

**Collings Lakes Civic Association
General Meeting Minutes
Monday, November 8, 2022**

Call to Order

The meeting was called to order by President, Donna Sutts, at 6:32 p.m. She 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, Donna Sutts addressed the roll call with the following Board Members being present: Donna Sutts, President; Vice President Stephen Naegele, Nell Moulfe 2nd Vice President had a family emergency; Anna Marie Larocca, Secretary to the Treasurer; George Protopapas, representative; and Shauna Schneeman, Treasurer; Henry Burhenne Secretary did not join until 7:00.

Reading of Minutes from Last Meeting

Anna Marie read the minutes from last meeting. AnnaMarie asked for a motion to accept last month's receivables report. Shauna made the motion. George seconded the motion. All were in favor.

Shauna made a motion to approve the minutes, Stephen seconded the motion. All were in favor.

Collings Lakes Civic Association

Account List

ACCOUNT	BALANCE
LIBERTY BELL CHECKING 155	128,378.53
LIBERTY BELL DAM ASSESSMENT 171	491,666.77
LIBERTY BELL MONEY MARKET 198	80,259.88
LIBERTY BELL PETTY CASH 1341	1,087.60
LIBERTYBELL GAMES OF CHANCE 163	3,235.05

Monday, October 31, 2022 09:45 PM GMT-04:00

Collings Lakes Civic Association

Profit and Loss
October 2022

	TOTAL
Revenue	
LEGAL FEES COLLECTED	17,417.62
TIER 2 DAM FEE	7,235.55
LATE FEES	5,621.12
TIER 3 DAM FEE	2,606.22
TIER 2 ASSOCIATION FEE	1,895.74
TIER 1 DAM FEE	733.01
TIER 3 ASSOCIATION FEE	683.59
NEW RESIDENT SET UP FEE	500.00
TIER 1 ASSOCIATION FEE	186.74
2020 SPECIAL ASSESSMENT	40.00
Total Revenue	\$36,919.59
GROSS PROFIT	\$36,919.59
Expenditures	
Total Expenditures	\$36,919.59
NET OPERATING REVENUE	\$36,919.59
NET REVENUE	\$36,919.59

Accounts Receivable Report

The Accounts Receivable Report was presented by Anna Marie.

Shauna made a motion to accept, and Stephen seconded the motion. All were in favor.

Expenses

FARMERS INSURANCE		
10/11/2022	Workers Compensation Premium	-250.00
HILL WALLACK		
10/20/2022		-
		15,023.22
Intuit		
10/24/2022	MONTHLY QUICKBOOKS FEE	-100.00
LIBERTY BELL		
10/11/2022	Chargeback Fee	-10.00
10/11/2022	Chargeback Fee	-10.00
10/11/2022	Chargeback Fee	-10.00
10/11/2022	Chargeback Fee	-10.00
RAC PROPERTY MAINTENANCE		
10/07/2022	For 2 Cuts for 2022 Season	250.00
10/17/2022		-250.00
STAPLES		
10/20/2022	POS PURCHASE 010212 STAPLES MARL COPIES OF EXEMPTION FORM	-6.09
10/20/2022	POS PURCHASE 010212 STAPLES MARL COPIES OF EXEMPTION FORM	-15.33
USPS		
10/19/2022	POSTAGE FOR BALLOTS	-480.00

Monday, November 7, 2022 12:38 PM GMT-05:00 1/4

Treasurer's Report

Shauna Scheeman read her Treasurer's report including Bank account balances and expenses for October 2022.

AnnaMarie made the motion to approve, Stephen seconded the motion. All were in favor.

No Bills for approval.

AnnaMarie filed papers to continue Tax exempt status with Folsom borough and Buena Vista township on October 31st.

Dams Update

Beth had another meeting to attend, she sent Donna an email. The email stated Beth spoke to Pinelands and the permit reviewer estimated 2 more weeks.

Beth owes 1 detail to Dam safety and plans on getting it to them in the coming week.

Grounds

George Protopapas spoke with Pro signs about the CL entrance sign and discussed a double-sided sign that will mount between the brick pillars. Waiting on a price from Pro Signs.

George spoke with Pro sign about the duplicating the first beach signage for second and third beach for next year. George will discuss with the state if there are any changes.

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Welcoming Committee

Katherine asked for help to distribute welcome pack to new residents. Annamarie will start delivering the pack in a couple of weeks after Annamarie makes an updated list.

Fundraising/Elections

About 50 people attended the Harvest Fest event and we raised approximately \$458.

Waiting on rest of tickets before the drawing goes off tonight. As of now the prize would be \$527.50

Presidents Report

Working on the budget. All 3 tier amounts will remain the same.

Old Business

All ballots are out, please return your ballot by 11-28-22. Get out to vote tomorrow.

New Business

Donna would like to have next month's meeting zoom only as borough hall will be closed on the 7th as election day is the following day.

Trustee Report

Steve Negele- Steve Slim will be lowering Lake Georg next week.

Shauna Schneemann- Is working on automatic payment thru QuickBooks instead of PayPal for payment plans. Larry asked about making payment in full electronically. Shauna stated to get in touch with her.

Stephen asked Shauna to explain what it means to be in good standing. Shauna stated a member in good standing has a \$0 balance or on a payment plan.

Anna Marie LaRocca – Beavers, will not be trapped by the CLCA. We are out of the Beaver Business!

Henry Burhenne - Nothing to report.

George Protopapas – Nothing working on a special surprise.

Open Floor to Members Questions / Comments / Issues.

Lynn Venezia had a few questions.

- 1- Noticed last month lost and profit report there was no interest reported. AnnaMarie responded we combined the interest. Shauna stated we updated QuickBooks last month and this should be corrected now.
- 2- HW was not on the report as an expense. Shauna stated this will be updated.
- 3- None of the figures were updated. Annamarie stated she will update.
- 4- Asked about payment rate, 82%. Donna & AnnaMarie stated this included we include all residents including everyone who is paid in full, on payment plans and who are paying thru HW.

Katherine is asking for updated new homeowners list. Shauna will follow up. AnnaMarie has figured out how to produce a better new homeowner's report from QuickBooks.

Adjournment

President Donna Sutts noted the next meeting would take place Monday, December 5, 2022, at 6:30 p.m. The meeting will be Zoom only. We will count the election ballots next meeting Live. AnnaMarie made a motion to adjourn, and Shauna seconded. All were in favor. The meeting was adjourned at 7:43 pm.