BOARD MEETING – April 17, 2019

PRESENT:

~~JOSEPH ASPELUND~~	ROBERT FEHON	STU KIPILMAN	RUSSELL NOLAN
ROGER CROOK	MICHAEL ILARDI	JOANNE MACHALABA	KIM STECHER
PAT DEGNAN	GLEN KATZ	~~BEVERLY NEMIROFF~~	MICHAEL STOCKNOFF
SCOT DESORT	~~MARK KEMPNER~~	KRISTEN NEU	ROBERT TORCIVIA

ADMINISTRATION: ROBERT ROSSMEISSEL, Esq.

ABSENT: JOSEPH ASPELUND, MARK KEMPNER and BEVERLY NEMIROFF

Michael Ilardi, President, called the meeting to order on Wednesday, April 17, 2019 at 8:00 p.m.

Kim Stecher — Roll Call

Michael Ilardi
MOTION #1: — Motion to approve the minutes of the March 20, 2019 Board Meeting.
2nd by
Michael Ilardi — Does any one have questions or changes to the minutes?

Kristen Neu — Under questions/changes to the minutes on Page 1, "Sue" should be "Stu" in the 3rd statement.

Motion Carried

CORRESPONDENCE None

GOOD & WELFARE

Debra-Ann Chait – 20 Calumet Avenue

- At the March 20, 2019 meeting Kristen Neu stated, "this is the first time I am saying it because it's a budget issue and the answer was wrong. There is an overall trend in our minutes that the proper answers and proper feel of the discussion is not captured appropriately and this is an example of one."
- For the record I disagree with Kristen Neu's comments regarding the minutes.
- The minutes are approved at every meeting with the Board's opportunity to question or comment about anything in the minutes. For the last 17 meetings Kristen has not had any questions, comments or concerns about the minutes. For the most part, people's statements and responses are verbatim. Multiple or same comments or responses are generalized into one statement as to not be repetitive. Transcriptions capture words verbatim, however not the emotion of how they are spoken. Rarely is a discussion summarized and not captured verbatim. The minutes are reviewed and approved by the president prior to being distributed to the board which in turn the board has the final approval.
- After Kristen's concerns I was asked to review the recording. I have included the additional transcription for the February 21, 2019 meeting. As you will be able to read, Kristin stated she did not know what was true, that this was her interpretation and she knew nothing about it. However, Stu Joseph's response both simplified and clarified the discussion and answer that Stu Kipilman had been seeking. Ultimately, it is the board's decision if you would

like to include the additional transcription. My goal is to transcribe the board's discussion as accurately as possible while obtaining all the main points for our community and the board's review.

- In closing, I would like to remind the board that it makes it very difficult to transcribe when more than one person is speaking, cutting each other off and sidebar conversations going on that are clearly picked up on the recording which frequently makes it difficult to hear and transcribe finished thoughts. Please know that I remain committed to doing the best job possible and hope that you will bring any further concerns with the minutes in a timely manner. If the President deems it necessary to review the recording for accuracy, it will be done as requested.
- I want to thank Joanne and Roger for professionally clarifying for me and asking me to do what Kristen Neu did not ask.
- On the last note, I'd like to wish every one a happy Passover and happy Easter on what everyone is celebrating.

PRESIDENT'S REPORT

- **Board Seat**: An ad will be going in the May Newsletter and online May 1st for the available Board seat. Hopefully we will get applicants and address that at the May meeting.
- **Emails**: We get emails from the office and other Board members that are addressed to Board members only but if there is a topic that should go to a Chairperson who is a non-Board member, the officer-in-charge, if you realize that Committee chair should be included in something forward them the email. I do not want to add those people to the list because there are a lot of confidential emails that we receive as a board. If you see something or can give a recap and forward to your Committee chair who is not on the Board to keep them in the loop of things that they miss out on by being a non-Board member.
- **Requisitions**: With the busy season starting, just a reminder to fill out requisitions or email a req to Charlie or Michele or even Maintenance or the office. Email to Kurt also making sure Charlie is on it so the work can be scheduled and prioritized as to what needs to be done. Board members go up to Kurt and say they need this, this and this but there may be another priority list and he does not know who to listen to. Somebody who has the big picture will know what to prioritize.
- Thank you to Bernie Hayet for donating two large speakers. They will go with our podium for annual meetings.
- **Festival Day Parade**: Festival Day committee was discussing the parade and we would like committees to participate in the parade. I think a great idea for the Lake committee would be to pull a pontoon boat and have something on the pontoon boat explaining the Lake. You can have a bucket of green water, bucket of clean water with something with alum in the middle of something. People do not really know what goes on to keep the Lake in the condition it is in.
    - **Comment** by Joanne Machalaba: We were planning on doing a table with the Lake information so we could have a discussion. We did put it out to the committee last year to have a float in the parade and got no interest.
    - **Response** by Michael Ilardi:
        - If it gets interest, it was an idea. You can give it a shot and see but it was just a thought.
- **Phone System:** Would like to thank Michele and Scot Desort for really working on the phone system. It was a big project to switch the phone system and will save us a lot of money over time. It will be more functional.
- Would also like to thank and recognize Scot for all the time he put in over the last couple of months between the phone system, the wiring issues with the Internet cables, doing the bar and setting that up. Thank you.

OFFICE REPORT

- April 2019 report distributed by email.

SITE MANAGER'S REPORT

- April 2019 report distributed by email.

MAINTENANCE REPORT

- April 2019 report distributed by email.
- Michael Ilardi noted that the electrical box put in at the tennis courts is crooked which probably does not make a difference, but it is sitting on the ground with a pile of leaves around it that will hold moisture and rust it out. Is it possible to have it lifted a little bit to keep it off the ground? Or at least get the leaves cleaned out?
- **Response** by Charlie Bogusat: Depends on the conduit.

