

Collings Lakes Civic Association

General Meeting Minutes

Monday, January 4, 2021

Call to Order

The meeting was called to order by President, Kyle Smith, at 7:00 p.m. He asked all in attendance to join the Board in reciting the *Pledge of Allegiance* to the Flag. It was noted that, due to COVID-19, this meeting was held via Zoom.

Roll Call of Officers & Committee Chairpersons

President Kyle Smith addressed the roll call with the following Board Members being present: Kyle Smith, President; Stephen Naegle, 1st Vice President; Nick Ninfa, Trustee; and Tom Veneziale, 2nd Vice President; April Schauer, Secretary; and Donna Sutts. Steve Slimm, Treasurer, was not in attendance.

Kyle explained to those who had not attended the virtual Reorganizational Meeting that was held immediately before this meeting at 6:30 p.m. that he had been re-elected as President; Stephen Naegele as 1st Vice President; Tom Veneziale as 2nd Vice President; Steve Slimm as Treasurer, an April Schauer as Secretary. He also noted that Josh Anderson was appointed as Dams Committee Chairperson; Ashley D as Grounds Committee Chairperson; and Kathryn Nodolsky as Welcome Committee Chairperson. Board Member Donna Sutts will serve as the Fundraising Committee Chairperson as this position involves Association funds.

Reading of Minutes from last meeting

Board Secretary April Schauer read the December 7, 2020 Meeting Minutes. President Kyle Smith asked the Board if there were any comments, questions, or corrections, to which there were one clarifying that the Cozies that Rachel had offered were previously purchased by the Association and 100% of the profits would go to CLCA. Tom Veneziale made a motion to accept the Minutes of December 7, 2020, and Donna Sutts seconded. All Board Members present were in favor to approve the Minutes.

Accounts Receivable Report

The Accounts Receivable Report was presented by Tom Veneziale who stated, through December 31, 2020, the account balances are as follows:

Late Fees	\$1,543.15
Legal Fees Collected	\$3,026.78
2020 Special Assessment	\$167.79
New Resident Set-Up Fee	\$200.00
Association Fee	\$778.16
Tier 2 Association Fee	\$15,151.60
Tier 3 Association Fee	\$2,297.03
Tier 1 Association Fee	\$3,727.73
Tier 1 Dam Fee	\$12,401.25
Tier 2 Dam Fee	\$48,972.04
Tier 3 Dam Fee	\$7,735.30

Other Income:

Interest Income	\$136.84
Refund (Verizon)	<u>\$101.00</u>
TOTAL INCOME	\$97,238.67

Kyle Smith called for a motion to accept the Accounts Receivable Report. April Schauer made a motion to approve the Report, and Nick Ninfa seconded. All Board Members were in favor.

Treasurer's Report/ Bills for Approval

As Steve Slimm was not present, Lynn Veneziaie stated that the following bills were paid during the month of December 2020:

Bonnie Slimm	\$45.05	Trash bags for beach clean-up
Giordano's	\$595.70	Dumpster for beach clean-up
Hill Wallack	\$19,754.69	Legal Fees/Collections
Kyle Smith	\$15.98	Zoom Meeting Fees
Lynn Veneziaie	\$34.99	Lock for Dam
	\$1,000.00	Bookkeeper Fee
Pennoni Associates	\$5,332.10	Engineering Fee/Dam
TD Bank	\$640.42	Returned Check Fee
	<u>\$20.00</u>	Returned Check Fee
TOTAL	\$26,789.41	

Lynn also presented the Treasurer's Report through December 30, 2020. The account balances were as follows:

Checking Account	\$69,911.65
Games of Chance	\$1,845.43
Money Market	\$44,530.37
Dams	<u>\$653,112.65</u>
ACCOUNTS' TOTAL	\$769,400.10

