

**Bay Lake Improvement Association Meeting  
August 13, 2016  
Ruttgers**

<b>Officers/Chairs</b>	<b>Present</b>	<b>Committee Chairs</b>	<b>Present</b>
<b>Bruce Johnson – President</b>	<b>X</b>	<b>Paul Erickson – History</b>	
<b>Phil Rollins – Vice President Access Monitoring</b>	<b>X</b>	<b>Gary Malek – Fishing Resources</b>	<b>X</b>
<b>Chris Gondeck – Co-Treasurer, Water Safety</b>	<b>X</b>	<b>Jim Bye - Runtilla</b>	
<b>Sylvia Graff- Co-Treasurer</b>	<b>X</b>	<b>Larry LaTourneau - Security</b>	<b>X</b>
<b>Jennifer Qualen –Secretary</b>	<b>X</b>	<b>Betty Marquardt- Membership</b>	<b>X</b>
<b>David Devins – Aquatic Plant Mgmt</b>	<b>X</b>	<b>Scott Shekels - Website</b>	
<b>Josh Goolsbee – Beach Captains</b>	<b>X</b>	<b>Tiffin Tripp – Shoreline Protection</b>	
<b>Dominic Ciresi – Past President</b>	<b>X</b>		
<b>Bobbie Keller – Breezes</b>	<b>X</b>		
<b>Amy Grady- Legal</b>		<b>Guests</b>	
<b>Terry and Debbie Coss-Water Quality</b>	<b>X</b>	<b>Nancy LaTourneau, Andy and Matt Herring</b>	<b>X</b>
<b>Chris Ruttger - Nominating</b>	<b>X</b>		
<b>Steve Souder – Conservation and Runtilla</b>	<b>X</b>		

The meeting was called to order by President Bruce Johnson at 9:02 AM.

### **Secretaries Report**

MOTION: Moved by Steve Souder and seconded by Terry Coss to approve the July 16, 2016 board minutes as previously distributed. Motion Approved.

### **Treasurers Report**

Sylvia Graff reported that \$11,000 was paid to the Orwolls for fireworks and that she is waiting for a bill from Josh Goolsbee for the beach party to issue a check. Request made to Josh for a bill.

Chris Gondeck handed out his financial report. There is an estimated \$90,000 in income and expenses YTD are an estimated \$69,685.

**Quick Books** – Questions regarding its use were presented. Quick Books Online is currently being used with Chris Gondeck and his assistant, Heidi, having access to it. Previously, past presidents have had password access to the software, but never used it. It was suggested that access remain limited for security purposes. A suggestion was made by Chris Gondeck to give Phil Rollins, Vice President, access so he could monitor bills submitted and payments made to the County for access inspectors. Chris will speak with him privately to get things set up. On line donations are slowly growing as a part of our financial system. Chris distributed the year to date report from Vanco Payment Solutions for review. Chris also led a discussion regarding the associations responsibility of disclosing the Fair Market Value of any giveaways, at our sponsored events, with a value over \$10.50. The Fair Market Value portion of a donation is not tax deductible and the association is supposed to disclose that. For example, if the fee for an event is \$35 and includes a meal that is valued at \$15, only \$20 is tax deductible. The tax deduction is the fee less the item provided by the association. Fair Market Value of items or giveaways should be disclosed on all sign-up sheets and information sheets available to donors. Chris stated that the Fair Market Value of all giveaways should be determined each year by the Board of Directors. Bruce Johnson will add this topic to one of our meeting agendas early next spring. Phil Rollins moves to approve treasurers' report, Dominic Ciresi 2nds. Motion passed.

### **Membership**

Betty Marquardt reported that we have 474 members so far this year. Fireworks donations are at \$11,755, which is ahead of last year at this point. There were 63 online donations for fireworks. Betty also noted that she is waiting for Josh Goolsbee to turn in the donations made during the tree/plant giveaway event.

## **AIS Prevention**

Phil Rollins reported that he is now trained as a Class 1 Inspector as of May 2016. He is considered an emergency inspector and can be called if needed. Inspectors, at this point, are being scheduled each day from 6AM-8PM. This year, the County allocated 400 hours of inspector's time to Bay Lake and we have used over 1100 hours so far. BLIA is paying for all inspector hours over the 400 originally allocated.

## **Beach Captains**

Phil Rollins reported that he and Amy Grady met August 14, 2016 to determine what will go into the welcome packets for new Bay Lake property owners. Personal visits and distribution of the packets will take place beginning in September. New residents will be informed of the BLIA, how to join and the importance of membership.

## **Water Quality**

Terry Coss reported that June's monitoring report will be compared to May's report when available in the next few weeks.