TREASURER'S REPORT

- April 2019 report distributed in packet.
- At last month's meeting we did discuss the dam overages and it was questioned as to where the money for the dam overages was going to be coming from.
    - The POA budget which is Planning Line is $16,157.46
    - The Equalization was overspent by $41,830.72
    - The Late Fee Account was overspent by $11,028.22
    - Those were all for Civil Dynamics who was the engineer.
    - With a little bit of remaining funds from the Concrete Construction Company it is not quite as bad as 69 but we did go over and overspend the Dam project.
    - **Response** by Michael Ilardi:
        - There were motions for all of those expenditures.
        - It was brought to the Board with the understanding that we were overspending the original allotment and therefore not done without Board knowledge and approval.
    - Stu Joseph:
        - Last month there was a recap of all the amounts you had and approved to spend. Were the extra amounts put into that? Were they included?
    - **Response** by Pat Degnan:
        - They were overspent but … They were in last month's spreadsheets. The Motions were all made.
        - Stu Joseph:
            - Were the Motions to spend the extra money noted in the spreadsheet?
        - **Response** by Pat Degnan: No she did not make that notation.
        - Stu Joseph:
            - All the approvals to spend money were incomplete in that? Is that what I am hearing?
            - Like the Motion to spend money out of the Late Fee Account said we are going to spend $50,000 and you spent $60,000 was there a 2nd Motion for $10,000 that should have been in there and was missing?
        - **Response** by Pat Degnan: Yes.
        - Stu Joseph:
            - It would be a good idea to get our recap updated.
            - Get a final recap of what was accrued from each area and the total spending so you know where you stand.
            - Michael Ilardi: Add those Motions into that spreadsheet.
            - If I recall, it looks like we overspent by about somewhere in the neighborhood of $40,000.
            - The question I raised of where did it come from is only one place you can actually overspend which is the budget line. Otherwise you needed a vote to bring it out from the other areas. If you did not bring it out then you automatically overspend the budget line. You looked through them last time we talked and those were all the Motions.
        - **Response** by Pat Degnan:
            - I have all the Motions. I did not have all the Motions with me that night.
            - This is 2017 and 2018.
        - Joanne Machalaba
            - Lake got hit with $20,000 against Dam maintenance.
            - We were over $11,000 and I usually manage my budget better.
            - I asked Lauren about it and she said it should be corrected and put somewhere else.
            - Stu thinks where else is it going to go because it has to hit the budget.
- Pat Degnan:
    - Did everyone get a copy of the email from Lauren regarding the financials? It came really late.
    - There were a lot of questions that were asked at the last minute and I was able to, thanks to Ryan and Michele we worked on it today, and were able to give you answers for a lot of the items that were in that original email.
    - **Joanne Machalaba**: Asked if we could walk through the email?
    - Pat stated that she would just read through.
    - Under POA cash you said we have a large amount of cash not including special funds. A large portion of that is delinquent dues collected over the past few years is what Lauren's response is.

- Yes we can put money in the Special Funds, which we can vote on to do because there is a surplus.
- The rent charges increased in Country Club to support the Reserve Fund that is being done even though it is only being reflected as the first month done. I was in the office today and January, February and March have been done. There is the $8,333 coming out and out of that $3,500 is going into the line for the Reserve Fund.
- It's being done. It's already in the system and will be reflected in next month's report.

- The Beach water testing is a one-time fee that we pay. We have a contract that was voted on. That was paid upfront for them to do the water testing. Last year it occurred in February and this year in March.
- G&A: $15,000 for the audit was a big expense that was supposed to come out of the Late Fee Account per the Motion.
  - **Response** by Stu Joseph: You're not authorized to pull it out of the Late Fee Account. The Late Fee Account has certain things it can be done for. If you want to change your Administrative Guidelines first, then you can take it out of there, you could. It did not fall in line with what the Late Fee Account …
  - **Response** by Pat Degnan: That's why it came out of the line although the Motion was passed for the Late Fee Account.
  - **Response** by Stu Joseph: How can you vote on a Motion that violates the Guidelines?
  - **Response** by Michael Ilardi: Didn't we have that discussion when the Motion came up? I have to look back at the minutes.
  - Joanne Machalaba: What's required to take it out of the Late Fee Account? The Board votes and that's sufficient?
  - Stu Joseph: For the most part it follows Equalization Fund rules. If it is in excess of $50,000 you can spend it on repair and replace items. It did not really fall into that category.
  - Stu Kipilman: There were two problems. The Late Fee Account – under $50,000 you were able to use it for legal fees and I don't know what else – insurance?
  - Stu Joseph: … None of it said it could go for Auditing and that was part of the discussion. I thought there was going to be a phone vote when you found out in the next day or two that it was not appropriate to take it out of the Late Fee Account. I know you need to do it right away because you have to pay the guy because he hung in there long enough and did all that extra work. It's just a matter of where it's coming from and I know the Motion was for pulling it out of there but the comments were it may not be appropriate. I think Kristen said it was not in the Guidelines any where and we had to make sure it got in there. Going back to the original Motion, Suzie sent it over to me and said to a couple of people as well saying …
  - Suzie Palazzo: It was not technically in the Guidelines yet. It was not policy so that is why they did not go back to revise the Motion.
  - (Many people talking at once throughout this section)
  - Stu Joseph: It was a policy in place because of that Motion that never got written into the Guidelines.
  - **Response** by Michael Ilardi: Since it was not in the Guidelines, we left it in the Late Fee Account.
  - Suzie Palazzo: You made a Motion to put it in but the policy was never written so how can we follow a policy that was never written?
  - Stu Joseph: That was what the clarification was all about. The policy is a Board policy that goes to a vote. The policy was you could spend it on these other things. You were following the policy when Stu asked for that money to go towards the Dam. He followed it, it was in excess of $50,000 and the whole policy was in place. We never put it into writing so people forgot about it. All we did was put it back into writing but it was still a policy that needed to be followed. Taking it out of the Late Fee Account is not appropriate. That is why it showed up in the budget.
  - Joanne Machalaba: So we are leaving it on this line?
    - Someone asked what line? **Response**: 515.03.
  - Joanne Machalaba:
    - If we leave the $15,000 here to comply with our policy then we will just have to be aware that we will have to find the auditing expense of $18,000 from this year's budget somewhere?
  - Attorney:
    - Stu, are you saying that if a motion is passed so that money can be taken from the Late Fee Account for certain uses that was kind of done knowingly passing a motion but then money was taken from the Late Fee Account for use that was not specified in the motion where they discussed violating the policy? Is that what you are saying? **Response**: Yes.
    - Michael Ilardi: Showed the Administrative Guideline that we got handed tonight to the attorney. Prior to this it was a policy but not in the Guidelines because it was never written into the Guidelines. I used the Late Fee Account because that restriction was not there in writing and decided not to hit the budget with it. Now, comments came on that it should not come out of the

