

**Collings Lakes Civic Association
General Meeting Minutes
Monday, August 3, 2021**

Call to Order

The meeting was called to order by President, Kyle Smith, at 7 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; Tom Veneziale, 2nd Vice President; Donna Sutts, Trustee; and Shauna Schneeman, Secretary.

Kyle Smith opened the floor for nominations to replace the tier 1 representative position left open by Steven Slimm. No nominations were presented. Kyle then noted that the only person that reached out to him about filling the position was Nell Woulfe. Tom Veneziale nominated Nell and Donna Sutts seconded the nomination. Kyle opened the floor again for additional nominations and none were provided. A roll call vote was made and all board members were in favor. Nell was not able to attend the meeting so it was noted she will be sworn in at our September meeting.

Reading of Minutes from Last Meeting

Shauna Schneeman read the July 12, 2021 Meeting Minutes. President Kyle Smith noted that there was an incorrect name added to the notes and that the name Joanne should be Annamarie. Annamarie came on and clarified it was because that was what her name came up on zoom. Steve Naegle noted that it was Nick who read the treasurer's report as it was noted that Steve had read it and also noted the roll call seemed off. Shauna apologized as she had a lot to write and would make these corrections. Kyle then asked the Board if there were any other comments, questions, or corrections. Tom Veneziale made a motion to approve the minutes, Steve Neagle seconded the motion. Minutes were anonymously approved.

Accounts Receivable Report

The Accounts Receivable Report was presented by Donna Sutts who stated, through July 2021, the account balances are as follows:

Late Fees	\$3,996.88
Legal Fees Collected	\$11,477.99
Special Assessment	\$123.73
New Resident Set-Up Fee	\$600.00
Association Fee (Past Due)	\$1,848.20
Tier 2 Association Fee	\$3,423.46
Tier 3 Association Fee	\$818.47
Tier 1 Association Fee	\$43.21
Tier 1 Dam Fee	\$792.36
Tier 2 Dam Fee	\$17,193.36
Tier 3 Dam Fee	\$2,965.19
Total Income	\$43,374.34

Kyle Smith asked if there were any questions about the Accounts Receivable Report. Kyle then called for a motion to accept the Accounts Receivable Report. Tom Venziale made a motion to approve the Report, and Shauna Schneeman seconded. All Board Members were in favor.

Treasurer's Report/ Bills for Approval

Nick Ninfa was not present for the meeting so Kyle read the report. Kyle stated that the following bills were paid during the month of July 2021:

Hill Wallack	\$25,489.59	Collections Attorney
Jersey Green Lawn Care	\$1,300.00	Grass Cutting
Lynn Veneziale	\$116.81	Address Labels
Liberty Bell Bank	\$63.13	
Lynn Veneziale	\$1,000.00	Bookkeeping
Resident	\$145.45	Refund
Nick Ninfa	\$24.52	Paint for 1st Beach Swing Set
Princeton Hydro	\$600.00	Second Opinion Dam Elevation
RAC Property Maintenance	\$1,250	1st Beach & Basketball Court Clean up
South Jersey Water Test	\$202.50	Water Test
TD Bank	\$15.00	Maintenance Fee for not closing Dams Act.
Thomas Veneziale	\$131.43	New Light Bulbs and Spray Paint for Beach and BasketBall Courts
Total		\$30,338.43

Kyle also presented the Treasurer's Report through July 2021. The account balances were as follows:

Checking (TD)	\$4,125.48
Checking (LibertyBell)	\$94,130.55
Dams	\$336,496.20
Money Market	\$80,071.62
Games of Chance	\$2,752.05
Total	\$517,575.90

Kyle Smith asked if there were any comments, questions or concerns. Tom Veneziale motioned to approve. Shauna seconded the motion. All were in favor.

Dams Update

Kyle Smith provided a follow up about the resident that had concerns. Kyle noted that Steve Zuilli the contractor will be handling all of the concerns for that resident by the end of August at no expense to the CLCA.