Lynn also reported for 2019 and 2020 that 401 people have been sent to the Collections Attorney; there are 199 open files; 202 people have paid in full and have closed files; and there have been 87 on payment plans of which 44 are open and 43 are closed. Currently, \$337,558.91 is what is owed to CLCA in outstanding debt; \$388,718.21 has been paid out in legal fees, and \$443,961.14 has been collected by the Collections Attorney. Additionally, Lynn stated that there have been 199 Liens, 29 Money Judgments, 28 Default Money Judgments, 9 Wage Executions (1 paid in full and another is on hold as we are next in line as this property owner already has other wage garnishments), 22 Notices of Intent to Foreclose letters which has resulted in two complete payoffs, and 14 Notices of Intent to Foreclose Complaints which has resulted in one full payoff. Lastly, Lynn sated that by notifying lien holders that there is a lien placed on the property, it has resulted in \$40,568.84 having been collected from the mortgage companies.

Kyle Smith called for a motion to accept the Treasurer's Report. April Schauer made the motion, and Donna Sutts seconded. All present were in favor.

Dams Update

Beth Grasso from Pennoni Associates was present for a portion of the meeting and that a new schedule has been received from RD Zeuli. She also stated that regular inspections are taking place, the surveyor will be on site on Tuesday, January 5, 2021 to set the control points, the sheeting is on site, and the project should be concluding at the end of March, which is the 16-week point. Beth also offered that the shop drawings have been approved, and she will be onsite to take photographs and observe the progress. The spillway will be starting shortly, and physical progress should be seen.

Steve from RD Zeuli was also present for a portion of the meeting and provided an update. He agreed with everything shared by Beth and offered that within the next three weeks, the sheeting will be completed, the piles will be placed inside and then the concrete top. He stated that by the end of January, we should be able to see what the dam will look like.

Committee Reports

Dams

Committee Chair Josh Anderson was not present; no report was given.

Grounds

Committee Chair Ashley Diguglielmo was not in attendance. No report was made.

Welcome Committee

Committee Chair Katherine Nodolski stated that she is anxiously awaiting a list of new owners because she wants to get to work and meet them.

Fundraising

Committee Chair Donna Sutts has no report to offer; however, Lynn Venezia stated that earlier today a check for \$56.00 was received from the Boscov's fundraiser.

President's Report

Kyle Smith first wished everyone a happy, healthy 2021. He stated that with the work and progress going on at the dams that it very important that people stay away from this work site. He encouraged everyone to share this with their neighbors as we do not want anything slowing this project down. Kyle also congratulated Nick on serving on the Board and thanked the other Board Members for their work.

Communications

None.

Old Business

No Old Business to report.

New Business

Lynn Venezia asked if something could be added to the website to show that any credit card payments would be charged a 3.5% fee plus a \$0.30 processing fee. Kyle asked Stephen Naegele to add this information.

Lynn also offered that with regards to assessment payment plans she uses her discretion as different people receive money at different times of the month, so if the money is received by the last day of the month, she sees no problem.

Trustee Reports

- Stephen Naegele stated all the 2021 meeting dates have been added to the website.
- Nick Ninfa had nothing to report.
- Tom Venezia had nothing to report. Kyle Smith asked him if the lighting at the basketball courts has been fixed, to which Tom said it had not. Lynn stated that the poles have been painted; however, the rims still needed to be painted and new nets are needed. Lynn also stated that the court lines are faded.
- April Schauer had nothing to report.
- Donna Sutts had nothing to report regarding CLCA; however, she stated that the local COVID-19 numbers are on the rise and higher than ever.

Open Floor to Members Questions / Comments / Issues.

One owner asked that, before the dam is done, if the swimming area could be made deeper and new sand added. Kyle stated that Steve Slimm has the equipment and is planning on cleaning it up. There were no plans to get new sand, but it may be possible.

Adjournment

President Kyle Smith stated that the next monthly meeting will take place on Monday, February 1, 2021 at 7 p.m., via Zoom. There being no further business to discuss, April Schauer made a motion to adjourn and Nick Ninfa seconded. All were in favor. The meeting was adjourned at 7:41 p.m.

