

BOARD MEETING MINUTES 05/04/2023

Attending Board Members & Trustees: President Al Miotke, Secretary Samantha Hughes, Treasurer Michael Frederick-Martinez, Amy Meharry, and Carla Gianini.

Guests: Mary Miotke, Jim Thompson, Jeff Lincoln, Nanci Lien, Matt McKee, Kathy Giuntoli, and Teresa Larsen.

Meeting called to order @ 7:06pm by President Al.

Minute Review:

Samantha led a review of the February minutes. Matt moved to approve the minutes and Amy seconded the motion. The minutes were approved unanimously.

Financial Review:

Samantha led a review of the monthly financials from April (end of fiscal year). The ending fund balance was \$22,235.78.

- In reviewing the year end financials, the petty cash lump sum is now broken out to correspond when payments were received per rentals. Member asked if it can remain as one lump sum in March. Board stated that they will seek recommendation from CPA before additional changes were made.
- Samantha made a motion to dissolve the petty cash fund and deposit current on-hand cash of \$1,833.00 into bank. Amy moved to approve the motion and Matt seconded the motion. Samantha will inform bookkeeper and deposit cash into banking account. Future monies received from clubhouse will be deposited into account.

FOLLOW UP BUSINESS

1. Dock piling replacement
 - a. Official (legal) letter was sent to Marine Floats from IIMC board on 04/13 and received response from company 04/14. Upon review of contracts, Marine Floats was in breach of contract and owed IIMC one piling. New piling was installed on 2nd float on 04/28 where other one was missing. Board is continuing to explore quotes for replacing other pilings.
 - b. Member stated that neighbor is a diver and volunteered to inspect pilings under water. Member to send information to board.
2. CPA audit
 - a. Board has contacted 5-6 companies and has been unsuccessful getting quotes. 3 of them no longer complete this type of audit. Despite numerous conversations, only 1 quote was received.
 - i. Lori Moss - \$3800 (unbudgeted) for 2-year audit. \$1800 for 2021 – 2022. \$2000 for 2022 – 2023 including tax return filing. Samantha made a motion to approve quote and Matt Seconded the motion. Amy will connect Lori and IIMC bookkeeper.

3. Landscaping contract
 - a. Board narrowed quotes down from 5 to 3:
 - i. Northwest Seasons Landscaping - \$984.50/month, does not include rook cleaning, bathrooms, and fertilizer.
 - ii. Kimball Landscaping & Irrigation - \$712.50/month, only for mowing, edging and weed control on property.
 - iii. Archterra Landscape - \$984.60/month, does not include lead removal, garbage pickup, blackberry bushes, roof cleaning, bathrooms.
 - b. Samantha made a motion to move forward with Northwest Seasons Landscaping and Matt seconded the motion. The new landscape service was approved unanimously. Matt will contact to initiate services and get contract signed with Al.
4. Insurance review
 - a. Board continues to look into updating current insurance contract to include D&O and liability. Connected with insurance broker @ Hub International (Greg Floyd), pending quotes.
5. Park security / parking enforcement
 - a. No updates from member regarding VFW contact.
 - b. New need services by summer.
6. Key-fob deactivation
 - a. Annual dues are owed by May 31.
 - b. Board agreed to give members a few extra days and not turn off key fobs until June 11th.
7. Payment Plans
 - a. Board discussed the potential need to a payment plan given the increase in dues. No formal requests have been received. Board and members agreed that if we choose to establish a payment plan option than a policy needs to be written. No decision was made regarding a policy at this time.
8. Volunteering Projects: Cost-saving or Liability
 - a. Board has received numerous offers from members volunteering services at no charge. While the board appreciates the offers, they are in the process of creating a waiver than can be used in these instances to ensure proper coverage to IIMC. The board wants to make sure the volunteer is licensed, bonded, and experienced before performing maintenance.
 - b. Member suggested creating a list of services that the board will accept volunteers and possibly pursue a committee to oversee these projects.
9. Open Forum
 - a. Member asked to hear monthly budget.
 - b. Member asked the board to consider sub-committees to help with quote and organization of projects.
 - c. Member asked for budget to be posted ahead of time for future voting.
 - d. Member is inspecting the current utility bills to determine cost savings. There are a couple options, but no official recommendation was received.
 - e. Member requested for renovations not to happen to clubhouse and to turn it into a covered picnic area.

10. Confirming IIMC property and voting totals:
 - a. IIMC has 447 registered properties.
 - b. 10 of those properties represent owners of multiple properties.
 - c. There are 437 members eligible to vote.
 - d. 51% (majority) would equal 223 votes.
 - e. 25% quorum would equal 110 votes.

Meeting adjourned @ 8:36pm by President Al.

Annual meeting is Saturday 05/20/2023 @ 10:00am.

Next meeting will be on Thursday 06/01/2023 @ 7:00pm.

Minutes respectfully submitted by Samantha Hughes.