Beth Grasso, our engineer, then came on. She provided the update that the fish ladder had been shipped. She noted that engineer Steve plans to do the install of the fish ladder when it arrives as well as correct the bricks with the new plan as it was discussed in the last meeting. She also noted that Cushman lake is now in the works.

Kyle asked Beth to elaborate on the Cushman project.

Beth explained that there was a mathematical mistake on the previous surveyor's calculations. She noted that a much larger articulated block spillway will be needed. She said the stain and scour lines were reviewed and discussed at the Cushman project meeting with the board members. She said that the plan for Cushman is the same as the Braddock Dam, however the spillway will likely be two or three times the size. She mentioned that the gabion's basket was discussed as opposed to doing articulated block again for the spill way but noted that although the materials would be more cost effective, the installation and the maintenance would be more if it was changed to do the Gabien's basket. It was agreed that the articulated block would be used again for this reason.

Beth updated at the meeting that pinelands had a response. She said that there will be a new submission based on the changes. She expects to have approval soon and the DEP promised that in the next 2 months. She said they are focusing on getting that to them quickly.

Kyle asked if anyone has questions for Beth

Tom Veneziale asked if there was an update on the fish ladder. Kyle noted that she said it was shipped. Beth said that she expects it in 10 days for shipment. She said in 2-3 weeks it should be installed.

A community member came on to ask if there was a budget in place for this project. Kyle answered that there was not a budget in place for this project, but we do have an original estimate for just under 800k. He said that it will need to be rebid because of the spillway changes that were being made. Kyle mentioned that in the original court case the amount of 500k was mentioned and it was quickly realized that was not a good estimate for the work that was being done. Kyle noted that they are keeping it as cost effective as possible, Beth said she is volunteering all the time she can for this project to help.

Kyle and Beth asked again if there were any other questions for Beth. Kyle thanked Beth. Kyle also thanked Beth for her professionalism in how it was handled when we received a second opinion. Beth responded that it is no problem as she is also invested in the lakes since her son lives here.

Donna came on to let Beth know we all echo that feeling.

Committee Reports

Grounds

Nick was not available for the meeting to discuss the recent glass clean up that took place at first beach. Kyle asked Tom to come on and talk about how that went. Tom noted that it was 7.5lbs of glass that was cleaned up. He noted there were about 8 volunteers that spent about 2 hours out there to clean up. He said it was a success and hopes that since it is a beach and most attend barefoot he feels it is much safer.

Welcoming Committee

Katherine Nodoleski noted there was nothing to report.

Fundraising/Elections

Kyle mentioned that the fundraiser at Bear's Country Custard seemed like a success. Donna came on to say that \$150 was collected at the fundraiser. She noted that quite a few tickets were sold at the fundraiser. Kyle noted that 468 tickets were sold. Donna said that she believes those two events should be tied together again in the future. Donna noted that in September they are thinking of holding another Bear's Country Custard Fundraiser. Kyle said we were on board as it involves minimal planning and a great turn out. He noted that 50/50 tickets would likely not be possible in time for that event as it took a while to have them printed.

President's Report

Kyle noted 468 tickets were sold giving us a total pot of \$2,340 for the 50/50 fundraiser. Winner will take \$1,170. Kyle Smith then pulled the 50/50 ticket winner. The winner was Bob Sutts. Kyle then went to call Bob as his last name and address was not on the card. He was then identified by the board as Bob Sutts by his phone number. Kyle noted that Nick Ninfa will be cutting the check to the winner.

Old Business

Kyle brought up the swing set project. Tom brought up that he thinks it can be done in house without getting a company in. They will be looking at it again to come up with a plan.

Tom Veneziale then gave a light bulb update for the basketball courts. He said the bulbs were installed but they didn't turn the lights on. The bulbs did seem to be blown out. He said will be looking at balusters. He wants to bring someone (an electrician) out to look at them. Tom and Kyle decided that they can use an electrician they know to look at it with a bucket truck. They believe that this electrician would be cost effective for the fix or at the least can point the board in the right direction. Larry Adair noted he also knows someone. This matter will be discussed more once they have an electrician come out.

