

LAKEWOOD
BOARD OF DIRECTORS MEETING
MINUTES FOR Wednesday September 30, 2020

The Lakewood Board of Directors meeting was called to order by President Eric Koppa at 6:35 PM.

1. Roll Call

Board Members Present

Eric Koppa – President
Steve Hensen – Vice President
Stephanie Anderson – Treasurer
Ginny Palumbo – Secretary
Amy Volkmann – Director
Carin Tio- Interim Director

Not present:

Scott Geiger – Director

2. APPROVAL OF MINUTES:

Motion to approve by Amy Volkman and seconded by Eric Koppa.

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

Nays: None

Motion Carried

3. WELCOME CARIN TIO:

Carin has been an owner for 21 years and owns two properties. Has sold real estate and keeps her license active. Carin would like to see the July 4th picnic back. Feels we should develop a welcome packet for new owners. Carin is an administrator of a Lakewood Facebook page and has agreed to give that page to the Board of Directors of Lakewood. Carin has given each board member administrative access to the page. If Carin leaves the board, the Facebook page will become the property of Lakewood Board of Directors. The name of the Facebook page will be named “Lakewood Property Owners Association”.

- Eric Koppa made a motion to use the Facebook page Carin Tio already has in place as the new Lakewood Property Owners Association Facebook page. This was seconded by Steve Hensen.

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

Nays: None

Motion Carried

4. **STRONGS PRAIRIE PLAN COMMISSION UPDATE:**

The owner has withdrawn their proposal for a campground on the property. Scott Geiger talked to the commission and was told they would not have approved as the current zoning is 5 acres per home. The owner is planning on putting two homes on the 13 acre site.

5. **LAKEFRONT SHUT DOWN UPDATE-**

- Docks will be pulled in the week of 10/12/20.
- Stephanie Anderson has requested the water to be turned off. Will be completed by 10/15/2020. The cost to winterize the line is \$175.00
- Porta Potty to be removed.
- Steve Hensen has pulled the ropes and buoys.
- Swing set up and chains need to be shortened and swings need to be taken off.
- Wood signs need to be removed. Amy Volkmann to complete.
- Scott Geiger to lock the winter gate at first snow.
- Dredging still tabled.

6. **MARQUEE DISCUSSION**

Amy Volkmann added the new rules and the July annual meeting minutes to the marquee.

7. **WEBSITE ADMINISTRATOR DISCUSSION -**

Amy Volkmann has had website administration training and a video of the training was made by Ellen Vander Heyden, the current website administrator and website designer of Lakewoodpoa.org. Carin Tio and Stephanie Anderson will discuss accessing the training video with the aid of Amy Volkmann to determine how the board can assume website administration duties and defray costs to the association.

- Ellen charges \$75/hour.
- We need an update on how training is going.
- Maureen Bain has retracted her candidacy to perform website administrative duties.
- Need to update merchandise pictures.
- Ellen has brought back the blogs located under archives on the website.

8. **SECRETARY BLOG:**

- Will need an opt in/opt out feature for their permission to send emails.
- Stephanie Anderson wants annual dues sent USPS. Stated in the bylaws that dues invoice must be mailed to every property owner.

Stephanie made a motion to approve sending out annual dues by USPS and was seconded by Eric Koppa.

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

Nays: None

Motion Carried

9. **TREASURER REPORT.**

- Amy Volkmann sold over \$1,000 in Lakewood Merchandise. Stephanie Anderson needs approval to spend \$818.96 to purchase the merchandise sold. Eric Koppa made a motion for the expenditure of \$818.96 and was seconded by Carin.

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

Nays: None

Motion Carried

- Been trying to get in touch with the collections agency and has not been able to reach them.

Liens as of 8/26/2020

Liens paid in full

Lot# 151 \$1,766.47 (property sold)
Kathie Gans lot #101 \$218.08

Thomas & Nancy Brzoski
Lots #124, 287,294
\$2,215.56

Jerramie Burtness & Amber Gillam
Lot #314
\$220

Diane Haman
Lot #45
\$680.55

Lawrence & Helen Mercades
Lot #286
\$440 - Property currently for sale

Fannie Beatrice Perry Trust
Lot #180
\$220

Gregory Ruszczak
Lot #250
\$658.08

Teresa & Zbigniew Sawicka
Lot #24
\$438.08

Geoff Hodgson
Scrimshaw Properties, LTD
Lot #46
\$1,336.71

Edward Tannler (Deceased)
Lot #72
\$220

TOTAL DUE: \$6,428.98

- Lien letters - Stephanie wants to check with collections on 2nd additional letters. Second batch should be sent out in October and Ginny Palumbo is to send.

10. SECRETARY REPORT

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- A second letter has been sent to for garbage to 1739 Cypress Drive

- 1st letter sent to 1739 Cypress Drive to cease and desist renting out their unit. A notice was put in this letter that any additional complaints will result in \$100 fine. Eric Koppa made a motion that subsequent letters will receive \$100 fine and if not paid, the board will put a lien on the property. Second by Ginny Palumbo

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

Nays: None

Motion Carried

- Amy Volkmann to send Ginny Palumbo title company contacts.
- Carin Tio to spearhead the welcome letter and Ginny Palumbo will send it to title companies.
- Annual filings - Amy Volkmann to send to Ginny Palumbo

11. NEW BUSINESS

- There has been a complaint on Cypress Lane that a new NO ATV sign has been placed on the side of the road. Eric Koppa to check as this is not allowed by Strongs Prairie.

Eric Koppa made a motion to adjourn the meeting at 7:45 pm. This was 2nd by Steve Hanson

Next meeting 10/29 at 6:30 pm.

Respectfully Submitted,

Ginny Palumbo
Secretary
Lakewood POA