

LAKEWOOD  
BOARD OF DIRECTORS MEETING  
MINUTES FOR Thursday, February 4, 2021

The Lakewood Board of Directors meeting was called to order by President Eric Koppa at 6:46 PM.

**1. Roll Call:**

Board Members Present	Eric Koppa – President Steve Hensen – Vice President Ginny Palumbo – Secretary Scott Geiger – Director Carin Tio- Interim Director Amy Volkmann – Director Stephanie Anderson – Treasurer
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**2. APPROVAL OF MINUTES:**

Motion to approve 12/17/20 minutes by Eric Koppa and seconded by Steve Hensen, with the amendment of changing Stephanie Anderson's name to Amy Volkmann's name under section 7. Open Discussion, related to obtaining other lawn service vendor bids for the lakefront lawn care and beach cleanup service for 2021. Amy Volkmann will send out RFPs on behalf of the board.

Ayes: Koppa, Hensen, Volkmann, Geiger, Tio, Palumbo, Anderson  
Nays: None  
**Motion Carried**

**3. OLD BUSINESS:**

**Lakefront Lawn Care:** Eric Koppa tabled until next meeting, so board can review bids and also review conflict of interest if a board member submits a bid. Need to review bylaws and state statutes regarding hiring a board member as vendor or employee of property owners association. Seconded by Carn Tio.

Ayes: Koppa, Hensen, Volkmann, Geiger, Tio, Palumbo, Anderson  
Nays: None  
**Motion Carried**

**Century Fence Quote:** Steve Hansen has called Century Fence for the quote to install the walkway gate. They have not returned phone calls. Steve Hansen proposed a card reader, as we have on the outside, for the inside gate and close off the walkway path with either a chain link fence or decorative matching fence. Steve Hansen to contact Tim from Entrance Systems for a quote.

**Website Advertisements:** Stephanie Anderson has confirmed invoices have been mailed.

**Website:** Eric Koppa has asked Ellen to work on a fix for drop down menus on tablets and smartphones. Ellen is not to spend more than two hours for the fix.

**Vacasa Letter:** Eric Koppa to post on Facebook the Vacasa Letter reminding homeowners short-term renting is against our rules. Ginny Palumbo to get an email for Vacasa.

4. **SECRETARY REPORT:** The master homeowner list has been updated with the new addresses received from the Secretary Blog. Stephanie Anderson has been updating the master list as home sales have been completed. Ginny Palumbo to post a notice on Facebook to update homeowners addresses.

5. **TREASURER REPORT:**

1099's have been sent the week of 1/25/21 to Amy Volkmann and Stephanie Anderson.

New lien letters sent with the additional \$500 collection fee.

Three homeowners have paid off their Liens.

**Liens as of 2/2/2021**

**Thomas & Nancy Brzoski**

Lots #124, 287,294

**\$2,215.56**

**Diane Haman - certified letter not picked up. Resent**

Lot #45

**\$453.70**

**Geoff Hodgson - certified letter not picked up. Resent.**

Scrimshaw Properties, LTD

Lot #46

**\$1,336.71**

**Edward Tannler (Deceased)**

Lot #72

**\$220**

**Total Liens balance \$4,225.97**

## **Printing of Proxies, Board Member Candidate Resume/Bios, Annual Dues Invoice:**

Have used EconoPrint in the past. The cost for postage and printing is \$518.00. Printing only \$318.00 and Stephanie Anderson would need to stuff envelopes and pay postage. Eric Koppa made a motion to have Econoprint complete the printing, postage and stuffing for mailing the annual dues and proxy information. This was seconded by Carin Tio.

Ayes: Koppa, Hensen, Volkmann, Geiger, Tio, Palumbo, Anderson

Nays: None

**Motion Carried**

## **6. NEW BUSINESS:**

Tom & Nancy Brzoski have three lots, lot numbers 124, 287 and 294. These are vacant lots. They are past due in the amount of \$2,715.56. Eric Koppa will perform a title search to see if there is a mortgage in place. Eric will ask for a vote to proceed with foreclosure if association fees are not paid. Amy Volkmann does not want to foreclose on properties. After discussion amongst the board members, a preliminary policy was formed for seeking legal foreclosure on the property(s) in arrears. Provided the following conditions are met, the board is in favor of initiating foreclosure.

- a. Must be 3 years past due or in the amount of \$1,500 of non-payment of association fees and liens.
- b. Lot must be owned free and clear.
- c. Property taxes must be up to date.
- d. Letter notifying homeowner if payment is not received, foreclosure proceedings will begin.