New Business

Steve Neagle mentioned the 50/50 tickets again. He said there were more tickets to do this again with the second Bear's Country Custard fundraiser. Shauna noted that those tickets do have the date of the drawing listed on them and thought it would likely be confusing to do a drawing after that date. Kyle mentioned that the permits for that 50/50 would also be difficult to receive in time.

Kyle noted that a donation bucket at the Ice Cream stand would be good.

Annamarie mentioned the idea of doing a chinese auction during this event by receiving donations from local restaurants. Anna offered to volunteer her time to try and get gift certificates and other donations for this. Members of the board thought this idea would be great. Kyle noted that there is a small timeline to make this happen, but thought it would be worth a try.

Tom Veneziale asked if a permit was needed for a chinese auction. Kyle replied that he believes that's only for cash prizes, but he will double check.

Annamarie said that she will start getting donations and check back in to get things more finalized with the board.

Trustee Reports

- Stephen Naegele noted that the website was updated. He also noted that Beth's video was also posted on the website. Kyle thanked Shauna for editing the zoom video for posting so more community members can hear what's going on.

Kyle also thanked Steve Neagle for getting the tickets. He hoped more would have been sold, but believes next time will be better since more people will know and expect it.

- Tom Veneziale – nothing to report.

- Shauna Schneeman brought up that August 28 from 9-3pm will be doing a community yard sale. A community member named Tammy had started planning for one. Wednesday August 25 the addresses will be posted for community members that are participating.

Donna mentioned that doing the chinese auction would be great to do during the yard sale.

Shauna noted some community members were hoping to use the basketball courts to do their sale so having the chinese auction baskets there would be a great idea.

Donna said that was definitely something we should think about if we can get it together in time.

Kyle mentioned that if Annamarie can get the auction items together in 10 days we can put the word out to do it at that time.

Annamarie came on to ask if there was a letter stating we are a nonprofit to provide to the business owner as an incentive to make a donation.

Larry noted there is an ST5 form that can be used. Kyle said we have many letters he will find one to provide to them.

- Donna Sutts said she is waiting for the letter for nominations. Kyle mentioned that he sent over a newsletter and nominations form and asked if that was efficient he said he would resend it as he didn't get any replies on it.

Kyle then asked Lynn if the PO box letter key was resolved. Lynn noted it was resolved

Open Floor to Members Questions / Comments / Issues.

- Tom Veneziale came on to thank Larry for removing the tires. Kyle mentioned that both Mayors were upset about the tires going into the resident's trash. He mentioned that going forward we will not be doing that again. Larry came on to say no problem and that Buena did come to his home the day after he removed the tires and Larry let them know that he made the rest of the tires disappear. He felt that Buena should have helped with that removal. Kyle Smith noted that he did apologize to both Mayors he felt that we followed the rules and that our situation may have fallen into a gray area, but it won't happen again. During the next dam project we will ensure that we have a plan in place to remove them with a dumpster with the contractor. Kyle thanked Larry again.

Adjournment

President Kyle Smith stated that the next monthly meeting will take place on Monday, September 13, 2021 at 7 p.m., via Zoom. Kyle noted that he talked to the Mayor and Folsom Clerk about doing in person meetings again. Kyle notes that it will take place around election time. Steve Neagle will help handle keeping a virtual aspect to the meetings. Kyle also closed with thanking Frank Fulginiti from FJF Landscaping for his generous \$1,000 donation that he made at the Bear's Country Custard Event to go right towards the Dams account. Kyle said it was awesome and very appreciated. Kyle noted the he will not be available for the next meeting and that Steve Neagle will be leading our next meeting. There being no further business to discuss, Tom Venziele made a motion to adjourn, and Shauna Schneeman seconded. All were in favor. The meeting was adjourned at 8:05pm

JULY 2021 BANK:

LIBERTY BELL CHECKING:	\$ 94,130.55
LIBERTY BELL DAMS:	\$336,496.20
LIBERTY BELL MONEY MARKET:	\$ 80,071.62
LIBERTY BELL GOC:	\$ 2,752.05
TD CHECKING:	\$ 4,125.48

