**BOARD MEETING – August 16, 2023**

**PRESENT:**

|  |  |  |  |
| --- | --- | --- | --- |
| ~~MICHELLE CROMWELL~~ROGER CROOKPAT DEGNANSCOT DESORTDANIEL GRANT | MICHAEL ILARDI GLEN KATZ MARK KEMPNERSTEVEN KOENIGSBERGDEBORAH LINNELL | MICHAEL LYNCH ~~DARYL~~ ~~MACELLARO~~JOANNE MACHALABA BEVERLY NEMIROFF   | KRISTEN NEU BARRY SILBIGERMICHAEL STOCKNOFF  |

**ADMINISTRATION:** ROBERT ROSSMEISSEL, Esq.,

**ARRIVED LATE**: None

**LEFT EARLY**: None

**ABSENT:** Michelle Cromwell, Daryl Macellaro

Michael Ilardi, President, called the meeting to order on Wednesday, August 16, 2023, at 8:00pm

Greetings & Salute to the flag & Pledge of Allegiance- Led by Michael Ilardi

Deborah Linnell, Roll Call

**MOTION #1**: Motion to approve the minutes of the July 19, 2023 Board Meeting.

**Motion by: Michael Ilardi, President 2nd by: Mike Stocknoff, Director**

Discussion:

* None

**Motion Carried**

# CORRESPONDENCE

None

**GOOD & WELFARE**

Stu Joseph, 25 Old Middletown Rd – Regarding parking lot repair ballot question, wants to know which lots or if all of them. Also suggested to swap order of board meeting to push budget to the end.

Jen Cordes, 65 Lakeshore Dr – Thanks board for their efforts with the tennis courts. Concerned about ripping up courts and install draining and new courts. Concerned with water table drainage and suggests a geotechnical engineer to look at it and wants maintenance plan. Reviewed construction process and wants review panel. She would be happy to participate.

# PRESIDENT’S REPORT: Michael Ilardi, President

* Jeff, Security Guard, was in accident but is recovering. Currently have 2 security guards out and have 1 daytime guard working. 1 application for the Security position came in. Contractor for building renovation will come replace some boards under warranty. Preschool bathroom renovation is moving along. Floor joists have been installed and everything else gutted. Meet the Mayor and town officials will be held Sept 27th at 7pm. Members can email in questions to ask the Mayor.

# TREASURER’S REPORT: Joanne Machalaba, Treasurer

* Through July, the POA has spent $1.15 million, 55% of the budget. 93% of dues have been collected. Nothing notable. Country Club financials are delayed due to outstanding expense reconciliation. Cash Summary, of note is the June Board approved motions to move money into the Capital Improvement fund will reflect in the August financials.

# LEGAL COUNSEL’S REPORT

-Attorney- no report

Discussion: none

# COMMITTEE REPORTS

Barry Silbiger, Lake & Lake Rec: DEP tested water at Beach 1 yesterday. No results yet. If they are under the advisory limit, they will come again and test this weekend but it won’t be read until Monday. DEP has to take the samples, they will not allow us to take our own. Need 2 consecutive tests.

**OLD BUSINESS: None**

**NEW BUSINESS**

**2023 BUDGET REVIEW: Led by Joanne Machalaba, Treasurer**

-Reminder that any resident can go to a committee meeting and give input.

* 1. Athletics
	+ 501.02 Equipment/Supplies: Hope to refurbish the garden but its different equipment. Introducing new sports and Field Day. Will lower to $5,000 and will provide note justifying change.
	+ 501.12 Maintain Athletic Facilities – Note to redo sunken garden. Have had quotes and its an unused space that want to make it into a usable area, like for bocce or cornhole. Is this based on quotes?
	+ 501.05 Salary: Why less when increased staffing due to increased participation? Will still be under budget for 2023.
	+ 501.10 Maintain Tennis Courts: Money spent this year is for soil samples.
	+ Sub-total now $50,605.
* 2. Beaches
	+ 503.05 Miscellaneous: Proposing 3 bottle fills stations. One at each- Beach1, Afield and Drum pool. Will require minimal plumbing work. $1,500 per unit. Outside company will install it. Filter is around $60 for a few years of usage. Ongoing maintenance is minimal. Remove guard structure
	+ 503.15 Uniforms/Ads: Don’t pay for ads, this is primarily just for uniforms. Uniforms going up 22% because cost going up. Will try to order early to have cost savings. Don’t expect to increase number of uniforms.
	+ 503.17 Beach Supervision: Going up 20% because they anticipate underspending on both lines. More use of facilities. Had we not had rain this year, they would have expected to overspend
	+ 503.19 Propane: Camp picks up 75% cost of propane.
	+ Total stays the same 8% increase from last year
* 3. Boat Docks/House
	+ 505.01 Boat Dock/House: Buying 2 T docks for the end to stabilize the dock. These will be full length sections that can put sailboats on and use these to replace any sections that need improvements. 4’ by 25’ full dock section. T section on the end of 2 more docks similar to what was done in 2023. Might add a few sail boat spots.
* 4. Civic Affairs
	+ They’ve done 6 events this year.
* 5. Community Planning & Engineering
	+ 507.00 Community Planning: Planning of preschool back yard design. Planning for tennis courts is not included. Can this this be used for the tennis court engineering? Will get some quotes.

