**CAMELOT ROUND TABLE ASSOCAITION, INC.**

**February 20, 2019**

**Board Meeting Minutes**

**(Unapproved)**

**Confirmation of Quorum** – Chris Mackesy confirmed a Quorum was present.

**Call to Order** – Chris Mackesy called the meeting to order at 6:34 p.m. Board Members Present: Chris Mackesy, Adam Gillies, Jeff Dunn, Paul Weghorst, Dennis Ryza, Keith Lang, Terese Burdette, Ryan Millinger. Members Absent: Shaun Howard.

**Approval of Board Minutes** – Motion was made by Adam Gilles and seconded by Terese Burdette, to approve the Minutes from the January 16, 2019 Board Meeting as amended. Motion passed.

**Finance Report** – Terese Burdette discussed the Finance Report. Terese advised that ACM is still converting the financial files over to its system and as a result there is no financial report to be provided this month. It is Terese’s intention to present the February and March financial reports at the upcoming Board Meeting once the documents are available.

**Recognition of Members and Guests** – The original roster of members in attendance is available at the RTA Office.

 **Committee Reports**

1. ILRPC – Report provided by Paul Weghorst. Paul discussed that the Infrastructure Committee is looking to recruit new members. Further, the committee is looking into the possibility of observing and recording information regarding the cracks in the concrete of the new swimming pool. Motion made by Paul Weghorst and seconded by Adam Gillies to hire an architect/structural engineer, at a cost not to exceed the sum of $2,500.00, to review the pool cracks. Vote taken and Motion failed. Motion made by Paul Weghorst and seconded by Ryan Millinger to allow the ILRPC to document the pool cracks. Motion passed.
2. Land and Lakes – Report provided by Dennis Ryza. Dennis reported that the main focus of the Committee’s monthly meeting was on the issue of shoreline stabilization. The Committee believes it is best to hire an independent company to decide which shorelines need stabilized as part of the process. At this point in time, the Committee is recommending the independent company be Hank Sutton’s company. Motion made by Dennis Ryza and seconded by Terese Burdette to hire Hank Sutton to determine which shorelines need stabilized, and if a community member disagrees with Mr. Sutton’s determination, then said lot owner must bring another evaluation from someone with comparable qualifications to Mr. Sutton in contradiction to Mr. Sutton’s determination. Vote taken. Motion passed.
3. Health and Environment – No Report
4. Fundraising – Report provided by Terese Burdette. Terese advised that the fundraising endeavors with Papa Murphy’s pizza and Avanti’s have been put on hold due to a lack of participation from the community.
5. Swimming Pool Committee – Request for funds to place Job Wanted Ads for Pool Manager/Lifeguards – Report provided by Keith Lang. Keith advised that the RTA needs to get the information out to the public with regard to the open job opportunities for an Aquatics Manager and lifeguards for the upcoming pool season. Motion made by Keith Lang, seconded by Paul Weghorst, to approve funds in the amount of $250.00, to place employment ads and promotions for pool positions. Motion passed. The Pool Committee also is recommending the use of EZFacility for our pool management software at the new swimming pool. Keith Lang made a motion seconded by Dennis Ryza to use EZFacility for our pool management software for a 1 season trial period at the cost of $164.00 per month for six months (April to September), purchase a bar code reader for $35.00, purchase a laptop to run the software not to exceed $500.00, and to purchase 1,000 code tags at a cost of $582.00. Vote taken. Motion passed.
6. Security Report – Report provided by Daryl Johnson. Daryl indicated that Michele Smith worked 24.25 hours last month, and he noted the specific incidents that Michele handled during that time.

**Club Reports**

1. Activities Club – Report provided by Evelyn Ryza. Evelyn reported that the junior high dances are in desperate need of parents to chaperone the dances or there is going to be no choice but to cancel the upcoming dances. Also, the Club is looking to hire a new DJ for the dances as the current DJ advised the price is increasing to $150.00 per dance, which is more than the Club can afford to pay. The upcoming Paint Night has been cancelled due to a conflict with the instructor. The next event for the Club will be egg stuffing for the annual Easter egg hunt. Volunteers will be needed for the egg stuffing. The Club is going to look into putting together a questionnaire to be sent to the community seeking input on what activities the community members like or changes that could be made to current activities.
2. Sportsman’s Club – Report provided by Ryan Millinger and Scott Pedigo. They reported there was a lower than expected turnout for the annual Ice Fishing Tournament. The Club expected about 300 participants and had approximately 210 participants. At this time, the Club is not able to report as to the funds raised yet as final calculations still need to be completed. However, the tournament was a positive event overall. The tackle swap was also a success. The next major event for the Sportsman’s Club is the annual fish fry, which will be on May 4, 2019. There was a question raised about a complaint received by the Board regarding an ice eater/aerator being run on the Upper Lake that impacted the formation of ice on the lake causing some concern to ice fisherman regarding the safety of the ice surrounding this lot owner’s aerator due to open water. No action was taken by the Board at this time on the issue of the aerator and same is being looked into further.

