey to attend a meeting. Butrico called his office with his previous request to attend Annual Meeting. Informed him we were a private association and only members were allowed to attend.	Will notify his office meetings are for members only.
Vette Proposal	Vette presented a letter from Lawyer suggesting that the Association send a 'Clearing letter'. This letter would state that "from this moment on the LLPOA does not allow RV Trailers in the LLPOA sub divisions." This would stop any further trailers and would grandfather those that already have trailers. This is not recommended by the EC.	Refer to Rules and Regulation for follow -up.
Docks in water/winter	Briefly discussed what to do with docks left in water after November 15th deadline.	Refer to Rules and Regulation for follow -up.

Courtesy Lots	Discussed proposed definition and explanation on Courtesy Lots	Refer to Rules and Regulation for follow -up.
LLPOA Lots Plan for each	Discussed plans for each lot the LLPOA owns. Update to Land Study needs to be completed. Formation of Special Committee may be required to gather data as to what would be best use of the property owned by the LLPOA.	Update to Land Study needs to be shared and discussed with board following the Annual Meeting. Formation of Special Committee recommended. Will be Moved to Open Item.
Pinewood Rd. at crossover	Discussed issues surrounding area including erosion problems at area.	Recommend referring to Maintenance /Mooring with suggestion to make contact with Hillsdale Road Commission.
Greenbriar Park	Plans voted on by board. Board voted to inform members in area of any proposed project and this was not done for the project at Greenbriar Park.	Recommend notifying residents surrounding Greenbriar Park of proposed project to solicit input. Suggest that there be a study made on the Greenbriar Park and develop a future vision for this park and share this with the members in the area. A plan can then be put together to accomplish the vision.
Office Cleanup	Request from office staff to clean up area around office. Started but not completed in past. Butrico Proposed at Maintenance Meeting we do cleanup of area surrounding office with use of volunteers and Maintenance staff. Rent a wood chipper and spread mulch around area and plant donated ground-cover and/or plants. Planned for June 16, from 8 to noon. Colton volunteered to bring Hotdogs. Sign-up sheets will be at Annual Meeting, mentioned in Happenings and will be on website.	Request Help from board for day of cleanup.

Dave Johnson	Resignation received. Discussed how to handle replacement as notice was not included in Annual Newsletter	Recommend Coyle make announcement at Annual Meeting of vacancy and explain not being able to vote due to lack of notice. Request those interested in filling position to attend June Board of Directors Meeting to be voted on by board per policy.
Adjourn 10:05 PM		

*Note: Bold or underline requires Board Action/Notification

Open Items

1. Absentee voting at Annual Meeting
2. Sale of lots on Baker Rd.
3. Land Study - make available to new board following 2018 Annual Meeting. Consider review and updating and development of plan for each LLPOA lot. (Strategic Planning)

Minutes Prepared by: Maureen Butrico, Secretary