Late Fee Account because of this policy. We voted on it that night to come out of the Late Fee Account. We did not revisit and withdraw it because it was not in writing at the time. Now it is coming to our attention again. If we are going to take it out of the budget we need to have another motion to rescind the Late Fee Account one and take it out of the budget.

- **Response** by Attorney: I think you should probably do that.
- Michael Ilardi: Even though this is dated after the Motion?
- Attorney: This was dated after the money was taken out of the Late Fee Account?
- **Response** by Michael Ilardi: Yes. Motion was February and the policy is March.
- Attorney: So basically then it's as if we should not do it again but probably it won't need to get corrected.
- Stu Kipilman: It can be corrected on the basis of when the motion was done. A motion prior to this to change it. So you can date this based on the Motion date and that would suffice to make it the right time.
- Stu Joseph: The policy for the Late Fee Account was more restrictive. You could only spend it on certain things. We modified it when there was a lot of money coming into the Late Fee Account and said okay here is the new policy so it got …so that anything over $50,000 could be spent on other stuff. It never got broadened to the extent that it would be allowed to go onto other uses like audit. No matter how you do it, it will probably violate the latest policy of what you can spend it on anyway. It's in the budget and it's probably the right place for it. It's being overspent. What Joanne is brining up is that hey we're overspending … (Many people again talking at once)
- Michael Ilardi: The Motion that passed says Late Fee Account. I don't have a problem leaving it in the budget but we have to make a Motion to rescind that Motion and overspend the Audit line by $15,000. That's what needs to be done.
- Stu Kipilman made reference to Administrative Guideline Section G as follows:
  - "4. Money in the Late Fee account can only be used for legal fees and directors' liability insurance. However, money accumulated in the Late Fee account in excess of $50,000 can also be used for other items. These excess accumulation expenditures will have the same restrictions as the Equalization Fund restrictions, which include how the money can be used and how it is approved."
  - Michael Ilardi: Which is repair and replace not an audit.
  - Suzie asked if she should get the old Motion that was passed. **Response:** Yes.

- Joanne Machalaba:
  - Line 513.04 - Voice/Data
    - Was 5 times more than last year's time frame. Were we talking more on the phone? It says almost $1,700 and last year was $274.
    - Michael Ilardi: Was that the Internet connection for the Wi-Fi? Alarm?
    - **Response**: No. That came out of Security.
  - Ryan, maybe last year was incorrect and understated at $274? Do you guys have a feel for what we normally spend?
  - **Response** by Ryan: I can get you a better answer on that but I don't want to stay something and be wrong.
  - Line 513.09 - Office Equipment and Maintenance is twice as much as the same time last year.
  - Roger Crook expressed that last year is not right on the Voice/Data line. It's like $90/month and that's not it.
  - Scot Desort: The Verizon bill for this building alone was $400-500/month. It must be wrong.
  - Line 513.12- Office/Clerical
    - $20,000 more than last year. I know last year's numbers are questionable.
  - Line 513.25 – Rent
    - What we pay to Country Club? That's where we pay the $8,333? **Response**: Yes.
  - Excess POA cash on hand: We have some options as a Board to what and when we want to move that money. So one option is next year to pay more rent to Country Club out of which more money can go to the Reserve Fund?
  - **Response** by Pat Degnan: We can decide to do that. We can also put 8% of the budget into funds. That would be my suggestion to do that first.
  - What's the thing on timing?
  - **Response:**
    - We can do that any time you want.

