



### **Board Minutes – June 19, 2023**

Meeting was called to order at 7:02 pm by President Trillhaase. Board members in attendance; Dan Lennon, Luke Emde, Deb Rusin, Mickey Emde, Tom Casey, Donna Sattler and Nancy Burton.

**Approval of Minutes** – A motion to approve the May 15, 2023 was made by Donna Sattler and seconded by Dan Lennon. Discussion: Deb Rusin clarified that the audit firm in the minutes was misspelled, it should be Kaien. Motion approved.

Communications Team Update – Nancy Burton informed Board members that they are currently working on the July Newsletter with the goal of having Loch Captains distributing it prior to the July 4<sup>th</sup> holiday. The newsletter will include LLPOA updates along with information on Loch Fest.

**Treasurer's Report** – Deb Rusin, presented her report. The LLPOA annual report was filed by KSN. She informed the Board that Kaien Assurance who completed last year's audit could not guarantee they could complete the audit by August 15. They are understaffed and moving away from the HOA market. She stated that the Board will need to continue to search for a new audit firm.

Erich Schwenk, The Pineapple Brand has been working with her on figuring out how to accept credit card payments through Zettle. June is the transition month between Mperial and The Pineapple Brand. She and Angela Trillhaase are addressing some bank account matters which include securing a debit card for LLPOA. Tom Casey, asked if the budget reports could include a list of expenditures each month.

#### **Resident Comments –**

- Lauren Bunk brought to the Board's attention that lifeguards were asking patrons to clear the water at 5:30 pm, so they could begin their closing procedures. It was the understanding that these procedures take 30 minutes to complete and no one could be swimming at this time which the resident understood. However, it was noticed that guards were seen walking out the gate by 5:40 pm on more than one occasion during the week.
- Clarification was requested on how many guards should be up in the chairs when there are swimmers in both the shallow and deep ends. It was stated that there have been times when 3 guards are working and only 1 guard is up in the chair when there are swimmers in both the areas.
- Jenny Gabgler asked if an additional sign was requested outlining the No Dog Policy at South Beach. Residents have commented that there have been dogs after hours at South Beach. Board members reminded everyone that North Beach is dog friendly. Due to the Illinois Department of Public Health standards dogs are not allowed at South Beach.

The Board thanked the residents for bringing these matters to their attention. Becca Merkau, will be addressing the issues with the lifeguards at the weekly meeting on Wednesday.

## **Administrative Report –**

Becca Merkau, LLPOA Administrator – stated that 9 guards have been hired for the summer. Guards will be having weekly meetings on Wednesday. The beach has been closed for 4 ½ days due to cooler weather this month so far. The beach will not open during the week if temperatures are below 70 degrees and on weekends if the temperature drops below 65 degrees. The guards are working on new signs for the signs boards. Tom Casey, requested to remind the guards that the ropes on the raft need to be in place each night to prevent geese from going on the raft. He also stated that the guards should not be changing the items on the checklist. Becca Merkau stated that the guards have been putting the ropes up but teens have been at the beach after hours and have taken them down. Tom Casey asked if she could get a report from MGM which would indicate what key card was used to enter the beach.

Erich Schwenk, The Pineapple Brand Co. - informed the Board that he is working with Mperial and the first data transfer occurred on June 9. The second transfer will occur after July 5. Not all the data is “import ready” so it will take some additional steps to make it useable. He stated that he contacted Buildium sales team and has been able to remove certain items from their program that LLPOA does not need. In addition, he stated that he was able to negotiate a discount rate for the first year. Total savings costs to LLPOA will be \$3098.

He also stated that from a management perspective it would be beneficial to have an electronic platform for time tracking and scheduling for lifeguards. The guards have also recommended this option. He stated that he has found a cost effective platform that can be used for 5 months only each year. The program is Zoho Shift and Payroll, approximate cost is \$355. The consensus of the Board was to move forward with the purchase of the software program.

Erich Schwenk informed the Board that he has updated the real estate transfer closing package document to make it simple to read and understand. In addition, the picnic reservation form needs to be updated. Since LLPOA is no longer charging the \$25 deposit fee, he recommended the Board consider changing the form to an event form, stating the rules of events, including the type of events not allowed. The form would also include a hold-harmless clause and a release of liability.

The Board discussed the draft letter from Erich Schwenk that will be going out to all residents regarding the change to the Pineapple Brand Company. Angela Trillhaase asked all board members to review the letter and let her know by Friday, June 23 if they had any changes.

**Lake Management** – Tom Casey, presented his report. He stated that the Committee members will be finishing the Eagle Scout sign project for south and north beach. The scout who started the project is no longer involved in it since he let his time frame lapse for completing the project. The native plant buffer strip at South Beach and the 4 floating islands have been planted and the islands have been deployed on the lake. A very generous resident donated all the plants in memory of her mother, a long time Loch Lomond resident and former LLPOA Board member. Thank you to Chris Baker and Sarah Christ for coordinating these projects. Rain gardens are being discussed and how they could benefit our lake. The Committee is seeking ideas on how to educate our residents on rain gardens and promote their adoption.