6:31 PM
01/01/21
Cash Basis

Collings Lakes Civic Association
Profit & Loss
December 2020

	<u>Dec 20</u>
Ordinary Income/Expense	
Income	
LATE FEES	1,543.15
LEGAL FEES COLLECTED	4,026.78
2020 SPECIAL ASSESSMENT	167.79
NEW RESIDENT SET UP FEE	200.00
ASSOCIATION FEE	778.16
TIER 2 ASSOCIATION FEE	15,151.60
TIER 3 ASSOCIATION FEE	2,297.03
TIER 1 ASSOCIATION FEE	3,727.73
TIER 1 DAM FEE	12,401.25
TIER 2 DAM FEE	48,972.04
TIER 3 DAM FEE	7,735.30
OTHER INCOME	
INTEREST INCOME	136.84
Total OTHER INCOME	<u>136.84</u>
REFUND - VERIZON	101.00
Total Income	<u>97,238.67</u>
Gross Profit	<u>97,238.67</u>
Net Ordinary Income	<u>97,238.67</u>
Net Income	<u><u>97,238.67</u></u>

6:35 PM
01/01/21

**Collings Lakes Civic Association
Transaction List by Vendor
December 2020**

Type	Date	Num	Memo	Account	Cir	Split	Amount
Bonnie L Slimm							
Bill	12/01/2020	1583		ACCOUNTS PAY...		BEACH SUPPLIES	-45.95
Bill Pmt -Check	12/01/2020	1583		TD OPERATING ...	X	ACCOUNTS PAYABLE	-45.95
GIORDANO'S							
Bill	12/01/2020	1586		ACCOUNTS PAY...		BEACH MAINTENANCE	-595.70
Bill Pmt -Check	12/01/2020	1586		TD OPERATING ...	X	ACCOUNTS PAYABLE	-595.70
HILL WALLACK							
Bill	12/08/2020	1588		ACCOUNTS PAY...		LEGAL FEES (COLLECTION...	-19,754.69
Bill Pmt -Check	12/08/2020	1588		TD OPERATING ...	X	ACCOUNTS PAYABLE	-19,754.69
K SMITH							
Bill	12/29/2020	1590		ACCOUNTS PAY...		INTERNET - ZOOM MEETING	-15.98
Bill Pmt -Check	12/29/2020	1590		TD OPERATING ...		ACCOUNTS PAYABLE	-15.98
LYNN VENEZIALE							
Bill	12/01/2020	106		ACCOUNTS PAY...		DAM REPAIRS (MINOR)	-34.99
Bill Pmt -Check	12/01/2020	106		TD GAMES OF C...	X	ACCOUNTS PAYABLE	-34.99
Bill	12/01/2020	1585		ACCOUNTS PAY...		ACCOUNTING/BOOKKEEPI...	-1,000.00
Bill Pmt -Check	12/01/2020	1585		TD OPERATING ...	X	ACCOUNTS PAYABLE	-1,000.00
PENNONI ASSOCIATES							
Bill	12/02/2020	1587		ACCOUNTS PAY...		DAM ENGINEERING	-5,322.10
Bill Pmt -Check	12/02/2020	1587		TD OPERATING ...	X	ACCOUNTS PAYABLE	-5,322.10
TD BANK							
Bill	12/17/2020	ACH		ACCOUNTS PAY...		RETURN CHECK FEE	-640.62
Bill Pmt -Check	12/17/2020	ACH		TD OPERATING ...	X	ACCOUNTS PAYABLE	-640.62
Bill	12/17/2020	ACH		ACCOUNTS PAY...		RETURN CHECK FEE	-20.00
Bill Pmt -Check	12/17/2020	ACH		TD OPERATING ...	X	ACCOUNTS PAYABLE	-20.00

526,789.41

ACCOUNT BALANCES AS OF 12/31/20:

CHECKING:	\$69,911.65
GAMES OF CHANCE:	\$1,845.43
MONEY MARKET:	\$44,530.37
DAMS:	\$653,112.65
TOTAL:	\$769,400.10