6. Festival Day

* + No comments
* 7. Furniture/Reno
	+ No comments
* 8. General & Administrative
	+ 513.03 Audit and Consulting: Outside accounting firm advises on financial matters that arise through the year, i.e. sales tax, capital expenses, depreciation, etc. . Learning a lot from them and keeping the info for future use. Increase line by 3,000 to pay for consulting hours used.
	+ 513.12 Office/Clerical: Why the increase when down one full-time employee in office. This accounts for 4% salary increase and a part time person. Expecting to land at 300k for 2023.
	+ Request to have Ryan check the CC offset. This is higher than last year but none of expenses are higher than they were.
	+ Sub total now $501,660

9. House Operations

* + 517.09 Maintenance Supplies/Equipment: Change of line names? Should be Maintain supplies and equipment? We will come back to this next month. This line is maintenance, kitchen supplies and equipment for the clubhouse.
	+ 517.07 Cleaning Supplies: Name change to cleaning/bathroom supplies?
	+ 517.06 Beautification/Restoration: Line will not include fixing the deck from fire. That will come from 2023 budget. Includes all landscaping.
	+ 517.04 Utility Maintenance and Contracts: Only spent $1,763 this year but budgeting $12k. Renewal contracts are at the end of the year for the next year. Refrigerator has a yearly service agreement, next year expected to be 5k. Board needs a list of contracts that will be included.
* 10. Insurance
	+ 519.01 P&C Insurance: Preliminary estimates from insurance broker are a 5% increase. OK for 7% increase. Will be $350,000.
	+ Sub-total change to 395,500.
* 12. Lake Reclamation
	+ 522.07 Lake Dredging/Raking: Planned for weed harvesting is needed. Has not been needed. Current algae situation precludes harvesting as this would add nutrients to the lake making the situation worse. If money not used, dues will be offset.
	+ 522.12 Alum System Maintenance: This is for new / rebuilt pump and maintenance. One pump is close to its life expectancy.
	+ 522.18 Consultant Fees: This is estimate for consultants. HAB testing would like to be added next year.
* 13. Maintenance
	+ 525.01 Vehicle Fuel & Maintenance: Same amount but avg fuel costs up? Will check with Ryan on this. This line is a negative this year due to insurance claim payment.
	+ 525.10 Maintenance Salary: 4% increase. Wants 1 or 2 part-timers in the summertime. Last year, didn’t have someone in the clubhouse and now do.
	+ 525.06 Purchase Maintenance Equipment: Purchase of motor for pontoon boat. Make this $5,000 instead of 10,000 because will purchase motor in 2023.
	+ Sub-total will be 244,030
* 14. Newsletter/Communications
	+ 357.00 Revenues: Increased ad rates and increased number of ads.
* 15. Parking Lots
	+ No comment
* 16. Plaques and Awards
	+ No comment
* 17 Security
	+ 531.07 Misc: Only asking for 350
	+ 531.01 Security Salary: Added additional staff and more hours. Not meeting 2023 budget due to injury.
	+ 531.10 Patrol Boat Fuel: Newer motor and same fuel prices.
* 18. Real Estate Taxes
	+ No Comment
* 19. Senior Citizens
	+ No Comment
* 20. Utilities
	+ 537.02 Light/Power: Converted lighting to LED.
	+ 537.04 Refuse Collection: Last year, may have overestimated. 3-year contract that we can cancel at any time. Will confirm.
* 21. Women’s Club
	+ No comments
* 22. Youth Activities
	+ No Comments
* 23. Property Rights- Legal Fees
	+ No Comments
* 24. Special Funds
	+ 542.02 Sinking Fund: Has 500k. Ballot question pending.
	+ Change line 542.02 Sinking Fund to $0 and Capital $50K?
* Dues after discussion: $904 per household.

**FYI ATHLETICS:** Purchased t-shirts from DMC Promotions for our swim team at a cost of $1,076.50. Money to come from line 501.06 and will not overspend the line.

**FYI HOUSE ACTIVITIES:** Hired Tom Verlezza to DJ the NYE party on 12/31/23 at a cost of $850. Money to come from Country Club.

