

**Shadow Lake Village
Minutes for the Workshop Meeting
January 18, 2007**

Call to order 9:00 am

Roll Call:



Trustees:

- David Anderson
- Margaret Mary Bambury
- Kevin Byrne
- Roger Nicholson
- Peter Sgaramella
- Cathleen Sullivan
- Warren Van Nosedall
- Angela Vullo
- Anna Yurko

Resident Attendance:



FINAL COPY WILL INCLUDE ATTENDANCE

Review of Minutes:



A review of the minutes for the December 14, 2006 Workshop Meeting, December 19, 2006 General Meeting and December 21, 2006 Business Meeting was completed. They will be prepared for acceptance at the January 25, 2007 meeting.

Treasurers Report:



- Warren Van Nosedall reviewed the Operations fund for the first 12 months of 2006 (attached).

Action Items Update:

- Peter Sgaramella advised that the By-Law review is on schedule to present to the Board at the February Workshop Meeting.

Correspondence:



- Roger Nicholson reviewed correspondence including a donation from the SLV Democratic Club of an American Flag to be used in the Clubhouse.

Unfinished Business:



- Peter Sgaramella advised that the Worthmore contract is still under review due to an issue found by the SLV Insurance Representative.
- The vegetable garden tool shed location was discussed as a resident complained that it blocks the view to the lake. After some discussion the Board asked Mike Hynes to move it further down the point and to put some plants around it so it blends in with the environment more.
- Angela Vullo reviewed the process and the teams for the New Resident Orientation to be given by the Trustees. Teams will be called upon in a rotating basis and will have to arrange for coverage if they are unable to attend on their scheduled date.
- The Board discussed SLV resuming pick-up of bulk trash. Discussion included whether to charge residents for pick-ups and what kind of schedule we would do pick-ups on.
- Cathleen Sullivan reviewed the plans for the first phase of the proposed Clubhouse improvements. These improvements would initially be paid from the Operations fund but reimbursed from the Capital Equity fund over a period of time. Dan will set up a meeting with the Board and Berkowsky & Associates to review the proposed improvements.

New Business:



- Bruce Fowler of the Democratic Club advised that the Democratic Club has donated an American Flag for use in the Clubhouse. The donated flag is currently located in the lobby in front of the fireplace.
- Warren Van Nosedall advised that one of our investments was called. Warren and Margaret Mary will be speaking to our investment advisor on January 22nd and will advise the Board as to where the money was reinvested. Roger Nicholson pointed out that the Board needs to look at the investment procedures and make some changes.
- Walter Lohmann reviewed the proposed Safety & Security Committee guidelines. Under the proposed guidelines the objective of the Safety & Security Committee would be; to develop and recommend to the Board of Trustees, the operation of a safety & security program appropriate to the size and needs of the Association, its members and property. Roger Nicholson questioned the role of the Security Captain in this committee and advised that Marion Security has liability concerns. Dan Cavalli advised that he will bring the Marion operations manager in to speak to the Board of Trustees. Roger Nicholson suggested the issue be tabled and given to the Business Operations Committee to review the need for the Captain to be on the Safety & Security Committee.
- Dan Cavalli advised the Board that Maintenance is in need of a new utility vehicle due to the fact that one of our two golf carts is no longer working. A proposal from Harter for a Kubota RTV 900 utility vehicle is \$12,162.92 including tax. A motion to accept Harter's proposal will be made at the January 25th Business Meeting.
- The Board reviewed a proposal from CSAV Systems for replacement of the Ballroom sound system in the amount of \$13,999.88. The Socializers will be donating \$5000.00 towards the new sound system. The Board also discussed upgrading the Ballroom TV at a cost of no more than \$4000.00.

Trustee Reports/Managers Report:



- Anna Yurko advised that the violations process is under review. Possible changes are; shortening time between violation notifications and increasing fines.
- Cathleen Sullivan questioned when the ice machine will be swapped with the water fountain. Mike Hynes advised that it was being done today.
- Margaret Mary Bambury advised that the Business Operations Committee discussed late fees and is recommending that delinquent owners be charged an additional \$25 late fee for each quarter the assessment is not paid.
- Dan Cavalli advised that JCP&L has been working on outages and repairs and as of Wednesday we have four lights still out (down from 20 in December). They are also working to fix the pole that is leaning on Western Reach.
- Dan Cavalli advised that the 2007 maintenance schedule is a work in progress as items may be added during the year. Mike and Dan stay coordinated on the tasks at hand and update the schedule on a weekly basis.
- Dan Cavalli advised that the fire alarm installation is scheduled to begin shortly.

- Dan Cavalli advised that his and Mikes lighting walk throughs have been delayed until the weather warms up. To date Manchester is the only court completed.
- Dan Cavalli advised that roof repairs have been completed on 27 Lexington, 10 Concord and 1 Auburn. There are presently no active leaks to report.
- Dan Cavalli advised that the men's room exercise machine has a broken wire and is being serviced by Sears. The machine should be repaired within the next 2 weeks.
- Mike Hynes advised that the siding/painting for 2006 should be completed in 2 weeks weather permitting.
- Mike Hynes advised that the waterline repair at 69 Western Reach has been completed.
- Mike Hynes advised that the Clubhouse projects have been completed.
- Mike Hynes advised that gutter cleaning on all buildings is complete.
- Mike Hynes advised that sand buckets have been given to all homeowners.
- Mike Hynes advised that the drainage repair at 33 Western Reach has been completed. There is currently a proposal in for a drainage repair at 89 Lexington.

Meeting adjourned 12:10 p.m.

Respectfully submitted,

Jennifer Allen
Community Manager

David Anderson
Board Secretary