- Money can go into funds once we know we have enough money that we know we'll have.
- We just need to know what the actual surplus is and can take up to 8% of the budget to put in the funds.
- We did not put anything into the budget this year.
- We do not know how much surplus we had at the 2018 year end. The surplus discussed is multiple years of excess.
- Stu Joseph:
    - The 8% is the limit that you can put in this year.
    - You can put all of your accumulated excess up to 8%. It does not matter which year it is accumulated. You can go back forever.
    - We know the exact amount of the excess. The exact amount is all the cash we have minus the amount that we can attribute to 2019. 2019 – the paperwork we have shows we collected whatever we collected minus whatever we spent is $400,000 roughly. $400,000 of the $827,000 is 2019 money. Everything else has been accumulated excess over the years. It's gotten really big and you never really notice how nice and big it is. It's a nice problem to have. You have $424,000 owed to related excess, which is good and could do great things with it.
    - The Constitution says you can move it into either of the funds up to 8%, says we can hang on to some of it to account for any anticipated shortfalls in collections, so collections every year have been 98%-99%. You can say 2%, 5% or get away with 10%. Anything more than 10% would be hard to justify as needing to keep that. Whatever the Board decides is a reasonable amount to hang onto.
    - Whatever is left can go into the funds or offset the dues. So the way to do it is instead of offsetting dues that way is you put in the budget as rent and instead of raising the dues to cover a huge rent number you offset the dues, it's kind of artificial. You raise the rent and offset it by that increase in rent to get it into Country Club. That's another way to do it. It keeps it neutral in terms of dues.
    - If you plan on doing it that way, you do not want to put it in the funds right now because it will not be available to do that right now. If you don't want to do it that way then it can go into the funds now.
    - Michael Ilardi noted that since we can't spend money from the funds without a community vote we have much of the year to address this.
    - Think about what you really want to do. You have $423,000 that needs to be addressed.
    - You probably already know the pros and cons of the Sinking and Capital Improvements funds versus Reserve Fund on the Country Club side. It's a big number and can't really stay there.
    - Joanne Machalaba asked if there was a timing when the Board would try to move the surplus?
    - Response: Typically later in the year when we knew where our collections would be.
    - Stu Kipilman asked if the money we have in Country Club will stay there? **Response**: Yes.
    - (Lots of people talking at once)
    - Pat Degnan stated that if we put money into Country Club under rent then Country Club has to declare that as a taxable income.
    - Stu Joseph stated that it would be taxable income whether it comes into Country Club that way or out of the Sinking or Capital Improvement Funds to be used for a Country Club expense, it is declared as income that way. Either way it is declared as income.
    - Putting it into Country Club first and then voting to put that amount into the Reserve Fund does make sure it will be spent on the Reserve Fund items. That's a restriction that is nice to have. It also means you can do those items as they come up rather than waiting for a vote from the community in October. If you have a big item that needs to get done and did not come up in October you are hamstrung in that area. It has a big benefit being there ready to spend on those items in the Country Club.

- Line 527.01 Newsletter Printing
    - That was just based on the number of pages and what month it hit. It might have hit a month later last year.
    - In January of last year (2018) there were no expenses put under Newsletter.

- If we are going electronic and emails, the numbers should be going down.
- **Response**: It's not because nobody opts out of the Newsletter.
- We stopped mailing it to people out of State or out of the Lake rather.
- There were increased postage costs and increase in graphic costs.
- **Response**: Postage is another line.

- Line 525.01 – Vehicle Fuel & Maintenance
  - There was almost a $1,000 in repairs that …
  - Charlie speaking said no, close to $3,000. Just the gray truck alone was $2,382. Then we had to get tires for the dump truck … a lot of vehicle repairs.
- Line 537.01 - Fuel
  - Charlie Bogusat: It's all natural gas. In any given month the gas bills this year were higher than last year and in some months dramatically higher. We must have had a colder winter.
  - Kristen noted that Lauren's comment is that transfers might be needed from Country Club.
  - Charlie Bogusat: I do not know if there are some accounting issues there but I do know, and I brought the bills this evening, that we consumed a lot more gas.
  - Are we paying a different rate than homeowners? Are we paying a commercial rate?
  - We need to make sure that last year's numbers are right.
  - Asked if we are consuming more or is the rate higher?
  - Expressed that the meter reading can be an estimate, the number of days in the cycle is different, etc.
  - Lots of discussion about what the reason for the difference could be.
  - This March the bill was $1,209 and last March it was $132.00.
  - There is a dramatic difference in consumption.
  - How are the transfers from Country Club done?
    - Response: Lauren will sit with him and show him how to do the transfers.
  - Stu Joseph:
    - In a year over year comparison, they would not have been done last year or this year.
    - So last year is not lower because of transfers. There are no transfers done at this point.
- Line 537.04 Garbage Collection
  - It is double. Why? Did the rates go up? Can you look into that also?
  - **Response**: Michele feels it has to do with misappropriation.
  - Joanne feels that we are closing out the first quarter and should stay on top of this.
- Propane
  - Pat Degnan stated that we got a refund from the propane in the amount of $1,253 for an overpayment to Suburban last year. Check came in February of this year and anything received after January 31st has to be shown in this year.
- Line 531.04 - Vehicle Maintenance/Operation
  - What is that about? Looks like a refund?
  - **Response** by Michael Ilardi: That might have been a reimbursement from when we were hit in the parking lot. We paid it and got reimbursed.
- Pre-School Budget
  - This budget really reflects the school year not actual calendar year-to-date?
  - So the title should probably say July through September or September through June/July?
  - **Response**: It includes the summer program so it should be July 1 through June 30th.
  - Discussion that School ends in June and the summer program starts in June. So you need to come up with a 12-month period.
  - Asked that out of the 48 students that are registered, how many are WML residents and how many are not?
  - **Response**: 41 residents and 7 non-residents.
- Country Club Budget
  - This is all the expenses that we get reported out to us?
  - There is no budget.
  - **Response**: Country Club dos not have a budget.
  - We just manage the expenses against the income that comes in.
- Stu Joseph
  - You were just on the detailed pages of the Country Club.
  - There really needs to be a slight change to it.

