

Petite Lake Highwood Association

Meeting minutes for 07-15-16

Meeting called to order:

7:26 p.m.

Officers present:

Toni Woodmaster, Rachel Johnson, Marlene Perez, Bob Leavitt, Andrea Herron

Officers absent:

Sam Terranova, Mark Johnson

Acceptance of agenda:

Andrea moved to accept, Marlene seconded.

Acceptance of minutes:

Rachel moved to accept minutes of May 20th, 2016 meeting, Andrea seconded.

Correspondence:

Toni—Received email from Mary Mikhail thanking Toni for putting American flags out at everyone's house to celebrate Independence Day. She said it made a wonderful patriotic statement!

Toni—The secretary of state sent us our "not for profit" registration that must be filled out and sent in. We filled it out at this meeting.

Rachel—Received a note (along with dues payment) from Nancy Nava thanking the board for extending her extra time to pay.

President's report:

None.

Treasurer's report:

The checking account has \$22,433.

The savings account has \$20,454.

Due to a miscommunication, the check to U.S. Liability Insurance (board liability insurance) did not get sent out on time and the policy was cancelled. We have re-applied and the insurance company is in the process of re-instating the policy ASAP.

Clow Insurance (treasurers bond) requires separation of duties for the treasurer, meaning that Rachel can not have control over the balancing of the checking account and be a person to sign checks. She was already removed from check-signing a couple of months ago.

Marlene is now an authorized check signer.

Checks to go out are: 154 to Service Sanitation (Portable toilet), 3258 to Integrated Lakes Management (weed abatement) and miscellaneous sums to Mark and Rachel Johnson for beach cleanup re-imburement.

Fees for members with late payments will be going out soon.

Other Reports:

Toni—The beach has been temporarily closed due to high bacteria levels (goose and duck droppings).

Andrea—Contacted Will from Shorewerks regarding a start time for the seawall replacement. He said that he is way behind schedule and is hoping to get started in August.

Andrea told him that would be fine as long as he can get it all completed in one shot and not to simply start the job just to appease us. He did inform us that he did secure the permit already. We have not paid Shorewerks any money yet.

Continuing business:

- Discuss status of new seawall—See Andreas report above.
- Gerry Scheupfer's dead plants along Oak Lane near her house—Toni spoke with Matt Langellier, who sometime maintains the weeds along that walkway, and he has no knowledge of how this happened. The Board surmises that it's probably a naturally occurring issue and Toni will contact Gerry to let her know.
- Street light is out at Elm and Forest, and Oak and Forest. Mark was not at this meeting so we will get status report next month.
- Volunteers to maintain Facebook page—Toni contacted Matt and Dawn Langellier to see if they might be interested, but neither one are Facebook users. Marlene will ask her husband, Curtis, to see if he's interested.
- Review PLH membership directory/email list—this is an ongoing task for the Board which we did not have a chance to work on tonight.
- New street light at Elm and Highwoods—Mark and Jim Jorgensen are working on it.
- Welcome new people to neighborhood—Andrea and Toni to continue with this.

New business:

- Jim Smak, our landscape contractor, applied weed killer to the sand areas at the beach. Thank you to Jim!
- Andrea would like to check the weed abatement schedule, but will have to get info from Sam at next meeting.
- Set tentative date and time for Annual Meeting.

Cleanup:

Added to master list:

- Bring a pop-up canopy to the cleanups. Will protect against rain or strong sun, especially during lunch!

Next meeting:

Thursday, August 18th location TBD, beginning at 6:30 pm.

Annual Meeting—Saturday, September 18th, beginning at 10:00 am at the basketball court.

Adjourned:

Meeting adjourned at 8:55 pm.

Submitted by:

Bob Leavitt, Secretary