

# Petite Lake Highwood Association

## Meeting minutes for 07-26-17

### Meeting called to order:

7:10 p.m.

### Officers present:

Rachel Johnson, Mark Johnson, Bob Leavitt, Marlene Perez, Toni Woodmaster, Sam Terranova. Guests: Shannon Turk, Joe Kozlowski

### Officers absent:

Andrea Herron

### Acceptance of agenda:

Sam moved to accept, Rachel seconded.

### Acceptance of minutes:

Sam moved to accept minutes of June 26<sup>th</sup>, 2017 meeting, Marlene seconded.

### Correspondence:

Toni—The corporate bond needs to be filled out by the PLH officers (yearly procedure required by the Secretary of State).

Toni—Jim Smak discounted his lawn mowing bill due to the flooding.

### President's report:

Met with Jim Jorgensen, who stated he would take down the dead ash tree on the beach for free. This will save the association the \$700 that we had a quoted to us.

Jim also mentioned that he would help with tree removal at the north park.

### Treasurer's report:

Checking account has \$14,097, Savings has \$20,456

CAP insurance (Board member protection) is up for renewal—no change in cost. Rachel made first installment.

### Bills to be paid:

Portable toilet bill for \$162.00

Jim Smak (lawn service) \$780.00

Clow Insurance \$100.00

Mark Johnson \$48.63 re-imbusement for flag pole brackets and servicing of boat launch padlock.

Electric Harbor \$1000.00 for 1<sup>st</sup> installment for pier re-configuration.

All checks were signed for above bills.

Deposits of \$593.03 to go to bank.

Rachel commented about the amount of time spent on gathering information for home closing costs that are required of us by home sellers. Sometimes the work must be repeated because the sellers lose the documents that were provided to them. Due to the amount of work required to process documentations for home sellers, Mark made a motion and Sam seconded to increase the fees from \$25.00 to \$100.00. These fees are typically part of the closing costs associated with the sale of a home, and the general discussion was that it

would not be overly burdensome to a home seller. A vote was taken with 5 ayes and 1 nay (Toni). The fees will be increased to \$100.00.

The house at 24934 Park was sold to Susan Payne. Welcome Susan.

The properties at the corner of Highwoods and Park were sold to CJW development.

**Other Reports:**

Sam—Will cancel the beach toilet service for one month due to low usage during flooding.

Shannon Turk—Noticed that Com Ed power lines at Forest and Elm were on fire and called the fire department. Power was out for a couple of hours while Com Ed made the repairs.

**Continuing business:**

- Status of pier re-configuration—Andrea.
- Collection agency for long-term non-pays—Toni
- Review PLH membership directory/Master email distribution list—Give Bob any information on new or updated members that you know about.
- Welcome new people to neighborhood—Toni, Marlene and Amanda Wood to continue with this.

**New business:**

- Need to compile a list of repairs due to the recent flooding.
- Close beach until all is dry—Toni will install caution tape.

**Cleanup:**

Added to master list:

- No new items at this time.

**Next meeting:**

Wednesday, August 23<sup>rd</sup> at 6:30 at the Johnson's house.

Annual meeting-Saturday, September 23<sup>rd</sup> at 10:00 a.m. at the basketball court. Board to arrive early.

**Adjourned:**

Meeting adjourned at 8:30 pm.

**Submitted by:**

Bob Leavitt, Secretary