Brzoski past due status meets all four conditions and the board will begin foreclosure proceedings.

Gray & Associates fees

Wisconsin Judicial Foreclosure			
Milestone		Fee	Average Cost
	Title Requested	\$780.00	
First Legal	Title Search		\$350.00
	Title Reviewed	\$260.00	
	Filing of Summons and Complaint	\$260.00	\$287.45
	Recording of Lis Pendens		\$35.00
	Title Update		\$75.00
Service	Service Started	\$260.00	
	Service of Process - Personal/Substitution		\$75.00/defendant (WI)
	Skip Trace		\$16.35/defendant
	Publication of the Publication Summons		\$200.00 / Varies
	Service Completed	\$260.00	
Judgment	Judgment Prepared	\$260.00	
	Judgment Filed	\$260.00	
	Entry of Judgment		\$0.00
Sale	Publication of the Notice of Sale		\$200.00 / Varies
	Sheriff's Fee - Posting Notice of Sale		\$75.00
	Bid Reviewed	\$130.00	
	Sheriff's Fee - Conducting Sale	\$130.00	\$75.00
Confirmation	Recording of Sheriff's Deed		\$35.00
Total		\$2,600.00	\$1,207.45*

\*Average cost assumes personal service of one defendant

*\$3,807.45*

7. **OPEN DISCUSSION:**

Scott Geiger feels we need a contingent plan for the annual meeting in May. Eric Koppa tabled for now.

Eric Koppa made a motion to adjourn at 8:28 pm. Ginny Palumbo seconded.

Ginny Palumbo  
Secretary  
Lakewood POA

## LAKEWOOD POA BUDGET ACTUALS 2020

<b>INCOME</b>	2020 PROJECTION	2020 RESULTS
2020 DUES COLLECTED	\$21,713.04	\$22,336.00
2020 LIENS COLLECTED		
PREVIOUS YEARS' LIENS COLLECTED		\$4,175.16
ADVERTISING INCOME	\$600.00	\$375.00
PICNIC (DOOR AND RAFFLES)	\$80.00	\$147.00
LAKWOOD TSHIRTS/ITEMS	\$1,500.00	\$1,540.00
<b>TOTAL INCOME</b>	<b>\$23,893.04</b>	<b>\$28,573.16</b>
<b>EXPENSES</b>	PROPOSED 2020 BUDGET	2020 RESULTS
ANNUAL HOMEOWNER MEETING	\$0.00	\$0.00
OFFICERS SALARIES	\$5,400.00	\$5,200.00
ACEC ELECTRIC	\$800.00	\$583.88
LAWN CARE SERVICES	\$2,000.00	\$1,695.00
BEACH CLEAN UP/ SEA WEED	\$1,800.00	\$1,695.00
DOCKING SOLUTIONS	\$886.20	\$886.20
DOLATA SALES AND SERVICE	\$582.93	\$582.89
CENTRAL WIS. SEPTIC AND SERVICE	\$300.00	\$300.00
PO BOX FEES	\$54.00	\$56.00
PRINTING and STAMPS	\$500.00	\$235.37
OFFICE SUPPLIES	\$30.00	\$96.74
ADVERTISEMENT EXPENSES	\$0.00	\$0.00
LIEN FILING FEES	\$100.00	\$120.00
BANK FEES/ SAFETY DEP BOX	\$90.00	\$90.00
NON STOCK CORPORATION FILING FEE	\$10.00	\$10.00
LAKEFRONT INSURANCE/ BOND	\$4,200.00	\$3,558.00
PICNIC/EVENT	\$100	\$30.62
ATTORNEY	\$1,000	\$0.00
LAKEFRONT NEEDS	\$3,700.00	\$3,604.09
CPA	\$250.00	\$268.40
INCOME TAX	\$1.00	\$1.00
WEBSITE	\$300	\$768.75
PAYPAL FEES	\$0	\$6.98
HOSTING AND DOMAIN FEES	\$135	\$119.40
LAKWOOD TSHIRTS/ITEMS FOR SALE	\$0	\$818.96
1009 FORMS & CHECK ORDER	\$0.00	\$43.57
<b>TOTAL EXPENSES</b>	<b>\$22,239.13</b>	<b>\$20,770.85</b>
SAVINGS ACCOUNT BALANCE 2/25/0021	<b>\$14,612.43</b>	
CHECKING ACCOUNT BALANCE 2/25/2021	<b>\$8,425.46</b>	
GATE FUND ACCOUNT BALANCE 2/25/2021	<b>\$4,162.87</b>	