- There should be a beginning balance, then the income, minus the expenses and an ending balance to help us keep track. It should not be too hard to add this.
- On the part about the Reserve Fund, I'm looking at page 3 under General and the lines where highlighted in light purple – Line 3060 POA Rent and Line 30600 Country Club Reserve Fund.
- POA Rent should be the same every month $8,333.33 and so in March you will see it split out to $4,833.33 and $3,500. It really needs to be that $8,33.33 number always and really what you want to have here is to show a negative amount for the Country Club Reserve Fund. If you really want to show the $3,500 being taken out it could be in that line up there or in a separate line in the expense area. You are taking out the $3,500 to go to a Reserve Fund and then a separate grouping of the Reserve Fund just like it would be for Festival Day. You have money coming into Festival Day and money coming out. You would have the money that comes out of General that would go into Country Club Reserve Fund. You would want to set that up now because eventually you are going to have expenditures coming out of the Reserve Fund and want to be able to track that. It is good to have that – a beginning number, pluses and minuses and ending number with a separate grouping for the Reserve Fund just like you have for any other section in Country Club. Just like we have today with the Sinking and Capital Improvement Funds and Equalization Fund, we se money coming in and money going out as a separate item. You keep that from the rest of POA and you want to do the same here. Ryan, you may need to change something in the setup to do this.
- Cash in Country Club: It looks like there is a really nice amount in there, $372, 143.08, but just keep in mind that half of that is money that came in from Camp and hasn't been spent yet. Pre-School has about $30,000 that will come out of there. Country Club Reserve Fund, which is showing $3,500, has another $7,000 coming out of Country Club into the Reserve Fund. So it is significantly less.
- Country Club is in way better shape financially than it was 2-3 years ago at this time. You probably had one digit less of money completely. $140,000-$150,000 where in the past it was probably $14,000, may even $4,000. It was a lot worse.
- Stu Kipilman suggested we delineate under Country Club where the monies are because we always say let's take it from Country Club so let's know exactly what we have in Country Club, Pre-School, Camp, Reserve Fund and what has been earmarked and not expended yet.
- Stu Joseph:
    - It hits Pre-School in the neighborhood of $10,000. So we have 3-months left and that's another $30,000. That's where I came up with that number.
    - The Reserve Fund is easy to see what is coming out.
    - The rest you have. The rest is $140,000-$150,000. That's nicer than we had before but just don't think you have $375,000.
    - Another $10,000 for Women's Club Scholarship fund.

LEGAL COUNSEL'S REPORT

- Nothing new to report in the public meeting tonight.
- Keeping busy on other various researches, assignments and projects.

COMMITTEE REPORTS

Civic Affairs Committee – Pat Degnan

- We are going to do a "Meet the Candidates Night" on May 20, 2019 from 7 pm – 9 pm.
- It is going to be open to all Rockaway Township residents.
- Even though we are sponsoring it, the committee feels that it is something that the community should be made well aware of.
- All the candidates will receive a written invitation.
- I did let people know and will ask Lauren to post it on our Facebook and Web pages.
- A notice is going in our newsletter.
- I contacted the Town to see if I could get the names and addresses of all those running in the local elections.
- They will all get written invitations.
- Asked if you can get it in the Neighbor News? **Response** by Pat Degnan: Will try.
- Asked if the Civic Affairs Committee can come up with a list of questions for the Candidates?

Women's Club

- The Child's Safety Seminar that was presented on April 10, 2019 came up and a discussion was had.
- It was mentioned that only less than 15 people showed up.
- It was expressed that it was a really comprehensive seminar. The Women's Club got a great guy.
- I don't understand why people did not show up. There are a lot of people that live here that have kids.
- Stu Kipilman noted that he came because of his grandson.
- I can't understand it. It puzzles me.
- Michael Ilardi stopped in after his meetings and expressed that it was graphic at times and shocked at how few people. If you just took the pre-school parents you would think they would fill the place.
- Pat Degnan noted that they had been asked by a lot of people to do the program again, then they got it and …
- Michele said people said it was too early at 6 pm. If it was at 7 pm there would have been a lot more people here. People work late and could not get here at 6 pm.

Athletics Committee – Glen Katz

- The A-Field is back in business. I walked it last week.
- I'm also the Vice-President of Little League and in close contact with Brian and Dave from the Township.
- Our new backboards and rims are up at the A-Field. They look really good.
- Want to commend Kurt - he is a freaking all-star. He helped me order everything and then installed it. He's great and just want to thank him publically. I think gets a lot of thanks but he deserves every bit of it.
- At our committee meeting we talked about the Beach #1 basketball courts being in a state of disrepair. We were thinking as Athletics maybe I do not know what would be the process of us helping out with it? I know that is not our area. Is it something we would discuss with Bev and Beach? Just replacing the rims and backboards there too. I spoke to Kurt a little about it too. I've gotten a lot of complaints about them. There is a lot of sand on the court but there is also a lot of wind. There are 2 hoops. Maybe we can share it with Beach. We have to see where our budget sits. Have to go to a Beach meeting.
- Stu Kipilman brought up that we used to get a letter of request from the Township to utilize our ball fields.
    - **Response** by Michael Ilardi: Correct and we always negotiated something.
    - Then we would negotiate something they could do. They put in a new fence, Belgium block, and so on. Are we continuing to do that? Did we get a letter?
    - **Response:** We did last year.
    - It also gives us their insurance and we're named insured so that we are protected when something might happen on the field.
    - Glen Katz asked if we got it because they were supposed to send something i.e. Hold Harmless and Proof of Protection.
    - Asked Michele if we normally get it by now? Asked if we can call tomorrow?
    - We need to think about what we would like to ask for in return. They mow it all the time.
    - Michael Ilardi expressed that Glen, Charlie and Pat should get together to discuss what we want and it needs to be by next month's Board meeting to approve.

Lake & Lake Reclamation Committee – Joanne Machalaba

- Boat Registration
    - It went pretty well this year.
    - I want to commend Kurt for getting the docks renumbered, reconfigured and working with us.
    - The office staff – again another great year and security too.
    - 300 or so residents were happy for the most part.
- Blue Gills
    - You saw all the notes on the dead Blue Gills so I will not go into detail.
    - Consultants were out and it looks like it was a temperature fluctuation.
    - It could be the bacteria but we would have to catch a live fish and get the Division of Fish and Wildlife here to test for that. I don't think we should do that unless we see the problem persisting.
    - Noted that many lakes have the same issue this year.