## **Election of Officers**

- Bruce Johnson requested a discussion on the association's accounting system. He stated that there have been a few inquiries and suggestions regarding the full automation and total integration all aspects of our accounting functions. Bruce felt that this would ultimately lead to the consolidation of the Treasure's duties under one person and that the association would then have only one Treasure. The functions currently performed by Sylvia Graff, through a separate manual checking account, would be transitioned over to the automated account currently used by Chris Gondeck. Sylvia stated that she really didn't wish to learn a whole new system, but would be willing to assist in the transition process. A suggestion was made to designate Sylvia as our Transitional Treasurer on the BLIA Roster. Bruce noted, that according to the BLIA By-Laws, this would mean that Sylvia would not have voting rights at future board meetings since only board members and committee chairs have voting rights. Phil Rollins suggested that a sub-committee be created to discuss what must be done to move the system to one treasurer and to consolidate all accounts, that can be consolidated. Dominic made a motion that the treasurer's functions be consolidated by the end of the fiscal year, December 31, 2016, and be

handled by one treasurer. After a brief discussion, the motion was amended to be done by our annual meeting, in July of 2017. Steve Souder seconded the amended motion. Motion passed.

- Dominic made a motion that Sylvia Graff be designated as Transitional Treasurer to help the association move towards a fully automated accounting system under one Treasurer. Phil Rollins seconded the motion. Motion Passed.

Chris Gondeck noted that all donation and membership records, at this time, are entered into the association's database by Marlene Waller of The Paper Plan It company, in St. Cloud. Marlene also generates all association mailings and the donation thank you letters. This third party system works well and is certainly a necessary service the association needs. The cost for this service is about \$4000 per year.

Bruce Johnson noted that the terms of association's officers be determined by the board of Directors at the time the officers are elected. He suggested that the officers to be elected at this meeting have terms that will run for 2 years beginning now and ending when the new officers are elected at the board meeting following our annual meeting in July of 2018.

Chris Ruttger offered the following slate of Officers for a term that will run for 2 years beginning now and ending when the new officers are elected at the board meeting following our annual meeting in July of 2018.

Bruce Johnson, President: Phil Rollins, Vice President: Chris Gondeck, Treasurer: and Jennifer Qualen, Secretary. Dominic made a motion to elect the slate of officers as presented. Steve Souder seconded the motion. Motion passed.

## **Other Committee Reports**

### **Conservation**

Steve Souder reports trees and plants for next year have been ordered.

### **Fishing Resources**

Gary Malek – DNR will stop their stocking program if BLIA decides to stock with yearlings themselves. No further discussion.

### **History**

No report

## **Security**

Nothing to report

## **Shore Line Protection**

Nothing to report

## **Breezes**

Bobbie needs a list of company donations of goods and services for acknowledgement. Send any information to Bruce to get to Bobbie. Donors in this case can determine their own FMV. Need info from George about donors from golf prizes.

## **Fireworks**

Josh Goolsbee made a brief presentation recapping this year's fireworks display. He noted the large number of association members who volunteered to help set and take down the infrastructure of the fireworks equipment and platforms. Bruce noted the exceptional job that Josh did in getting volunteers and muscle to help and coordinating this effort. Josh reported that the Orwolls would like one more barge next year, if possible, in addition to those provided by Hansen's and the Malkersons this year. Josh noted that Dean Hansen is storing docks and pontoons as well as Bay Lake Camp, on behalf of the association.

Bruce suggested that we will need a new committee to coordinate this effort in the years to come and made a motion to create a new Fireworks Committee and to make Josh Goolsbee the Chairman of that committee. Dominic seconded the motion. Motion passed.

## **Amazing Race Report**

Nancy LaTourneau reported another successful race this year. Nineteen boats participated in the 12 challenges, which were managed by 45 to 50 volunteers. T-shirts, under FMV, were distributed to the volunteers. Thanks to the Lonesome Pine and to Josh, Karen and Kara for the after-race party and pizza, etc. Over \$2500 was raised for BLIA. Next years event is slated for July 22, 2017.

## **Buoys**

Dominic reported that new reflective tape is needed on all buoys to mark No Wake Zones, they are not visible at night at this time. A request made to stop moving buoys from their originally placed locations at beginning of the season. If people have an issue with them, bring it to the board. It has been determined that the shorter the distance the better chance that the No Wake rule will be obeyed. It was

noted that the Krueger family (Karl and Kevin) is paid \$800 per year to install, pull out and maintain the buoys.

### **New Business**

Phil wants to make sure that dock companies are following regulations when putting in and removing docks and lifts. Phil noted that Zebra Mussels can be transferred by boat fixtures, lifts, dock removal equipment, etc. Phil requested that board members talk with their service providers and make sure they are aware of and following the State mandated regulations. Several board members volunteered to talk with their respective service providers.

### **Signage**

Jennifer Qualen asked about having possible signage at the public boat landing pertaining to High Water warnings and minding wakes. Is it allowed? Bruce stated that the association would have to incur any costs and bear the responsibility of installing, removing and maintaining these signs. He questioned if this is something we want to take on. Phil responded, based on past experiences, that the DNR will not allow such signs at the public landing. Terry Coss mentions possibility of putting a sign on Battle Point Rd with a High Water Alert and to be cautious. This topic was tabled for future consideration since the high water situation may be ending soon.

### **Adjournment**

Dominic made the motion to adjourn at 10:31 AM. Phil Rollins seconded the Motion. Motion passed.