**ECC Recommendations** – Discussion on the pending ECC Applications held.

1. Lot 481 (Spenny) – Motion made by Adam Gillies, seconded by Ryan Millinger, to approve the ECC Application. Motion Passed. Lot owners are responsible to obtain all necessary county permits prior to initiating the desired work.

**Old Business**

1. New Swimming Pool Update – Report provided by Chris Mackesy. Chris indicated that construction is on hold pending a break in the weather. Further, the contractor is in the process of obtaining a new subcontractor to install the fencing around the pool due to the death of the prior fencing subcontractor. Discussion on Payment Request #10 for Peoria Metro Construction. Motion made by Terese Burdette and seconded by Adam Gillies to withhold payment on Invoice #10 in the sum of $7,695.95 until confirmation has been received from the contractor regarding Line Items #12 and #23 regarding an itemization showing the stairs and pedestal expenses have been removed, and upon confirmation, payment on said Invoice may be made. Motion passed.
2. ACM Management Update – Report provided by Daryl Johnson. Daryl reported that ACM has sent out the Annual Dues letters to community members. Daryl had received 27 letters returned to sender. Daryl has been in contact with all but one of those 27 members regarding the letters. Dennis Ryza raised concerns with regard to ACM’s late sending of the letters and the specific language in the communication letters, and the lack of a monthly pool invoice being sent to members paying the pool assessment on a monthly basis. Motion made by Dennis Ryza and seconded by Adam Gillies that community members on the monthly pool assessment payment plan are sent a monthly invoice or coupon book indicating that their payments are due on the 15th of each month and the invoices may be sent for multiple months in advance. Motion passed.

1. Ombudsman Act compliance discussion – Chris Mackesy advised that he had spoken with the RTA attorney, William Connor, on the issue of the Ombudsman Act Policy. Chris indicated that he will follow up with the attorney to update the policy template in possession of the Board. No action taken on this matter and issue tabled until next month.
2. Approval of $170.00 Expenditure for Christmas Light contest winners ($50, $25, $10)x2) – Motion made by Ryan Millinger and seconded by Keith Lang to approve the expenditure of $170.00 for the Christmas Light contest winner’s awards. Motion passed.