Michael Ilardi noted:

- If you see something of concern, bring it to the Chairperson of your committee or call the office. To put it out there on social media that there is a big fish kill, what's going on, and people read that and wonder what going on with White Meadow Lake. It does not get removed and people do not read three days later that oh it was normal, the

temperature, etc. People who are looking for homes are reading about the area and say "oh gosh" the fish are dying and I'm not going to move up there. That stuff spreads like wildfire. Go through the right channels and get the facts and post on social media when you know what's going on. To put up a post and assume what the reasoning is not productive. Can we get it out to committee members?

Marketing & Communications Committee – Kristen Neu

- **Country Club Website**
- If you take a look at the minutes, we have been working a couple of months on the idea of doing a Country Club website, looking into what the cost might be, looking at examples of other locations and utilize our website and look into different templates. It's been in the minutes if anyone has opinion on it, if we should move forward with or not, or any input by the Board? We probably need general consensus to move forward on something like that too. Not because of the purchase price, it's only a couple of hundred dollars that is very minimal. It would be taking Country Club off the POA page and having a completely separate page that still does link back and forth to one another but it would be much easier for people to find Country Club, find the information they need and in a much more modern presentable way.
- Asked that after the initial cost, will there be a monthly cost?
- **Response** by Kristen Neu: $96.00 a year.
- Asked if there is any down side to this?
- **Response** by Michael Ilardi: I think it would be good because when people want to Google rental places that would show up.
- Expressed that it might promote and bring in more revenue, and even if it brings in one more rental it covers the cost for the year. Can't see anything wrong with it.
- Kristen Neu noted that there are some comments she thinks in the March minutes commenting on the operations of it. We do our best to make it a website that does not need constant updating so there is not a lot of work in the long term. The setup will be the bulk of it. Then unless we change anything major there is not intent upkeep so it's not like we have to assign that task for someone to go in every week and do it. It pretty much stays in a very solid place. Maybe we want to put up review, just little, little things we can update. We don't want it to be a time suck on whoever is assigned to oversee it. The bulk is just going to be the setup and it will then be in a very nice place.
- Michael Ilardi asked if we have a time frame for this? Will you come back to the Board or do you want a show of hands so the committee can move forward?
- **Response** by Kristen Neu: Yes if we can just do a consensus and then we can work on it at our leisure.
- Several expressed that they do not see a down side to this.
- **Consensus** for Marketing Committee to separate the Country Club Page: **Yes**
- **Marketing of Events**
- Glen Katz asked about the marketing of events.
- He referenced the poor attendance of 13-15 at the Child's seminar.
- Do we have email list that goes out to anybody? Just a poor list?
- **Response** by Kristen Neu: As far as that event the only marketing I know of was maybe a couple of Facebook posts and the Newsletter.
- Michael Ilardi noted the signs.
- Kristen Neu stated that there is other avenues we have to market and we didn't utilize them. We know what can be successful. We sold out almost every single event that any committee has had this year. We know things work. Maybe it doesn't even matter how much marketing is out there because someone mentioned that the start time was tough. You might have reached a lot of people but a lot of people were like shoot I can't make that.
- Glen Katz asked if we have a sizable email list now?
- **Response** by Kristen Neu: It's smaller than I would expect it to be. About 440. That's another topic.
- Asked if we are using that email to promote events? **Response:** Yes.
- Pat Degnan stated that something went out to ask everyone if they want to find about …
- Kristen Neu noted that there was a signup last year and the Marketing Committee will do another email round of signups. I think that is in the February minutes.
- Michael Ilardi expressed that he does not think an email went out for that event. **Response**: No.
- Expressed that not every committee is aware that we have an email option.
- Kristen Neu stated the committee in general is a little tougher because some people are not at all the meetings. We discussed that email list, discussed it on Facebook a lot of times but that person might not have been at that meeting so … Women's Group is a large group, a lot people who do a lot, and not everyone goes to all the

meetings and hears all those pieces of info. I will try to repeat it again I always offer if people need help with stuff I will make recommendations on how to use the tools we have to make their event as successful as they can be.

Insurance – Robert Torcivia

- Talked to Jake about the scratch in the car.
- I asked Jake that if I raised the deductible to $1,000 what would it save us on our premium. It's not that much. It's like $177 but why pay for it if we are not going to use it so we might as well save the $177 and raise the deductible.
- Joanne Machalaba asked who looks at the levels of insurance? She suggested we talk with our insurance company to find out what type of insurance and amounts the different contractors we hire should have.
- Kristen Neu noted that they have very easy access, very quick access to their COA. Any vendor can get it. It's either an App on their phone, log onto their account or call their insurance. It is the same day turnaround. Very, very easy.
- Attorney noted that there is such a wide range of services and liability. Has to check to see what kind of liability White Meadow Lake has for these kinds of things and if there is anything that can be done about it. We do not always review the bids for White Meadow Lake because they are relatively small contracts with relatively small amounts of insurance. I definitely think this is worth looking into. We will take a look into it and report back to you before the next meeting.
- Michael Ilardi asked if we could follow up with our insurance and ask him what we need.
- Robert Torcivia noted that we need the Attorney's conclusion so he can send it to Jake and see how our insurance should …
- Michael Ilardi stated what we should require and what we should get presented to us so we know what they have.
- Food is more of an issue than a service because if you serve bad food you could have a big problem.

Michael Ilardi noted that it was discussed at the Beach Committee meeting that COLA was having an aquatic program on April 27th from 9-11 at Lake Mohawk and wanted to confirm that Bev is available and going.

OLD BUSINESS

PHONE VOTE on 3/31/19:

Stu Kipilman — Chair, Planning Committee

Motion to hire Jimmy Concrete at a cost of $1,800 plus tax to repair the extensive weak spots and deep dips in the Gold Bar floor. Monies to be transferred from the Sinking Fund to Country Club and paid out of Country Club.

2nd by Michael Ilardi **Motion Carried**

NEW BUSINESS

Michael Ilardi — President, Board

MOTION #2: Motion to accept the members of the nominating committee: Scott Rothbart, Rudy Riveron, Danielle Maute, Patrizia Trento and Dee Romani.

