

Petite Lake Highwoods association

Annual meeting minutes for September 17, 2016

1. **Meeting called to order:** 10:31 am
2. **Officers Present:** Toni Woodmaster, Bob Leavitt, Rachel Johnson, Sam Terranova, Andrea Herron
3. **Officers Absent:** Mark Johnson
4. **Introduction of new members:** Joe Kozlowski.
5. **Present & adopt agenda:** Ed Oilschlager made a motion to accept the agenda. Lou Aerne seconded. A vote was taken, all ayes.
6. **Read and approve minutes from 09-19-15 annual meeting:** Doug Giroux made a motion to accept minutes. Bill Brooks seconded. A vote was taken, all ayes.
7. **Election of officers:** Bill Brooks volunteered to preside at the election of new officers.
 - A. **President:** Andrea Herron nominated **Toni Woodmaster**, who accepted. Cathy Brooks seconded, all ayes.
 - B. **Vice president:** Cathy Brooks nominated **Marlene Perez**, who accepted. Nina Whitaker seconded, all ayes.
 - C. **Treasurer:** Nancy Waltz nominated **Rachel Johnson**, who accepted. Cathy Brooks seconded, all ayes.
 - D. **Secretary:** Joe Kozlowski nominated **Bob Leavitt**, who accepted. Doug Giroux seconded, all ayes.
 - E. **Beach Commissioner:** Doug Giroux nominated **Andrea Herron**, who accepted. Alyssa Herron seconded, all ayes.
 - F. **Park Commissioner:** Doug Giroux nominated **Sam Terranova**, who accepted. Andrea Herron seconded, all ayes.
 - G. **Road Commissioner:** Marlene Perez nominated **Mark Johnson**. The Board accepted on his behalf based on his interest to serve for another term. Ed Oilschlager seconded, all ayes.
8. **Public comment:** None.
9. **President's report:** Toni extended thanks to the Board for their dedication and hard work for the good of Petite Lake Highwoods.
10. **Other reports:** Andrea reported that the Board has hired Shorewerks to construct a new wood seawall at the main beach/park. At last years annual meeting it was decided to start a "seawall fund" to begin saving money for this project. It was also assumed that it would take about 3 years to save up. During the course of the year, Andrea was able to negotiate a price with Shorewerks that would cut the savings time in half. The Board decided to get started with the project this year, while the pricing was good, and to use savings to cover the cost until it could be reimbursed with this year's special assessment. According to Andrea's last contact with Shorewerks, construction should begin on November 10th, and take about a week to complete. All boats must be removed before then.
11. **Treasurers report, audit report and budget:** The Petite Lake Highwoods fiscal year runs from September 1st to August 31st, which is why the Annual Meeting is typically held in September.

Debbie Leavitt, Miah Livermore and Nancy Waltz audited the books on September 16th, 2016.

As mentioned in Andrea's report above, the special assessment for the seawall repair fund was cut in half for this year. However, the channel weed abatement cost will be going up a little. As a result, this year's assessments for a typical one house on one lot will be \$218.03, which is down from last year's assessment of \$254.26.

12. **Acceptance of proposed budget:** Ed Oilschlager made a motion to accept the budget, Lou Aerne seconded. A vote was taken, all ayes, budget is accepted.

13. **New business:**

- A. **Discuss options for piers at South Park:** At this time the consensus is that it would be best to try to keep all piers at the main park. The South Park, while possible to relocate piers there, is more remote, less secure and with no lights or power.
- B. **Discuss options for expanding pier spacing at the main park:** There are a couple of problems with the current pier configurations. First is that there is often more demand than there are pier spaces, which may not have an easy solution, as we are limited by Waterway Agency rules. Secondly, the spacing between piers is not consistent, which makes it difficult to accommodate all sized boats, especially those who would like a boat lift. Several ideas, including eliminating the beach area and reconfiguring the swim pier were discussed. The Board will pursue it further during the year and with Mark Johnson's input. Mark has more information regarding the waterway rules, but was not able to attend this meeting.
- C. **Explain pier rental procedures:** Several of the members inquired about how pier spaces are assigned. It was explained that owners in good standing (all assessments are paid, they own a registered, insured boat, etc.) have first rights to a pier space. That space (actual location may change as needed or requested) is available to them until they choose to give it up.
A person who rents from an owner in good standing may apply for an available pier space, and it will be assigned in the order the request was made. A renter must re-apply every year as spaces will be offered to owners first.
If, after the above mentioned piers have been assigned, there are still spaces available, an owner or renter may request an additional pier space.
In any case, a pier space is available for the entire season, meaning that a renter or second boat will not be removed, even if an owner becomes eligible for a space during the season.
- D. **Chili Dump:** Due to many members not being available, it was decided to have a Fall Cleanup, possibly after the seawall construction, and have our Chili Dump (or maybe a Chili cook-off!) at that time.

14. **Old business:**

- A. **Maintain welcome committee:** The welcome committee will still be headed by Andrea Herron and Toni Woodmaster.
- B. **Neighborhood Watch:** A reminder to all residence to be vigilant and call the proper authorities in the event of problems.
Joe Kozlowski said that he would be interested in heading up the Neighborhood Watch committee and that he would contact the Sheriff's office for information. Curtis Parrish and Amanda Wood also volunteered to help him out.
- C. **Update signatures with new board members:** No new members elected this year, so all bank account signatures will remain.

15. **Adjournment:**

Meeting adjourned at 11:00 a.m.

Submitted by Bob Leavitt, Secretary