

**LAKE SENECA PROPERTY OWNERS, ASSOC., INC.
BOARD MEETING FEBRUARY 10, 2011**

Minutes of the Lake Seneca Property Owners Association, Inc. Trustees Meeting
Held at Lake Seneca Arrowhead Lodge on February 10, 2011

Roll Call: Sue Shenkel, Lynn Elston, Ron Parke, Roger Pontious, David Deubner. Excused absentees were Jim Donze & Denny O’Hair.

Meeting called to order by President Sue Shenkel.

Property Owners Time:

Linda Earhart brought up the subject of collection of delinquent accounts and when to turn them over. She said when she worked at Sears in the collection department and if people were making payments, they did not turn them over to collection and we did not charge a late fee. If they ignored us, then we turned them over. We tried very hard to work with our customers. I just think we should do the same for the people in our community. Sue Shenkel stated that the By-Laws say when accounts are 60 days past due, they go to collection and we have to follow the By-Laws.

Lynn Elston asked Linda Earhart and Janice Bilton to come up with a hardship clause for the interest being charged on delinquent accounts.

No other concerns or issues.

Approval of minutes for January 13, 2011:

Motion to accept minutes of previous Trustee meeting dated: January 13, 2011

Motion made by: Lynn Elston Second by: Roger Pontious

Motion passed: Yes = Unanimous, accepted as is. **Motion #11/02/01**

Treasures Report: Lynn Elston- Treasurer’s report for January 2011.

LSPOA Checking	-----	\$	6,271.39
Petty Cash	-----	\$	200.00
Operating Fund - Savings	-----	\$	28,222.88
Dam Fund - Savings	-----	\$	56,042.91
Capital Reserve Account (Roads)	---\$		30,426.26
Operating Reserve	-----	\$	20,363.93
LSPOA Checking w/Huntington Bnk		\$	500.37
Special Road Assessment	-----	-\$	31,852.01
Emergency Reserve Fund	-----	\$	<u>16,099.48</u>
Total Current Assets			<u>\$189,979.23</u>

Lynn Elston stated that all of the accounts are tracking on target. For this fiscal year, we are taking in about \$3000 to \$4000 more than what we projected. The Trustees are doing a good job keeping their accounts from going over budget.

Motion to accept Treasurer’s Report for January 2011

Motion made by: Roger Pontious Second by: David Deubner

Motion passed: Yes = Unanimous, accepted as is. **Motion #11/02/02**

Board Meeting for February 10, 2011 Cont.:

Committee Reports

Maintenance & Bridge – Ron Parke: There has been some maintenance on the trucks. As for the pump on County Road R, we received a quote on a converter for \$2,400. Ron Parke made the motion to buy this converter for \$2,400. Discussion followed. We will use Owens Electric to install it.

Motion made by: Ron Parke Second by: David Deubner

Motion passed: Yes = Unanimous, accepted as is. **Motion #11/02/03**

Ron Parke also handed out his maintenance schedule to each of the board members. This is an estimated time line of what needs to be done and when. It is just a guide to be used.

Office – Lynn Elston: We brought the office into the twenty-first century by buying high speed internet connection. We removed two phone lines; one in the sheriff's office and one in our office. Lots are still for sale. We will open up the sealed bids for lots on February 16, 2011.

Legal & Co-Chair Long Range Planning – Jim Donze: Absents excused. Lynn Elston informed the audience that Jim had a stroke about 10 days ago. He was in rehab in Montpelier. He is going for speech therapy 3 times a week. They think he'll make a full recovery. He can't write or talk. Our prayers go out to him and his family.

Public Relations & CO-Chair Long Range Planning – Sue Shenkel: Last month I presented an estimate for digging out the two pits from Mike Ward. Some of the members present at last month's meeting ask for an estimate on digging out the opposite side of the bridge. That would be additional \$1500. The membership also wanted an estimate on digging of the bank and that would be \$3,000. Their thinking is, is this a cost saver and will it help the wear & tear of the dredge. More discussion followed.

Buildings & Grounds – Denny O'Hair: Excused absence.

Lake & Dam, Waste Water – David Deubner: Nothing happening with the lake right now. Does anyone have any concerns or questions? No other concerns.

Dredging & Crane – Roger Pontious: Is Darrel Durham willing to run the dredge this year. Ron Parke stated that he didn't think Darrel will run it. Roger will contact Mike Ward on dredging and operating the crane. Lynn Elston said that someone needs to put a package together so we know how much money is needed and where. Sue Shenkel stated that digging the pit and the bank line will be \$9,000. That is without moving the dirt that is in the pit. Roger will call Darrel also to see if he is willing to train people to run the dredge. More discussion followed.

Road Committee – Courtney Earhart: I spoke with John at Gerkin. He wants to come out but he has to be able to see the road. We've been playing phone tag. When weather breaks, he will be here.

Recreation Committee – Lori Poynter: Not present – no report.

Board Meeting for February 10, 2011 – Committee Reports Cont.:

Old Business

Pump on County Road R – Already covered earlier.

Motion to Adopt Employee Handbook – Sue Shenkel. No one has had a chance to look it over really well. David Deubner stated that there are a lot of changes needed. Ron Parke stated that if we had 300 or 400 people, that would be perfect but we only have 3 people. Lynn Elston stated that this is more complicated than what GM has. We do not need to micro-manage these people. We need to keep it simple. Roger Pontious asked do we really need to point all this stuff out to 3 employees. Is there an abuse to using the internet, or copy machine, or drug abuse, etc. Lynn Elston stated that he will type up a simple one page handbook and will be employee friendly and association friendly. More discussion followed.

New Business

Motion to transfer accounts from First Federal to State Bank – Lynn Elston:

Motion made by: Lynn Elston Second by: Roger Pontious
Motion passed: Yes Unanimous. **Motion #11/02/04.**

David Deubner asked what is the downside of transferring these accounts? Lynn Elston stated that there is no downside. More discussion followed.

Sue Shenkel asked for a Motion to Adjourn.

Motion made by: Ron Parke Second by: Roger Pontious
Motion passed: Yes Unanimous. **Motion #11/02/05.**

Sue Shenkel, President

Approved

Ron Parke, Secretary