

SYLVAN SHORES ASSOCIATION INC. BOARD MEETING NOVEMBER 15, 2022

Members present: B Berglund, E Thull, D Demuth, A Bergeron, M Noska. J Brown via conference call. Lucy Prather office manager. J Kloss not present.

Approval of minutes: Berglund motioned to accept minutes of October 23, 2022 as presented. Demuth seconded the motion. Motion passed. Prather will post those minutes to website.

Introduction to board of new office manager Ms. Prather. A brief office report was given. Prather inquired about MDS sheets and Noska said she would show her where they are kept. Prather also contacted our insurance agent re: liability issues.

A thank you card from Gene was provided to board members.

Committee Reports-

Finance.	Quick books.	Bank
Savings balance.	\$158,449.	\$158,449
Checking balance.	\$ 37,711.	\$ 33,877

Berglund moved to allow Lucy Prather, the office manager, to have a debit card in her name which would allow her to purchase items for Sylvan Shores on line monthly. Also allowing her access to Unity bank information of Sylvan Shores account but not withdrawal or transfer privileges on the checking and savings account. Thull seconded the motion. Motion passed. Board worked on proposed budget for 2023.

Architectural- nothing new.

Election- nothing new.

Community Events- Demuth discussed final plans for Christmas party. Notices have been sent via email and mail chimp and on SS Facebook page. It will also be on board at club house driveway. Reservation cut off is November 21st.

Campground- Thull discussed electrical bids for updating partial service sites and bathhouse. He and Prather will contact previous campers re: changes in availability of partial service sites. Thull will contact Todd Wadena Electric re: rebates for LED lighting.

Association properties- Noska had nothing new to report. Thull motioned to have the snow plowed at 1" in order to keep ice pack limited. Brown seconded the motion. Motion passed.

Covenants/By-laws- Kloss not present to discuss leash policy.

Dues Increase- Demuth put together a power point outline. Discussed amount of increase needed to meet annual budget, repairs and improvements, and reserves for future needs. Demuth offered to meet with a realtor for information regarding: Property owners associations similar to Sylvan shores. She will be invited to come and speak to the board.

Thull motioned to change employee probationary period from 90 days to 60 days. Demuth seconded the motion. Motion passed.

Discussion regarding when PTO should start accruing for employees from start of hire or after 60 days. Brown motioned to start on day one. Bergeron seconded. The motion ended in a tie and thus failed.

Non-compliance- discussed the property owners turned over to attorney. Recommend to work with owners toward a resolution and if not possible to go forward with court proceeding before abatement process for those living on property.

Quick books- bank reconciled through October. Berglund may meet with quick books specialist at accounting firm.

CTC- Prather has made contact with the appropriate person who is checking on the special circuit issue.

Key cards- Demuth will follow up with company he previously got a bid from. Will research cost and appropriate placement.

Pool tech class- there is a class offered in Baxter in April. Discussed having both Kloss and Prather attend. Noska offered to be back- up tech for another year as her certificate is valid.

In home business in Sylvan Shores. Board refused approval to advertise within Sylvan Shore per restrictive covenants.

PCI compliance- Prather will get the proper procedures in place and report back to board.

Thull motioned to adjourn meeting at 8:29. Noska seconded. Motion passed.
Next meeting December 13th at 6:00 PM

Respectfully submitted: Mary Noska secretary.