

Petite Lakes Highwood Association  
Meeting Minutes from 5/17/2023

- 1) Meeting called to order at 6:54pm
- 2) Officers present: Sam Terranova, Bob Leavitt, Joe Kozlowski, Shannon Turk, Amanda Wood, Lauren Hart, Dakota Schneider
- 3) Officers absent: none
- 4) Acceptance of minutes: added Curt Frake's last name to last month's minutes - Sam accepts, Shannon seconded
- 5) Acceptance of agenda: Sam accepts, Shannon seconded
- 6) Correspondence:
  - a) Bob received correspondence from Becky Jansens that she still receives the notice for the PO Box .
- 7) President's report:
  - a) Thanked the board for going through the totes that were in the shed.
- 8) Treasurer's Report:
  - a) In order to obtain a new EIN #, we need a name and address for a contact person for the non-profit status
    - i) Amanda suggested we get the articles of incorporation through a lawyer and then ask what they recommend we do
      - (1) Bob questioned if we have the articles of incorporation, would we still need to do all that?
      - (2) Cleanup - \$1750.00
      - (3) Beach - \$1500.00
        - (a) Sam has receipts for items purchased for the clean up
  - b) Currently working on 3 liens:
    - i) 25049 W Forest
    - ii) 24921 W Forest
    - iii) Mike Sedlakus residence
  - c) Balance:
    - i) Checking: \$60, 982.31
    - ii) Savings: \$20,468.39
- 9) Other Reports:
  - a) Joe-
    - i) He would like to send out a text to pier renters that have not supplied their current insurance information on file for their boats
    - ii) He has been checking into composite decking prices for the piers
      - (1) The piers are 30', currently the cost to do one pier is \$1440
        - (a) He has been checking marketplace to see if we can find it at a lesser price

- (i) Found one post that said there was 540' available, Joe offered him \$500.00 but has not heard back yet.
- (ii) He would really like to find something at a discount , the board agreed. If he's unable to find a deal on it, we will just repair areas of the piers that are unsafe.

b) Sam

- i) He installed new LED pier lights
- ii) He asked the landscaper to spread the sand and spray the weeds.

10) Continuing business

- Updating by-laws/addressing short term rentals
- LED Flood lights at the park (when the weather allows)
- Quotes for the basketball court/boat ramp
- Third party accountant to perform audit
- North park pier replacement
- Gazebo for the park - Sam brought in picture examples
- Re-wording the boat slip agreements to include that the board reserves the right to reassign pier slips

11) New Business

- a) Computer needs key code for quickbooks
  - i) Amanda will look for it (she thinks it might be in the old treasure's bag)

12) Clean Up

- a) Bob will put announcement for the 6/3/23 cleanup date on the website

13) Next Meeting: 6/3/23 - Cleanup / Next Board meeting: 7/12/23 @ 6:30 dockers north

14) Meeting adjourned: 8:20 pm

Notes submitted by Lauren Hart, secretary