

Pinnacle Lake Board Meeting

Board Meeting Minutes: Saturday May 5, 2018
9:00 a.m. at Pinnacle Lake Administrative Office

Board Members:

Present: Dan Latham, Bob Menzel, Pam Manco, Mike Cross, Jessica Deadmond, Barbara Baker, Jim Pavelec

Absent: Patrick Crites

Proceedings:

· Meeting called to order at 9:00 a.m. by President, Dan Latham

Barbara Baker makes a motion to not read April minutes. The minutes are not in an acceptable format. Bob Menzel seconds the motion. Motion *carried by unanimous decision. Minutes will be re-written and will be read at next meeting.*

Administration: (Barbara Baker)

1. Barbara Baker makes a motion to remove Patrick Crites as Recording Secretary since he does not turn in proper meeting minutes. In addition, from now on he will be known as Board Member no office. Motion seconded and carried by unanimous vote.
2. Barbara reports PLE completed the purchase of property 13-April-2018. The property is a 2 acre partial located on the major stream entering PLE.
3. Barbara reported Amy Arnold resigned 7-April-2018 just before the start of a regular board meeting.
4. Barbara reported Kyle Mundwiller resigned from the board 14-April just before start of the re-scheduled board meeting.

Treasurer: (Jessica Deadmond)

1. Jessica reported meeting with the Lake's CPA. The yearly income taxes have not been filed and it is too late to file for an extension.
2. PLE Quick Book account is setup as 2 companies. This has to be corrected to be in compliance with standard accounting practices.
3. Jessica is reconciling the 2 companies, numerous spreadsheets into one company.
4. CPA will not look at PLE books until all of reconciliation is complete.

Roads: (Mike Cross)

1. Mike reports very little has been done to the roads this year. He started the fiscal year with a deficit of approximately \$13,000 from the previous Roads manager, Patrick Crites. The fiscal years 2014-2015 and 2015-2016 PLE Roads was roughly \$15,000 and then \$13,000 over budget for a total of roughly \$41,000 over budget in 3 years. Mike reports he will not be over budget this year.
2. We have about \$20,000 to carry us through September.

Security: (Pam Manco)

1. May 18 Security starts. There will be 6 security guards this year. Shift starts Friday evening to Sunday afternoon.
2. Pam states that if you see something illegal – i.e. destruction of property, please call law enforcement.

Architecture: (Jim Pavelec)

1. No new request for improvements received this month.

Special Projects: (Bob Menzel)

1. Bob reports contact with dredging company for either dredges for rent or buy.

Committee Reports:

1. **Recreation:** Easter egg hunt was cancelled. Supplies (lots of candy) are left over. Dena is coming up with a plan to distribute the candy to kids during different events Memorial Day, fishing derby, 4- July. Fishing Derby, Rubber Duck Race, Awards Ceremony and Pot Luck Picnic all on 9-June. Fishing starts at 8:30 to 11:30, duck race immediately following and then awards ceremony.

OLD/ONGOING Business:

1. Main Gate Guard Shack, Bath House – Bath House needs an overhaul. Since Lake clean-up is priority, PLE will continue to make the bath house work as is and guard shack project is on hold.
2. Mailbox Project: We have prices from utility company. Mike will donate a service. Mike has some donations lined up from Chic hardware.
3. POW WEB – Very low priority. We will remove from old business for now.
4. Arbors for Boat Docks – Mike will stop by Warrenton Steel and check on project. Patrick Crites' email regarding boat dock and arbor estimate is very confusing. Bob Menzel will call Tiger Docks and get a better understanding of the dock bid. Association member stated the new docks are sitting on 16 inch flotation, whereas the original docks are on 12" flotation. Association member stated that Patrick Crites should not be allowed to spend any of PLE's money for any project. Bob Menzel makes a motion to remove financial decisions and job duties from Patrick Crites regarding docks and arbors. Motion is seconded and carried by unanimous vote.

New Business:

1. Request for additional gate cards: Lot owner needs to fill out a form. Form requires name/relation of gate card holder. Gate cards are \$10 each.
2. How is the board addressing gate cards, assessment payments etc. - Patrick Crites requested this to be on the agenda. The board members and lot owner volunteers are working overtime to keep the PLE business current.
3. Audit - When books are corrected – audit can take place.
4. Stream Team Project – John McCorkell reports last Saturday we did an introductory class on water sampling/water quality. Stream will send someone out to help PLE get qualified for the testing. This effort is very good education for kids.
5. Lateral File Cabinet – Dan – looking into options for fire proof lateral file cabinets.

6. Lot Owner Information Update Sheets – compiling a sheet to collect lot owner's information – phone #, mobile phone #, lot number, address etc.
7. Lot Owner Information Check-list for Files – working on checklist for information required for every lot owner's file.

Open Forum:

1. Bob Menzel requests board allow guest camper be allowed for his nephew. The camper acts as a service vehicle for his nephew. Dan makes a motion to allow the guest camper in the PLE camp grounds. Pam seconds motion to allow guest camper for one time use only (8, 9, and 10 of June). Motion carried by unanimous vote.
2. Ron Schiaffo wants to know if there are bid procedures for PLE projects. Is there a written scope of work for bid? PLE – yes there is a process, example provided – mowing bid. Ron volunteered to perhaps be in charge of the bidding process.
3. Dan has been asked by University Of Missouri, Children's Hospital to be a Family Advocate Network (FAN) for the whole state of Missouri. Because of the boating accident last year, PLE has been picked to host the Emergency Medical Awareness day 26-May. A Staff of Life helicopter will be landing. PLE will have to decide where helicopter will land. A specially equipped pediatric ambulance will be present.

Meeting adjourned at 11:00 a.m. Minutes submitted by Bob Menzel