2nd by Joanne Machalaba

Discussion:

- Asked who will be in charge?
- **Response**: They can elect their own. Rudy will start and then they can decide what they want to do.
- Asked Suzie to send them an email or whoever wants to do it and let them know.
- Expressed that we should still try and get some alternates.

Motion Carried

APPLICATION FOR HOUSEHOLD MEMBERSIP dated 4/13/19

- Discussion was had as to why it was coming to us as an exception when the son is the child of the owner and is included in our Policy?
- **Response** by Suzie Palazzo: Not if you are a married child.
- Section 9 of the Constitution states: Immediate family is defined as the owner, their spouse, their children, parent and unmarried grandchildren regularly residing in the premises.

- The daughter-in-law is the only exception then.
- Per the Constitution the Board is able to deem her eligible in the spirit of that paragraph about defining family and membership.
- **Consensus to accept**: Yes

FESTIVAL DAY FYI:

- Hiring Jordan Transportation for busing for Festival Day at a cost of $1,300.00. Money to come from Country Club.

Michael Ilardi President, Festival Day
MOTION #3: Motion to hire Johnny on the Spot to provide port-a-johns for Festival Day weekend at a cost of $1,615.21. Money to come from Country Club.

2nd by Pat Degnan

Discussion:

- Asked if we got 3 quotes?
- **Response**: We did not get quotes. We just called. We have been using them for years.
- Rob Torcivia expressed that if we are going to have one quote showing because we called and got a number that was way ridiculous and we did not ask for a quote, is that appropriate to put that in the explanation of the Motion? **Response**: Yes.

Motion Carried

Kim Stecher Co-Chair, Beach Committee
MOTION #4: Motion to have Sahara Sand provide 156 tons of sand at a cost of $23.40 per ton, plus tax, not to exceed $4,000. This will come from Line 503.02. It will not overspend the line.

2nd by Pat Degnan

Discussion:

- Joanne Machalaba stated that she knows we use Sahara Sand every year and I don't think we ever get bids. Last year I only know because I wanted sand for the kayak racks so I went and visited three companies to get quotes and they ended up being cheaper.
- **Response**: We got three bids. They were in the packet that got emailed.
- Joanne Machalaba expressed that that is all the more reason to put it on the explanation of the Motion.

Motion Carried

Discussion was had about putting down the information of the three bids in the explanation.
Robert Torcivia expressed that all explanations should contain the information of the three bids.
Kristen Neu:

- You are required to get three bids. Where the exception would be if there is a reasonable explanation if you can't, then it needs to be in the explanation, which occurred in the case of Johnny on the Spot.
- So now we are talking about all quotes? You want all quotes?
- **Response**: No just three. All quotes get put in the electronic copy and only attach accepted one to Board Meeting packet.
- Bob Fehon clarified that Joanne wants it added to the explanation of the Motion and that it will not add paper.
- It was expressed that in history we will not go back to our electronic copy to look at the other two and Joanne stated that that was her point.
- Having all the info of the quotes in the explanation will make is much easier and useful for reference in getting future bids in one place.
- Suzie Palazzo noted that all Motions and their bids are saved both electronically and by paper.

Kim Stecher Co-Chair, Beach Committee
MOTION #5: Motion to contract with Mr. Sam's Ice Cream to run the Beach 1 Concession Stand for the 2019 summer season.

2nd by Pat Degnan

Discussion:

- Kristen Neu asked about the Contract. Didn't we have the actual Contact included in one of the email packets? Does not see it in the final.

- Suzie Palazzo stated that the Board does not normally get the Contract. It was just thrown in this time. The Contract is taken care of between Michele and the Vendor.
- Asked if we have one every year and if it was reviewed by the attorney?
- **Response**: Send to our attorney for review.
- Pat Degnan:
    - Unlike other motions Beach has gone out and tried to get other vendors to do this concession stand and we can't get anyone so this is the only one we were able to get. This is her 3rd or 4th year doing it and people seem to love her.
    - We don't charge her anything. Her husband has an ice cream truck and goes to the other beaches and pool.
    - Hours are Wednesday, Friday, Saturday and Sunday. If it's crowded and busy she stays later.
    - We have her State license and she has Certificate of Insurance.
    - Attached to the Motion that we have is what the prices are going to be.
    - Stu Kipilman asked
        - If we have any kind of Rider in case we are sued in reference to food poisoning?
        - Do we have anything in our insurance concerning this? General Liability?
        - **Response** by Robert Torcivia:
            - I think it will be under General Liability. I will check it out.
            - Legally we are renting the space to her and she is providing the food service.
            - I think if it is a food incident it will probably be her insurance not ours.
        - **Response** by Attorney:
            - Definitely do not want to answer that definitively on the spot.
            - I will look into it.
        - Do we have a minimum request for any type of insurance as to what type of coverage they should have?
        - Response by Robert Torcivia:
            - There probably should be some sort of minimum but I do not know that it is.
        - **Response** by Michael Ilardi:
            - Bodily Injury/Property Damage $15,000/$30,000/$5,000.
            - Underinsured is $5,000.
        - Stu Kipilman stated that even though they are not paying anything, when something happens they go for the deep pockets. That's a big liability from my thinking.
        - Attorney suggested that we add a clause that says they assume all liability for doing this. Maybe they will happily agree to it.
    - Michael Ilardi stated that they need State/Township food service licenses and insurance.
    - We should look into it with our insurance as to what type of insurance they should be carrying and the amounts.
    - Charlie Bogusat:
        - It impossible to get someone to do food service at Beach #1. We tried to do it in house and didn't work out. We should really think about us insuring someone if their insurance is a minimal amount because they make such a minimal amount of money.
        - **Response**: They may have insurance.
        - Pat Degnan asked if they have to get a Safe Serve through the Township in order for them to do it?
        - **Response**: Yes. Serve Safe.
        - It was noted that it is the same thing for Festival Day and Food Truck Friday.
    - Find out if our policy can supplement the contractors policy just to give us that level of protection.
    - Glen Katz commented that they might have to produce a certificate of insurance to the Township to get that Serve Safe. **Motion Carried**

HOUSE OPTS/MAINTENANCE FYI:

- To purchase mulch from Dan Como & Sons, Inc. at a cost of $1,044.93. Money to come from Line 525.02.
- Charlie noted that there were 3 bids.

