**BOARD MEETING – MARCH 17, 2021**

**PRESENT:**

|  |  |  |  |
| --- | --- | --- | --- |
| ROGER CROOK  PAT DEGNAN  SCOT DESORT  MICHAEL ILARDI | GLEN KATZ  MARK KEMPNER  STEVEN KOENIGSBERG  DEBORAH LINNELL | MICHAEL LYNCH  DARYL MACELLARO  JOANNE MACHALABA  KRISTEN NEU | AMI NICKEL  KIM STECHER  MICHAEL STOCKNOFF  PATRIZIA TRENTO |

**ADMINISTRATION:** ROBERT ROSSMEISSEL, Esq.

**ARRIVED LATE**: None  
**ABSENT:** None

**LEFT EARLY:** MARK KEMPNER, 9:02 p.m.

Michael Ilardi, President, called the meeting to order on Wednesday, March 17, 2021 at 8:00 p.m.

Kim Stecher Roll Call

# APPROVAL OF MINUTES

Michael Ilardi, President:

The approval of the Board of Directors meeting from December, January and February, will be approved via phone vote or at the April Board Meeting.

# CORRESPONDENCE

NONE

# GOOD & WELFARE

NONE

# PRESIDENT’S REPORT

Michael Ilardi, President

* Thank you to Kurt and Maintenance for snow removal
* Will vote on open board seat in April
* Hopefully ice cover through winter will help manage weed growth this year
* Thank you to Joanne for work on Audit, Preschool and Accounting Software upgrades; to Kristen for preparing Board minutes; Scot for system upgrades and computer work with the office; Patrizia for work on Preschool and hiring a new Director and Assistant

Discussion: None

**OFFICE REPORT**

* March 2021 report distributed by email.

Discussion:

* + Moving from physical time-punch clock to a digital app; significant time is saved for payroll by automating

**SITE MANAGER’S REPORT**

* March 2021 report distributed by email.

Discussion: None

**MAINTENANCE REPORT**

* March 2021 report distributed by email.

Discussion: None

# TREASURER’S REPORT

* Spent 16% of the POA budget, on pace with 2020
* Collected 28% of dues, tracking slightly ahead of 2020
* Special funds total $825K (Sinking, Capital & Equalization); $100K increase from LY
* Country Club available cash is down from LY due to reduced revenue; Camp enrollments are coming in; event schedule is starting to fill; Preschool signups are strong; CC is currently is net positive
* Will have projections for Insurance costs for the year; camp and preschool still needs to be added to policy
* Credit card budget is at 25% spent due to dues payments; working on solutions for reduced credit card fees
* Currently within the 2020 financial audit process; tracking on course

Discussion: None

# LEGAL COUNSEL’S REPORT

* Working on contractual projects with Joanne and new hires with Patrizia T.
* Working on Board minutes and new template with Kristen

Discussion: None

# COMMITTEE REPORTS

Patrizia Trento, Women’s Club

* Preschool registration began this evening; Sign ups are currently at: 13 of 15 for the 5-day class, 7 of 15 for 3-day, and 1 of 15 for 2-day class; monitoring any increases with the state limit of 15 students per class
* Valentine’s day fundraiser was successful; netting $1,900
* Jen Heath gave notice; hiring for a new Preschool Teacher’s Assistant will being ASAP

Discussion: None

Scot Desort, Computer Committee

* Successfully updated clubhouse firewall; successfully moved off of the old QuickBooks system to a 2021 remote-hosted version; TOPS update is next

Discussion: None

Kristen Neu

* Legal & Bylaws: Asked when should we expect the Nominating Committee motion

Discussion:

* + Nominating Committee needs time to organize and recruit; suggested a motion for May
* Athletics: Asked about the change of format for Toddler Soccer; is this now CC since there’s a fee?

Discussion:

* + Typically there is a wait list; cost was suggested to discourage no-shows; cost would include soccer ball and t-shirt
  + Suggested returning fee if they do attend; Suggested not having a program cap/wait list

Glen Katz, Athletics

* Next Tennis Subcommittee Info Session is on Zoom on March 25; link will be shared

Discussion: None

Steve Koenigsberg, Camp

* Camp early bird enrollment has exceeded 2019’s numbers; hiring is continuing with counselor interviews beginning next week

Discussion: None

# CORRESPONDENCE

**Nicole Dixon, Brianne Hamill, Alexis DeVita, Christine Kleinwaks, Jessica Campbell, Megan Culkin, Michelle Warren**

* Residents expressed appreciation to committee that searched for a new Preschool Director
* Residents proposing that a committee be formed for WML Preschool

Response:

* + Women’s Club meetings are where Preschool is discussed; there are parent liaisons from Preschool who are expected to attend Women’s Club regularly
  + A subcommittee has been formed only for COVID compliance and hiring of the Director and Teacher’s assistant role

# OLD BUSINESS

None

# NEW BUSINESS

# MOTION #1: Motion to hire Chris D’Anna as Swim Team Coach for the 2021 season at a salary discussed in closed caucus. Money to come from Athletics line 501.05. This will not overspend the line.