TOTAL: \$517,575.90

3:52 PM
08/01/21
Cash Basis

Collings Lakes Civic Association
Profit & Loss
July 2021

	Jul 21
Ordinary Income/Expense	
Income	
LATE FEES	3,996.88
LEGAL FEES COLLECTED	11,477.99
2020 SPECIAL ASSESSMENT	123.73
NEW RESIDENT SET UP FEE	600.00
ASSOCIATION FEE	1,848.20
TIER 2 ASSOCIATION FEE	3,423.46
TIER 3 ASSOCIATION FEE	818.47
TIER 1 ASSOCIATION FEE	43.21
TIER 1 DAM FEE	792.31
TIER 2 DAM FEE	17,193.36
TIER 3 DAM FEE	2,965.19
OTHER INCOME	
INTEREST INCOME	91.54
Total OTHER INCOME	91.54
Total Income	43,374.34
Gross Profit	43,374.34
Net Ordinary Income	43,374.34
Net Income	<u>43,374.34</u>

3:46 PM

08/01/21

Collings Lakes Civic Association Transaction List by Vendor

July 2021

Type	Date	Num	Memo	Amount
HILL WALLACK				
Bill	07/09/2021	1642	COLLECTIONS ATTORNEY	-25,489.59
Bill P...	07/09/2021	1642	COLLECTIONS ATTORNEY	-25,489.59
JERSEY GREEN LAWN CARE				
Bill	07/19/2021	1649	GRASS CUTTING	-1,300.00
Bill P...	07/19/2021	1649	GRASS CUTTING	-1,300.00
L VENEZIALE-NON 1099 ITEMS				
Bill	07/14/2021	1646	ADDRESS LABELS FOR VOTING ENVELOPES	-33.83
Bill P...	07/14/2021	1646	ADDRESS LABELS FOR VOTING ENVELOPES	-33.83
Bill	07/14/2021	1647	ADDRESS LABELS/ENVELOPES	-82.98
Bill P...	07/14/2021	1647	ADDRESS LABELS/ENVELOPES	-82.98
LIBERTY BELL BANK				
Bill	07/13/2021		NSF CHECK	-63.13
Bill P...	07/13/2021		NSF CHECK	-63.13
LYNN VENEZIALE				
Bill	07/01/2021	954	BOOKKEEPING	-1,000.00
Bill P...	07/01/2021	954	BOOKKEEPING	-1,000.00
Bill P...	07/14/2021	1643	RESIDENT REFUND	-145.45
N NINFA				
Bill	07/19/2021	1650	PAINT FOR 1ST BEACH SWINGSET	-24.52
Bill P...	07/19/2021	1650	PAINT FOR 1ST BEACH SWINGSET	-24.52
PRINCENTON HYDRO				
Bill	07/21/2021	1651	2ND OPINION BRADDOCK DAM ELEVATION	-600.00
Bill P...	07/21/2021	1651	2ND OPINION BRADDOCK DAM ELEVATION	-600.00
RAC PROPERTY MAINTENANCE				
Bill	07/23/2021	1652	CLEANUP 1ST BEACH, BB COURTS	-1,250.00
Bill P...	07/23/2021	1652	CLEANUP 1ST BEACH BB COURTS	-1,250.00
SOUTH JERSEY WATER TESTING				
Bill	07/19/2021	1648		-202.50
Bill P...	07/19/2021	1648		-202.50
TD BANK				
Bill	07/08/2021	ACH	MAINTENANCE FEE FOR NOT CLOSING THE DAMS ACCT	-15.00
Bill P...	07/08/2021	ACH	MAINTENANCE FEE FOR NOT CLOSING THE DAMS ACCT.	-15.00
THOMAS VENEZIALE				
Bill	07/14/2021	1644	NEW LIGHT BULBS FOR BASKET BALL COURT X 2	-92.36
Bill P...	07/14/2021	1644	NEW LIGHT BULBS FOR BB COURT X 2	-92.36
Bill	07/14/2021	1645	SPRAY PAINT FOR 1ST BEACH SWINGSET	-39.07
Bill P...	07/14/2021	1645	SPRAY PAINT FOR 1ST BEACH SWINGSET	-39.07

\$ 30,338.43