Secchi readings for May are showing an improvement from the beginning of the month to the end of the month which is a good sign for our lake water quality. The secchi team will be adding readings by the 4 floating islands as one way to measure their effectiveness. Another application of biodredge material will be done this month to help reduce our lake’s soft silt layer. Volunteers will be utilized in the spreading of the material, which will save LLPOA \$1,500. In addition, over 20 lakefront homeowners have purchased the same material to spread near their piers and shorelines. The Lake Management Summer Kickoff event was very successful with over 75 people attending. Activities included kayak lessons, fishing lessons for kids, kid’s activities, planting of

islands, live music and good food. Thank you to all who volunteered and a special thank you to Bill's Pizza for donating the pizza.

The Committee is beginning to discuss projects for 2024. Aerators and bank stabilizations were on the top of the list. Committee members will be reaching out to the Mundelein Park District and Village of Mundelein to see where LLPOA can collaborate on inlet stabilization. The next Committee meeting is scheduled for July 11, 7:00 pm at South Beach, rain location will be the Fire Department.

**Dam, Path and Spillway** – Dan Lennon presented his report. He stated that he has received 4 proposals for seal coating the path. Two companies also suggested repairing the asphalt in front of the dam gate. Highland Sealcoating had the lowest proposal at \$1,000 for seal coating and \$2,800 for the repair work. The Board discussed the proposals and decided that this work could be postponed until next year when it can be included in the budget.

Dan also brought to the Board's attention that he has found out that the landscapers have been mowing the property that IDOT owns in the spillway area. Tom Casey stated that this is something that will need to be addressed with the landscapers.

**Boat Report** – Luke Emde presented his report. Boating season is in full swing and it's nice to see so many people enjoying the lake. A reminder to all residents that all sticker applications can be found on the Loch Lomond website under the document section. If you have paid and not received a boat sticker, storage sticker, or electric powered sticker please reach out Luke Emde. Boat storage at North beach is currently full at the moment so no requests to store a boat will be honored for North beach at this time. South Beach has plenty of storage room available for residents looking to store a kayak, row boat, or canoe. There are no more paddle boat spots available. If you have a boat stored at either beach, PLEASE, attach your current 2023 boat stickers. Inventory has been completed and there are numerous boats that have paid for 2023 stickers and storage that have not been attached. Notices for delinquent boats will be emailed to residents the week of July 1st.

He informed the Board that he received a complaint from a resident that a storage spot they have had for over 20 years was taken by someone else while they were out enjoying the lake. They did find a different spot for their paddle boat but it is much further away than their old spot. This is the first time in 8 years that a complaint of this nature has been received. The Board discussed the fact that spots are on a first come, first basis and not assigned. It may be that the boat owner who took the spot was new to the lake. Luke Emde stated that he would contact the individual who took the spot and discuss the situation.

Important reminders for the 2023 season:

- Any and all boats entering Loch Lomond MUST be registered with the association and display current up to date boating stickers. This includes lake front property owners.
- All electric powered watercraft require an application, permit, and additional sticker prior to entering the lake. No exceptions!
- Any boats stored at North or South Beach requires a yearly storage sticker along with a yearly boat sticker. Any boat that does not have an up to date LLPOA sticker is subject to removal.

**North Beach** - Mickey Emde presented her report. She stated that if you have visited North Beach you are probably noticing some of the shoreline vegetation has been allowed to fill in and some has been left open. The purpose of this natural border area is to provide a buffer strip at the shoreline. We are working to increase the size of the natural area along the lakeshore. In the simplest sense, a shoreline buffer is a vegetative zone along the shoreline of a river or lake. We have a well-established buffer of native plants outside of the gates along the road and the inlet to the lake. The presence of plants along the shore buffers protects the lake by keeping erosion at bay and by filtering contaminated water and/or excessive nutrients that would otherwise enter the lake. We work with our landscapers to provide a pleasant environment while nurturing native areas. Our native plants hold the soil and bloom even in this drought.

**South Beach** - No report. South Beach items were discussed under the Administrative report.

**Events** – Donna Sattler presented her report. She stated that Loch Fest planning is in full swing. She thanked Sarah Christ for all her hard work and efforts in planning this event. Sponsorship has surpassed last year. To date, there are 84 sponsors. Banners are up and flyers are being finalized this week. Volunteers are off to a great start. Food will be provided by Prime Beef, 2 options Carnitas with taco fixing and rice and beans as well as buns and bbq sauce. The pork will come shredded and ready to serve. We have finalized a local corn distributor. We will have hot dogs, brats, pasta salad and chips, cookies and fruit. Individuals will need to bring their own beverages to the event. This year we will not be providing bottled water. The day will be filled with many events for kids and adults.

Three local small businesses will be selling Loch Fest items and apparel at the event. Jen Made Goods will be selling apparel with her heat press on site during Loch Fest. Out of this World Tee is taking orders for hats and can coolers. Art by Ashlie will have wood items such as key chains and ornaments. The Committee would like to see the Board have an “Ask the Board Booth” with a suggestion box. Board members can explain why attending Board meetings and Annual Meeting are important. In addition, a Loch Lomond history table is being looked at.