**FYI COMPUTER:** A motion was carried back at the 2/15/23 board meeting to contract with TCG Solutions to migrate our computers to the Microsoft365 Cloud Platform. The motion stated that the money was coming from line 513.09. This was incorrect. The correct line is 513.10.

**MOTION #2**: Motion to accept the Code of Conduct Policy

**Motion By: Michael Ilardi, President 2nd by: Roger Crook, 1st VP**

Discussion: Went through E-board and Attorney. Should this be run through Legal & ByLaws? Board would like to take a few weeks and revisit in September. Some didn’t have enough time to review this. Also asked to revise social media policy to be a total communication policy, not just a social media policy. Repercussions for board members violating this policy? Concerns on how to decipher between personal beliefs and representing POA. Alyssa would like to contribute to the development media policy. This was not brought up in Legal and Bylaws or Marketing Committees. The need for this was identified by E-board.

**Motion Withdrawn**

**MOTION #3:** Motion to present the following to be placed on the October 2023 ballot. Amend sections 9 & 10 of the WML POA Constitution with the following changes: (see attached motion)

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

Discussion: Attorney worked with Sean (resident making the requested change) and Dan Grant over 2 meetings. In section 9, when purchasing a home, owner can choose between 2 options. One is the existing constitution membership. The second is to designate up to four permanent residents living in the home for membership. It is expected there will be limited use of option 2. Concern that someone can be a POA member with no financial obligations to the home and can run to become a board member. In paragraph 9, if someone opts for option 2, only the homeowner can vote. This is the current position. Some have strong opinion that we should not change the constitution. Residents can still come in and apply for a badge. Proof of residency should be state or government issued-ID.

Section 47- Because prior version didn’t come to board, it can’t be brought to next meeting. It was not officially voted down. Clarified the prior version was presented to the board. Constitution does not say who has to propose an amendment. If this motion gets voted down, Sean can bring prior version with 100 signatures. POA would verify all signatures are members in good standing.

Comment to wait, as there is nothing urgent about this and it can be on the ballot next year. Concern if this gets voted down, Sean will bring prior version with signatures to the annual meetings and community vote. Option discussed to expand “spirit of the family” in the administrative guidelines instead of constitutional change. Not feasible as this would be in conflict with the Constitution. . .

**Motion Carried**

**MOTION #4:** Motion to accept the following question to be placed on the October 2023 ballot. Should the WML POA repair our parking lots with asphalt? Some lots will be milled and paved completely while other lots will have needed areas repaired. All the lots will be restriped. Money is to come from the Sinking Fund at a cost of up to $175,000.

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

Discussion: Contractors decided what was necessary to be milled and paved or repaired. Areas with sink holes that need to be repaired and refilled and striped. Charlie met with 3 different vendors. Quick time frame for these. If passes, planning for after season. Lake committee got a request to add boat parking at the A Field. Beach 1 parking lot has space for additional boat parking. Pitch on Beach 2 parking lot to be fixed to improve drainage.

 **Motion Carried**

**MOTION #5:** Motionto accept the following question & explanation to be placed on the October 2023 ballot. This replaces last year’s passed ballot question. Question: Should the WML POA replace the 6 existing tennis courts with a multi-purpose sports complex? The proposed footprint consists of a multi-purpose sports area, 3 tennis courts, 4 pickleball courts and lighting. Drainage and sub-surface will be installed and then surfaced with the most suitable material at a cost up to $450,000. Money to come from the Capital Improvement Fund.

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

Discussion: Clarify that this vote is to just get this on the ballot. This replaces last year’s question. If this gets voted no, the funding remains there and cannot be used until another community ballot question is approved. This should be added to the explanation to clarify to community. Is this deceiving to the public? Residents know we can’t do previous proposed project, so residents know the money is encumbered.

 **Motion Carried**

**FYI TREASURER**– Paid Nisivoccia LLP, $3,000 to provide POA financial consulting for the 2023 fiscal year. Monies to come from the 2023 budget. line 513.03. This will overspend the line. Explanation: Nisivoccia is the outside financial / accounting firm retained for the annual financial audit and consulting throughout the year. The budget was based primarily on the financial audit and did not account for the level of consulting services we required this year.

**GOOD AND WELFARE:**

Jen Cordes, 65 Lakeshore Drive – Engineering plans only applies if we are digging up tennis courts. If another layer on top, does not think we need engineering plans. Not sure about permits. This should be part of the proposals.

Barb Neibart, 36 Wenonah Drive - Likes that board started the proposal for the amendment with the board recommends.

**ADJOURN AT 11:22 p.m.**

**Motion by: Michael Ilardi, President 2nd by: Mike Stocknoff, Director**

Next Board Meeting is Wednesday, September 13, 2023 (1ST Annual)

Written & Submitted by: Alyssa DeNora

Approved by: Michael Ilardi, President