**New Business**

1. Mowing Contract Proposal – Item tabled until March 2019 regular meeting as Contract just received without time to adequately review same prior to February 20, 2019 meeting.
2. Baseball Sign-ups – 2019 Registration is open now through March 15, 2019. Forms can be printed off of the LC Website or LC Facebook Page from a post by myself, or forms may be obtained from the LC Office. Forms can be returned to Baseball Program Director, Jeff Dunn at 9910 Buckhaven Ct., Mapleton, Illinois 61547 or delivered to the RTA Office during regular business hours. Forms need to be turned in by March 15, 2019.
3. Discussion on creating Ad Hoc Committee for 4th of July Celebration and Motion requested for Board to match $1,000 offered by Sportsman’s Club for entertainment. – Discussion held regarding the Sportsman’s Club and the Activities Club being willing to each pay $1,000.00 instead of the usual $500.00 toward the musical entertainment for the 4th of July Celebration in 2019 due to it being the 50th anniversary for the community. Motion made by Adam Gillies seconded by Ryan Millinger for the RTA to contribute up to $1,000.00 to match that of the Sportsman’s Club and Activities Club contributions toward the musical entertainment for the 4th of July Celebration in 2019. Motion passed.
4. Discussion on what is limit for purchases without needing Board approval – Discussion held regarding prior Board Minutes on the issue of purchase price limits for the General Manager without Board approval being obtained first. Motion made by Adam Gillies seconded by Ryan Millinger to allow purchases up to the sum of $1,000.00 to be made by the RTA General Manager without first obtaining the Board’s approval. Motion passed.
5. Discussion on upcoming need to refinish floors in the Clubhouse – Issue of Clubhouse floors is being tabled by the Board and referred to the Infrastructure Committee for review.
6. Discussion on allowing set up of auto-pay for Illinois American Water and Ameren. Discussion held by the Board. It was advised that ACM was requesting the auto pay be set up for the community’s utility payments. Motion made by Adam Gillies and seconded by Terese Burdette to setup RTA’s utility payments on auto pay each month. Motion passed. Daryl Johnson advised that he still intends to keep an eye on the monthly utility statements in case of any irregularities.
7. Approval to pay revised $408.13 invoice for Legal Fees from William C. Connor – Discussion held that the prior invoice received from William C. Connor was approximately $1,100.00, and said invoice had been reduced to the sum of $408.13 saving the community approximately $700.00. Motion made by Adam Gillies seconded by Ryan Millinger to pay the sum of $408.13 to William C. Connor for RTA legal fees. Motion passed.
8. Request of Lot 271/272 to remove 2018 Rental Fee and Late fee with daughter now on deed – Discussion held by the Board on community member’s request. Motion made by Adam Gillies, seconded by Terese Burdette to deny the request to waive the 2018 Rental Fee/Late Fee on Lot 271/272. Motion passed. Motion made by Terese Burdette and seconded by Adam Gillies to waive the 2019 Rental Fees for Lot 271/272. Motion passed.
9. Aquatic Management Agreement – Request to approve Contract for 2019. Discussion held on proposed Contract. It was discussed that now that the community has viable access to the Upper Lake Silt Pond, that should be added to the lake treat plan. Motion made by Adam Gillies seconded by Ryan Millinger to approve the Aquatic Management Agreement for 2019 with the addition of the Upper Lake Silt Pond to the Contract. Motion passed.
10. Clarification by Board as to when interest is charged on late dues assessments: Discussion held regarding interest charges accruing on late payments owed to the RTA. Motion made by Adam Gillies and seconded by Terese Burdette that interest charges are to start on the first day after the “late” date at the rate of 9% per year. Motion passed.
11. Request for Motion allowing Glasford Bank to provide GM information when requested – Motion made by Terese Burdette seconded by Adam Gillies to allow Glasford Bank to provide financial information associated with the RTA accounts to the RTA General Manager upon request. Motion passed.
12. Motion to allow continued fundraising efforts in regards to Papa Murphy’s and Avanti’s – Discussion held that the companies themselves are discontinuing the fundraising efforts in the community on their own accord due to lack of community participation. No action taken.
13. Request from owners selling lots 555/556, to remove all documents related to construction of a garden and surrounding garden barricade from file maintained in office – Discussion held with regard to community members request herein. The community members were requesting that all documentation regarding the previously approved ECC Application be removed from the member’s file in the RTA Office. It was advised that the structure requested in the previously approved ECC Application was actually constructed and then removed from the property by the community member. The community member is now looking to sell the property and wants the documentation removed their file in the office. Motion made by Adam Gillies and seconded by Ryan Millinger to deny the request by Lot 555/556 to remove the ECC documents in the Lot’s file at the RTA Office. Motion passed.
14. Request motion for GM to take Certified Pool Operator Course 4/2/19 – 4/3/19 at cost of $345.00 – Motion made by Adam Gillies seconded by Dennis Ryza to allow RTA General Manager to take the Certified Pool Operator Course and to pay the sum of $345.00 for GM to take said course. Motion passed.
15. Issue with Contiguous Status, Dues, and Assessments for Lot 900/901 – Discussion held with regard to an issue that was discovered in the transfer of documents to ACM. Specifically, the issue is that Lot 900/901 was granted continuous status years ago even though there was no dwelling located on the two lots. There was discussion that the owners prior to the current owners of Lot 900/901 had plans to build on said lots and that is why they were granted contiguous status. Regardless, the current owners of Lot 900/901 received Invoices for separate dues for both Lot 900 and Lot 901 individually due to the contiguous status being granted in error by a prior Board. Current owners of Lot 900/901 were requesting the Board address the individual invoicing of Lot 900 and 901 considering their property had been granted contiguous status before they purchased the property. Discussion held by Board and community members present on this issue. Motion made by Adam Gillies and seconded by Paul Weghorst that Lot 900/901 remain in contiguous status and are grandfathered in; that the separate annual dues charged for Lots 900/901 are waived and only charged one annual dues; and the contiguous status shall remain in effect until the property is sold wherein the contiguous status shall cease upon sale if no dwelling exists on said lots. Motion passed.

**Executive Session** – Motion by Adam Gillies and seconded by Paul Weghorst to go into Executive Session to discuss personnel issues and legal issues at 9:35 p.m. Motion Passed. Motion by Dennis Ryza, seconded by Adam Gillies to come out of Executive Session at 10:42 p.m. Motion Passed.

**Action Resulting from Executive Session**

Motion made by Jeff Dunn, seconded by Adam Gillies, to waive the $25.00 late fee and the $2.25 interest charge due to incorrect billing on Lots: 065, 364/365, 768, 851, 780, and 723/0012 Motion passed.

Motion made by Jeff Dunn, seconded by Adam Gillies, to waive the rental fee for 2019 for Lot 586/583 due to being owner occupied in 2018. Motion passed.

**Adjournment** – Motion made by Adam Gillies, seconded by Ryan Millinger to adjourn meeting at 10:45 p.m. Motion passed. Meeting adjourned.

Drafted by:

Jeffrey M. Dunn, Secretary