

**Collings Lakes Civic Association
Re-Organization Meeting
Monday, January 3rd 2022**

The annual Reorganization meeting was held and called by Tier 3 Representative Donna Sutts. She asked those who were present to stand for the pledge of allegiance.

Donna Performed Roll Call. All elected members were present for the meeting.

Tier 3 Representative, Donna Sutts, called for nominations for officers:

President: Nell Woulfe nominated Donna Sutts seconded by Anna Marie. Donna Sutts Accepted the nomination. A roll call vote was performed and all were in favor. Donna Sutts was elected to the position of President.

1st Vice President: Nell Woulfe was nominated by Anna Marie, but retracted her nomination after Nell declined in hopes Steve Naegele would be our vice president. Anna Marie then nominated Steve Neagele Nell seconded that nomination.. No other nomination for 1st Vice President. Stephen Naegele accepted the nomination. A roll call vote was performed and all were in favor.

2nd Vice President: Nell Woulfe nominated by Anna Marie and Seconded by Henry Burhenne. Nell accepted the nomination. A roll call vote was performed and all were in favor.

Treasurer: Shauna Schneeman nominated Henry Burhenne, Anna Marie Seconded the nomination. Henry accepted the nomination. A roll call vote was performed and all were in favor.

Secretary: Shauna Schneeman was nominated by Annamarie LaroCCA and it was seconded by Steve Neagele. Shauna accepted the nomination. A roll call vote was performed and all were in favor.

Secretary to the Treasurer: Shauna nominated Anna Marie as Secretary to the treasurer and Steve Neagele seconded the motion. A roll call vote was performed and all were in favor.

Volunteers for Committee Representatives:

Dams Committee Representative: Henry Burhenne

Grounds: Shauna Schneeman

Welcome Committee: Nell Woulfe

Fundraising/Special Events: Anna Marie

When discussing Welcoming committee it was noted that Katherine Nodolski who has been in charge of this department was unable to visit with new members of the community in recent months due to Covid at this time numbers are spiking again so we don't foresee sending Katherine to people's homes until these numbers come down then we can put together a plan for welcoming new community members again.

All members recited their oath taking on their positions on the board for the Collings Lakes Civic Association.

At this time Donna started the conversation to discuss and vote on our legal council and accountant. She noted that she was concerned there may be a personal relationship between our legal counsel and previous secretary, Lynn, that would be a conflict of interest. Nell and Annamarie both noted they didn't have any communication with the legal council since Lynn's resignation to suggest this would be an issue, but hoped that she would remain professional in her role. Shauna came to note that since taking on some of the responsibilities that involved the legal council she didn't find there to be any issues and found working with the legal team to be professional and enjoyable.

Donna then brought up for the public to give some background to this conversation that Lynn was our previous secretary who had resigned early December 2021. She noted that technically this position would have been up on December 31st to be voted on again by the new board if we wanted to continue this route for our bookkeeping needs. She notes that prior to this resignation we would have been taking this time to vote to keep an employee on for our bookkeeping needs. She notes that at this time board member Annamarie would be taking on the bookkeeping responsibilities under her role as secretary to the treasurer.

Donna then called for a roll call vote to keep Greg Shivers as our Legal Counsel. A roll call vote was performed and all were in favor.

Donna then called a roll call vote to keep Dave Smarra as our CPA. A roll call vote was performed and all were in favor.

Donna then explained that at this time Sam Miles is our general council. She noted that we have had Sam since the original court order. Nell asked if Sam was a Gloucester County attorney; it was noted that he was indeed a Gloucester county attorney. Nell was curious about us finding an Atlantic County Attorney. At this time a roll call vote was performed to keep Sam Miles at this time until we explore looking into another attorney for the General Council. All were in favor.

Donna then asked for a roll call vote to keep Beth Grasso as our Engineer. A roll call vote was performed and all were in favor.

Donna noted at this time in the meeting that over the holidays her nephew had nothing but wonderful things to say about our engineer and contractor we have been using for the Dams projects. Donna noted this conversation made her happy as she didn't know her nephew was in a similar line of work to them and was glad his experience with them was as pleasant as ours has been so far.

At this time Donna opened up discussion for our meetings for the year. She noted that we have been doing Zoom meetings due to Covid-19. She did note that at this time in her field she knows they are urging everyone to wear N-95 masks again. Shauna came on to say that at the last meeting when going back to in person was discussed she thought we should discuss going back to in person, however due to the most recent spikes she would feel more comfortable with doing virtual meetings until Spring when hopefully cases come back down. Nell and Annamarie came on to say they agree. Annamarie suggested we can discuss doing a meeting at the first beach in the future. Henry put in a motion to discuss this again in March, all agreed on this.

Donna then adopted Robert's Rules of order and noted that Radford laws superseded our laws. She notes we will continue to adopt this and continue this process.

At this time the reorganizational meeting was motioned to be adjourned by Steve Neagle, Nell Woulfe seconded the motion. All were in favor of adjourning the meeting at 6:57pm.