

## Sylvan Shores Board Workshop meeting minutes for September 12, 2023

Sylvan Shores Association INC board workshop meeting minutes from Tuesday, September 12, 2023, at 6:30 pm.

- 1.) Jen Kloss called the meeting to order at 6:30 pm.
- 2.) Roll call taken. Jen Kloss, Ed Thull, Adam Bergeron, Pat King, and Jane Brown were all present at the clubhouse.
- 3.) J. Brown volunteered to take notes for this meeting.
- 4.) P. King made a motion to approve the meeting minutes submitted by J. Brown from the Thursday, August 24, 2023, board workshop meeting. J. Kloss seconded the motion. (AIF). Motioned carried.
- 5.) P. King was asked to remind the Board that minutes are to be posted on the website, Ed T. said he would make sure this would be completed, past and present.
- 6.) With no maintenance manager, we talked about all the stuff that needed to get done before winter. E. Thull volunteered to put a community volunteer day for October 7<sup>th</sup>, 2023, to take care of these items.
  - a. Docks removed from the lake.
  - b. Store paddle boats and Kayaks in the shed.
  - c. Move pool chemicals to storage room.
  - d. Outside shower needs to be winterized.
  - e. Batteries need to be brought in.
  - f. Shed needs to be winterized.
- 7.) One of the Clubhouse toilets in the women's bathroom is broken. We talked about replacing all toilets or just the one toilet. E. Thull to get an estimate for one toilet or all 4 of toilets.
- 8.) The clubhouse furniture was moved, and the freezer was unplugged with frozen food still in it by a group of people. The outlet was recently updated to accommodate the freezer in a very specific location and not blow out a fuse. This could have been a big liability to the clubhouse and loss of product with the frozen food still in the freezer. P. King volunteered to talk to someone in the group.
- 9.) The new printer has arrived. We talked about selling old printer ink and getting rid of the old printer. J Kloss to let Lucy know.
- 10.) P. King discussed documents from the HR Committee concerning conflict of interest and a confidentiality form to be signed by each board member. P. King will send it out and bring copies to our next meeting.
- 11.) We talked about voting by email. We are going to continue to vote email as needed limiting it to emergency, non-budget items.
- 12.) E Thull let the board know the salt was delivered and water softer was cleaned. Premium Water had us on an 8-week cycle to check and fill water softeners. It is an extra \$3.00 a month service charge to come out monthly instead of every other month, so the change to a monthly schedule was made.
- 12.) L. Prather, A. Bergeron, and J. Kloss had a meeting to discuss Quick Books.
- 13.) A group of people (teenagers) broke into the pool area after the clubhouse was closed in the middle of the night. They broke the fence. J. Kloss will look at video footage and forward it to the appropriate authorities.
- 14.) The camper that was on Pine Island boat landing was towed for \$300.00. Todd County would have fined us \$1,000 a day if we didn't remove the camper.
- 15.) Mary Noska asked to add Sylvan Shores to the Barn Quilt Trail. E. Thull made a motion to add Sylvan Shores to the Barn Quilt Trail. J. Kloss seconded the motion. AIF. Motion Passed. E. Thull to contact Mary to get it set up.
- 16.) The board discussed the latest from the Architecture Committee.
- 17.) P. King briefly discussed the Maintenance Committee.
- 18.) A. Bergeron reviewed what was taking place in the Finance Committee since the last meeting.
  - a. A. Bergeron did a quick review of our current budget condition.
- 19.) E. Thull discussed the Campground Committee.
  - a. E. Thull created a fall camping contract. Two people have signed up for the fall season.
  - b. E. Thull to contact electrician for a status update, hoping to get the work completed this fall so we are ready for the spring camping season.

- c. On Monday, September 25, 2023, the bathroom at the campground will be cleaned for the final time this year.
- d. On Tuesday, September 26, 2023, the water will be turned off and the entire campground will be winterized including the water softeners.

20.) E. Thull discussed the upcoming trunk or treat for Halloween and Holiday party on December 9<sup>th</sup>, 2023.

21.) Next meeting is set for Tuesday, October 10, 2023, at 6:30 pm.

22.) A. Bergeron made a motion to adjourn the meeting at 9:35 pm. J. Kloss seconded the motion. (AIF). Motion carried.

\*AIF = All in Favor