

Shadow Lake Village
Minutes for Workshop Meeting

May 15, 2003
Call to order 9:00 am.

Comment:

Roll Call:



Trustees:

- *Kevin Byrne*
- *Mary Carhart*
- *Katsy Willey*
- *Father Joe Quinlan (absent)*
- *David Howell*
- *Lou Vaiti (absent)*
- *Walter Lohmann*
- *Raymond Johnson*
- *Karl Strauch*

Administration Manager:

- *Richard Carpenter*

Resident Attendance:



FINAL DRAFTS WILL INCLUDE ATTENDANCE

Review of minutes:



Review of the minutes for the April 17th Workshop Meeting and the April 24th Business Meeting was completed. They will be prepared for acceptance during the May 22nd Business Meeting.

Treasurer's Report:



- *We are showing a \$35,000 unfavorable balance for the first quarter of 2003.*
- *The Association is facing a cash flow problem due to the winter storms and insurance premium increase.*
- *We will attempt to set up an automatic check transfer from the First Trust lock box account to the operating account at Wachovia Bank to improve cash flow.*
- *The delinquencies for the 2nd Quarter Assessments are high in number, but low in dollar amounts.*

Action Items Reviewed:



- *“Review of Welcome Packet” was added to the list.*

Committee Reports:



- *N/A*

Unfinished Business:



- *Walter Lohmann advised that the Architectural Control Committee has completed revising the Architectural Guidelines. The Architectural Control Committee will review further recommendations regarding use of heat pumps at the Board's request.*

- *Karl Strauch advised that the Emergency Procedures Manual has been completed. He requested further recommendations from the Board of Trustees before a final draft is printed. The Board did not give any further suggestions. Middletown Office of Emergency Management sent their letter of approval. Karl Strauch will make a motion to approve the procedures at the May 22nd Business meeting.*
- *Dave Howell advised that the Landscape Committee Guidelines have been revised, and the Board of Trustees has received copies. Dave Howell will make a motion to accept the guidelines at the May 22nd Business meeting.*
- *Walter Lohmann advised that Shadow Lake Village has been fined \$5000.00 from the Department of Environmental Protection for using lake water without a permit. We have received a draft of the settlement, which has been forwarded to our attorney, Martin Barger, for legal advice. The consensus of the Board of Trustees is to pay the fine to prevent further problems.*
- *Walter Lohmann presented a letter informing residents of necessary chimney inspections required by the insurance company. The letter and chimney sketch, showing resident responsibilities, will be sent to all residents with a fireplace. Residents are responsible for costs of the inspection.*
- *Mary Carhart advised that #7 Loch Arbor Way is in need of deck repair, which is the Association responsibility. The stairwell to the lake is the owner's responsibility to replace as the previous owner put in the stairs. A letter will be sent to the resident requesting removal or replacement.*

New Business:



- *Dave Howell advised that Pelco submitted a recommendation/proposal to replace the air conditioning system in the Clubhouse. The Board of Trustees will use the proposal for future budgeting purposes.*
- *Karl Strauch would like the Board to prioritize necessary work that will be utilizing money from the Capital Equity Account. The results will be used for future budgeting. Karl recommends using Capital Equity money for air –conditioning upgrades and*

an expansion to the Clubhouse. The increase of the Capital Equity fee should offset any financing

- *Karl Strauch announced that the AARP Driving Course is scheduled for July 14 and 15 in the Clubhouse Ballroom. The program is sponsored by Kiwanis. The cost of the course is \$10 with a check made payable to AARP. Residents may benefit with a reduction in auto insurance after completing the class.*

Trustees' Reports



- *Kevin Byrne announced that the General "Pre-Election" Meeting will be held on Tuesday, May 20th at 7:30 pm. Candidates Night will be held on May 28th at 7:30 pm. All residents are encouraged to attend.*
- *Dave Howell advised that the Lakers and Golf Committee will donate a new golf net for practicing.*

Announcements



- *N/A*

The Meeting Adjourned at 11:30 am.

Respectfully submitted,

*Richard Carpenter
Administration Manager*

*Katsy Willey
Board Secretary*