

SSPOAI BOARD MEETING DECEMBER 13, 2022

Members present via Zoom: B Berglund, E Thull, M Noska, D Demuth, J Brown, A Bergeron, J Kloss.

Approval of minutes from November 15, 2022 board meeting. Brown motioned too accept minutes as presented. Demuth seconded the motion. Motion passed.

Committee reports

Finance- Brown and Berglund presented two draft budget proposals, A and B. Thull motioned to adopt budget B. Discussion ensued. Kloss seconded the motion. Motion passed 5 to 2.

Discussed CD rates.

Savings balance.	Quick books.	Bank
	\$158,479.00.	\$ 158,479.00
Checking balance.	\$. 27,167.00.	\$. 26,517.00

Architectural- nothing new

Election- nothing new

Community events- Demuth reported that 27 adults and 10 children attended the Christmas party at the club house December 10th. Every child received a gift from Santa and every adult won a prize playing a concentration game. It was a great afternoon gathering.

Campground- Thull reported working on collection of winter fees.

Association properties- Property owners Jim and Margie Potter donated a new flag to be flow at the clubhouse. Furnace burners have been replaced. Berglund met with Digital Horizons re: pool camera and security options. Discussed heating options for garage. Demuth volunteered to donate a tornado heater to help. He will contact J Kloss to see if it will be suitable. Discussed options to replace tractor with something more suitable for facilities maintenance.

Covenants/Bylaws- Kloss has a policy statement that she will send to office for further review.

Town Hall Meeting- discussed ways to inform property owners about online meeting. Scheduled meeting for January 21, 2023 at 10:00 AM.

Berglund motioned to add a clause to employee handbook re: PTO. Brown seconded the motion. Motion passed.

Berglund has been working with attorney re: non-compliant property owners.

Received refund from CTC.

Discussed key cards.

Berglund presented the board with information re: liens on properties owing more than \$1,000.00 in dues.

Berglund discussed the need to work on quick books correcting past invoices. She would like to get quick books to the point where it can be used as a backup to Access.

Berglund discussed need for over site of Office Manager because of many various things to keep track of, such as liens, non- compliance penalties, property transfers, redoing filing system, Quickbooks, etc. Discussion ensued suggesting someone to help Office Manager with small items to free up her time for larger tasks. A helper would be less expensive than oversight. Berglund will discuss with Office Manager.

Office manager will be responsible for establishing proper procedures for PCI.

Next meeting January 10th, 2023.

Demuth motioned to adjourn. Brown seconded the motion. Meeting adjourned 7:45

Respectfully submitted, Mary Noska, secretary.