**Motion by: Patricia Degnan, Director 2nd by: Michael Ilardi, President**

Discussion: None

**Motion Carried**

# MOTION #2: Motion to hire Olivia Maute as Assistant Swim Team Coach for the 2021 season at a salary discussed in closed caucus. Monies to come from line 501.05. This will not overspend the line.

**Motion by: Patricia Degnan, Director 2nd by: Roger Crook, 1st Vice President**

Discussion: None

**Motion Carried**

# MOTION #3: Revised motion to upgrade our QuickBooks Accounting software to the current 2021 version through Right Networks, and to subscribe to QuickBooks Cloud Hosting through Right Networks. Amount not to exceed $3500. Money to come from Country Club.

**Motion by: Scot Desort, Director 2nd by: Kim Stecher, Director**

Discussion: None

**Motion Carried**

# MOTION #4: Motion to approve spending up to $3,100 to upgrade the POA financial system, from the system provider, TOPS. Monies to come from POA line 513.10.

**Motion by: Scot Desort, Director 2nd by: Michael Stocknoff, Director**

Discussion: None

**Motion Carried**

# MOTION #5: Motion to spend up to $33,000 with ChemTrade for aluminum sulfate used in the lake management system. Monies to come from line 521.01.

**Motion by: Michael Lynch, Director 2nd by: Michael Ilardi, President**

Discussion: None

**Motion Carried**

# MOTION #6: Motion to purchase landscape trailer from Roxbury Trailer Sales for a cost not to exceed $6,000. Monies to come from line 525.06 & will not overspend the line.

**Motion by: Steve Koenigsberg, Director 2nd by: Michael Stocknoff, Director**

Discussion: None

**Motion Carried**

# FYI: House Ops & Maintenance

- Purchased new tires for the maintenance truck from D&M Auto Repair at a cost of $1,119.56. Money to come from line 525.01.

# MOTION #7: Motion to spend up to $1,600 on new mats from Tumbl Trak for the Dance & Acro program. Money to come from Country Club.

**Motion by: Deborah Linnell, Director 2nd by: Pat Degnan, Director**

Discussion: None

**Motion Carried**

# MOTION #8: Motion to hire Felicia Tauriello as WML Preschool Director at a salary discussed in closed caucus. Money to come from preschool budget line 5101.

**Motion by: Patrizia Trento, Director 2nd by: Kim Stecher, Director**

Discussion: None

**Motion Carried**

# MOTION #9: Motion to purchase 205 tons of beach sand from Silva/Sahara at a cost of $23.65/ton delivered plus tax for a price not to exceed $4,900. Monies to come from line 503.02. This will overspend the line by $100.

**Motion by: Ami Nickel, Director 2nd by: Mark Kempner, Past President**

Discussion: None

**Motion Carried**

# MOTION #10: Motion to hire Dan Gardner for position of Waterfront Manager for the 2021 season. In accordance with discussion from closed caucus. Money to come from line 503.17.

**Motion by: Ami Nickel, Director 2nd by: Patricia Degnan, Director**

Discussion: None

**Motion Carried**

# MOTION #11: Motion to accept the attached new wording of Section C, minutes & correspondence of the Administrative Guidelines.

**Motion by: Kristen Neu, Director 2nd by: Mark Kempner, Past President**

Discussion: None

**Motion Carried**

# MOTION #12: Motion to appropriate $125,000 to the Sinking Fund from surplus cash.

**Motion by: Joanne Machalaba, Treasurer 2nd by: Patricia Degnan, Director**

Discussion:

* + Confirmed current surplus balance is approximately $516K

**Motion Carried**

# MOTION #13: Motion to appropriate $125,000 to the Capital Improvement Fund from surplus cash.

**Motion by: Joanne Machalaba, Treasurer 2nd by: Patricia Degnan, Director**

Discussion: None

**Motion Carried**

# MOTION #14: Motion to spend up to $2,000 to do improvements to preschool classroom area. Money to come from Country Club.

**Motion by: Michael Ilardi, President 2nd by: Mark Kempner, Past President**

Discussion:

* + Clarify that the work done will be: ceiling tile replacement, air conditioning replacements, window treatments, ceiling fan replacement, painting

**Motion Carried**

# GOOD & WELFARE

**Stu Joseph- 25 Middletown Road**

* Nominating Committee feedback was sought in the past that the earlier a committee was formed, the more successful they could be; if the Nominating Committee was formed by April, it would not be too soon.
* Recommended Toddler Soccer option of transferring any excess funds into Women’s Club Scholarship
* Noted that motions were passed without much discussion; commented that the motions must be receiving three bids

Response: Confirmed that motions have ample bids

**Nicole Dixon- 4 Ellen Drive**

* Thanks the Preschool Subcommittee for their hard work in finding a new Director
* Following up on letter sent to President, wants to ensure we prioritize Preschool
* Has attended Women’s Club meetings and will continue to attend; wants to support the school and our new Director

Response:

* + Preschool is a priority and all discussions and input are welcome; many messages have been received and all have received responses
  + Hope to continue Preschool Liaisons and Class Parent programs

**MOTION TO ADJOURN AT 9:13 p.m.**

Next Board Meeting is Wednesday, April 21st, 2021 @ 8:00 p.m.

Written & Submitted by: Kristen Neu