Bob Fehon Co-Chair, Lake & Lake Reclamation

MOTION #6: Motion to spend up to $30,000 with ChemTrade or Affinity for aluminum sulfate used in the lake management system. Monies to come from Line 521.01. Three competitive bids were obtained.

2nd by Michael Ilardi

Discussion:

- Stu Kipilman asked why there are two named vendors and not just the one we are going to buy from?
- **Response** by Joanne Machalaba:
  - We got 3 bids.
  - Our Motion is to go with ChemTrade however we want to use Affinity's lower price to get ChemTrade to come down. We are working/partnering with Lake Mohawk on this. If they do not come down, we will use Affinity. We want the option for this.
  - We get ½ a truck. There might be freight savings.
  - Charlie brought up consistency because that is always an issue with operating the system.
  - **Response**: We heard that loud and clear. We have the specs for all these companies on their products. We have the viscosity density that is exactly as what we have been getting in the past.
  - Charlie Bogusat's 2nd question is the delivery time because what Kurt does is wait until the system is just like bone dry and in three days we get a delivery. We are operating where we bring it down to the very bottom to save on delivery charges and we need to be assured we will get the delivery within a few days so we don't get behind the 8-ball of the algae.
  - **Response**: Heard you on that and Affinity claims they can do that.
  - I will get all of it in writing and before we finalize it, we will come back and sit with you and Kurt.
  - The price for ChemTrade has gone up $70 so our budget will go up somewhere between $3,000-$3,500 more this coming year. That's what prompted us to go out and shop around a little bit. There are imports on the hydrate substance they use in China. We get the acidized version that supposedly helps bond better with phosphorus in the Lake. Our pH of the Lake has changed over time because we have less algae and less weeds and we don't have to use the acidized version any more per Souza and Princeton. That makes it not a custom order so that is another negotiating point.

Motion Carried

Michael Ilardi President, Planning

MOTION #7: Motion to hire O'Neill & Sons to provide and install LVT flooring in the Gold Bar at a cost of up to $5,000. Monies to be transferred from the Sinking Fund ballot question to Country Club. Expenses to be paid from Country Club.

2nd by Kim Stecher

Discussion:

- We have a $3,600 allowance in the contract with Tom Harty that will be credited back to that contract and this Motion is $1,400 above what the allowance was for the flooring in Harty's contract.
- It was recommended for that floor that we have a higher quality vinyl.
- It was the lower of the 2 bids.

Motion Carried

Stu Kipilman Chairperson, Planning

MOTION #8: Motion to hire a painter at a cost not to exceed $3,200 to paint the Gold Bar. Monies to be transferred from the Sinking Fund to Country Club and expenses paid out of Country Club.

2nd by Roger Crook

Discussion:

- We contacted three painters, only one returned a bid and we need to paint next week.
- We do hope to get some follow-up from the other two painters and it gives us the chance to choose a painter with a lower bid if we are happy with the way they will do the work. There is a lot of detail and prep work.
- Kristen Neu brought up that is was discussed that it was going to be done in house just last week. When did that change?
- **Response** by Stu Kipilman: We talked but did not say it would be done. The idea was that it needs to be a really quality job. You're painting all around the windows, the sills, and so on. We just don't want people to kind of slop it

on. They're not trained painters. To do some rooms where it does not require trim makes sense but here this the first time the trim is being painted and want to make sure it is quality done.

- Kristen Neu expressed she does not agree it's just that the last discussion about a week ago was that it was inside painting. So that is why I was asking about the change.
- Michael Ilardi noted that the people who would be available this time of year are not the quality painters that we have on staff. The ones who are higher quality painters would be somebody we couldn't pull off the other tasks. That's what we discovered when we looked in house.

Motion Carried

Michael Ilardi President, Planning
MOTION #9: Motion to rescind Motion #23 from February 21, 2019 to hire KB Plumbing & Heating.
2nd by Joanne Machalaba
Explanation:

- There was a Motion made in February for KB Plumbing to do the heating in the Bar. Last month there was a Motion to hire KB Plumbing to do the heating in the Bar. Apparently there was an oversight that the Motion was already done in February. I am rescinding the February Motion because March Motion #4 will override it and it is to spend up to $9,000 which gives a little bit of a buffer between the cost whereas the February Motion was said to the dollar amount.

Discussion:

- I would like to thank Suzie for detecting that as she was going through the Bar motions, organizing them and discovering it.

Motion Carried

Michael Ilardi President, Planning
MOTION #10: Motion to rescind Motion #20 passed on February 21, 2019 so that payment to Nisivoccia LLP, in the amount of $15,297.00 will be paid from Line 513.03 of the budget, Auditing, rather than from the Late Fee Account.
2nd by Pat Degnan
Explanation:

- This Motion brings the payment to Nisivoccia LLP into compliance with the POA's policy restricting payments from the Late Fee Account to certain applications, not including auditing services.

Motion Carried

GOOD & WELFARE None

Michael Ilardi Motion to adjourn meeting at 10:04 p.m.
2nd by Roger Crook

Next Board Meeting is Wednesday, May 15th @ 8:00 p.m.

Respectfully submitted,

Debra-Ann Chait
Recording Secretary

APPROVED BY: Michael Ilardi .
Michael Ilardi, President