It is anticipated that the event budget will be just under \$8,000 and the Committee is recommending the fee stay the same as last year, \$5.

## **Old Business**

*Board Member Position Michael Strachn* – Angela Trillhaase explained to Mr. Strach that in reviewing the board appointment process, it was necessary to have 5 yes votes from the current board members. Mr. Strachn expressed his interest in the position to the Board and has lived in Loch Lomond for over 30 years. A motion to approve the appointment of Michael Strachn as a board member was made by Angela Trillhaase, seconded by Mickey Emde. Motion approved.

*Native Garden Stewardship Contract* – Mickey Emde informed the Board that it will not be necessary to approve any additional contract. The existing contract calls for 4 site visits which should be enough. If additional visits are needed we can do it on a case by case basis.

*Purchasing Policy* – Nancy Burton presented the policy which outlines that the Board must approve all purchases exceeding \$1,000 even if the expense has been allocated in the annual budget. Committee Chairs will be responsible for providing funding recommendations to the Board for approval. A motion was made by Luke Emde to approve the Purchasing Policy and seconded by Donna Sattler. Motion approved.

*Loch Fest Pricing* – Donna Sattler recommended to the Board that the pricing for Loch Fest remain the same as last year, \$5 per person / children 3 and under free. The consensus of the Board was to not change the fee.

*Clarification of LLPOA & Loch Life Events* – Tom Casey and Luke Emde discussed with the Board the recap of their meeting. The main reason that LLPOA sponsors events is to increase resident engagement. The reasons why LLPOA would need to turn down an event would include; liability and legal concerns, violates rules and declaration or insurance policy requirements, cost to hold the event. The goal is to move over the non LLPOA events if they meet all the requirements. Some of the most important restrictions include no outside groups such as church groups, sports teams, and company outings because of insurance restrictions. Also, we cannot allow the transaction of funds or monies at picnics, LLPOA events, or on any association property except for the association. Events being considered but still reviewing insurance criteria would be; Winter Fest, Fall Fest, Trunk or Treat, Karaoke at South Beach. The goal would be to develop a calendar of events by November so the Board can approve all events at that time for the year. Any additional events added throughout the year would need Board approval. Luke Emde will be developing a checklist that will aid in determining if LLPOA can sponsor the event or not. All communications will go through the Communications Committee.

### **New Business**

*South Beach Swimming Area Raft Posts* – Angela Trillhaase asked if cones could be put on the raft posts that are sticking out of water at South Beach or could they be painted orange. Dan Lennon will look into seeing what can be done or if a PVC pipe and cap can be fitted over the pipes. It was pointed out that the posts are in concrete and very difficult to remove. The dredging company that LLPOA used in the past indicated that they did not have the necessary equipment to remove the posts.

*Seal Coating Bids* – The Board chose to postpone the project until next year.

*McCloud Aquatics* – A motion was made by Tom Casey to purchase biodredge material at a cost of \$10,500 from McCloud Aquatic and seconded by Donna Sattler. Discussion: Donna Sattler clarified that \$4,950 of this purchase would be reimbursed by homeowners. Motion approved.

*South Beach Swim Area* – A motion was made by Tom Casey to approve the purchase of retractable fencing at a cost of \$2,400 and seconded by Nancy Burton. Discussion: Tom Casey and Luke Emde discussed which budget the fencing was coming out of. It was agreed upon that costs would be split between Lake Management and South Beach.

*Event Notification and Promotion Standards* – Angela Trillhaase stated that she felt it was important that all LLPOA has some set of standards to follow when any information goes out. It is important to protect our brand. The LLPOA logo should be included on everything.

*Annual Meeting Date* – Nancy Burton recommended to the Board that the annual meeting being held on Sunday, November 12, 2023. The consensus of the Board agreed with this date. She also stated that the Board will need to approve next year's budget by the September board meeting.

### **Resident Comments –**

- Kate Wright stated that there were several geese on the berm by the damn and spillway. She also stated that the upkeep of the property which LLPOA owns by her house continues to be an issue. She has asked for help many times in regards to cleaning up the area and has received little assistance from LLPOA. Dan Lennon stated that he will look into the situation and update the Board on the matter.
- Michael Strachn thought that it may not be a good idea to not have any water to drink at Loch Fest. The kids may forget their water bottles and won't have anything to drink.
- Mary Ellen Casey – Thanked Mickey Emde for securing the large gate at North Beach. She also stated that it may be beneficial if when there are two picnic requests on the same day that the resident are made aware of this to prevent any issues in regards to what spaces they can use.

At 9:41 pm Luke Emde made a motion to go into Executive Session, seconded by Deb Rusin. Motion approved.

At 10:05 pm Donna Sattler made a motion come out of Executive Session and adjourn the meeting, seconded by Mickey Emde. Motion approved.