

**Collings Lakes Civic Association
General Meeting Minutes
Monday, October 3, 2022**

Call to Order

The meeting was called to order by President, Donna Sutts, at 6:37 p.m. She asked all in attendance to join the Board in reciting the Pledge of Allegiance to the Flag. This meeting took place in person and offered Zoom for those who could not be in attendance.

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; Anna Marie Larocca, Secretary to the Treasurer; and Shauna Schneeman, Treasurer ;. Henry Burhenne Secretary. George Protopapas was absent from the meeting.

Reading of Minutes from Last Meeting

Anna Marie made a motion to accept the minutes as they were posted on the website to save time for discussion, Henry Burhenne seconded the motion. All Board members were in favor.

Accounts Receivable Report

The Accounts Receivable Report was presented by Anna Marie who stated that although the numbers she had to provide were from Quickbooks directly she felt they were off and requested to look them over again prior to giving the report. After the meeting she was able to determine the numbers she had were accurate. She offered that numbers were lower due to being away and not having inputted many prior to her trip. The September Accounts Receivables is as follows:

	Fee	
Special	\$20.00	\$20.30
Assessment Fee		
Tier 1 Association	\$41.33	
Fee		
Tier 3 Association		
Tier 1 Dam Fee	\$79.70	Tier 3 Dam
Fee	\$157.56	
New Resident Set-up Fee		Meeting Minutes October 3, 2022
\$200.00		Approved
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\$920.71

Late Fees \$1330.14

Legal Fees Collected \$2839.54

Tier 2 Dam Fee \$3040.57

Total Income \$8649.85

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

Treasurer's Report

Shauna Scheeman provided these expenses that were paid in the month of September 2022:

Folsom borough \$20.00
Morgan Jones - Beach Attendant \$533.00
Morgan Jones- Beach Attendant \$338.00
Morgan Jones - Beach Attendant \$208.00
Beach Attendant Total For Sept: \$1,079.00
Returned Check Fee From Resident \$10.00
ATLANTIC CITY ELECTRIC \$39.30
HILL WALLACK - July Invoice \$21,819.79
HILL WALLACK - August Invoice \$14,709.88
Amazon - Avery Labels for Ballots \$47.85
STAPLES - Envelopes for Ballots \$143.96
Quickbooks - Monthly Fee \$55.00
Quickbooks - Prorated Amount for Upgrade \$36.00
Total for Quickbooks for September: \$91.00
Zoom Monthly Fee \$15.98
Total Expenses \$37,976.76

Accounts Balances as of Sep 30, 2022 are as follows

ACCOUNT	BALANCE
LIBERTY BELL CHECKING 155	116,569.46
LIBERTY BELL DAM ASSESSMENT 171	479,088.79
LIBERTY BELL MONEY MARKET 198	80,233.05
LIBERTY BELL PETTY CASH 1341	1,104.70
LIBERTYBELL GAMES OF CHANCE 163	2,757.05

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

Dams Update

Beth provided that she submitted and mailed Pinelands permits on September 12th. They were received on September 19th. They are under review for approximately 30 days. Beth mailed the dam safety permits as well on the 12th. We need both permits approved before we can start construction.

Grounds

George Protopapas was absent, but provided a statement to be read. AnnaMarie read George's statement.

George provided that as per our last meeting the board approved moving forward on the replacement of our welcome sign. He has talked to Prosigns about options that can assist with the concern of vandalism and was able to come up with a plan that will be cost effective and assist with replacement at a low cost if needed in the future. He provided that the sign will be similar to the Welcome sign for Folsom located by the Harley Dawn Diner. He will be working with Prosigns for renditions of the sign for approval before the order is placed.

Welcoming Committee

Anna Marie provided that due to the delays in getting welcome packages out the board is planning on revamping the system and delivery of the packages in order to get caught up with new residents.

Fundraising/Elections

Anna Marie provided that elections are coming up and ballots will be going out by the end of the month to residents eligible to vote. She offered the nominations as for Tier 3 Donna Sutts is running unopposed, Tier 1 has 2 people running, and Tier 2 has 4 candidates.

President's Report

Donna stated she had nothing new to report, but wanted to say the last dam took over two and a half years to complete from start to finish so she is not surprised by the delays that are taking place. She provided that since the board is aware of the delays that can take place she would like to ensure that the next two dam projects get a head start on the planning and permitting process so there is a smooth transition into starting the next project.

Old Business

Sign and fencing were already discussed. Water testing has stopped for the season. First beach is now closed. We closed the beach a week early because the weather turned cooler. Election ballots will go out by the end of the month and have to be returned by November 28th. The ballots are returned to Hill Wallack's office and they will be tallied at the 12-5-22 meeting.

New Business

Donna Sutts announced that November's meeting will take place on Zoom because the borough will be hosting elections making the hall unavailable for the meeting.

Trustee Reports

Steve Naegele- Nothing to report.

Shauna Scheeman- nothing to report

Anna Marie Lorocca – Provided that this Sunday, October 9, there will be harvest Fest from 1:00 to 4:00pm. There will be pumpkin picking and painting. There will be facepainting as well. 50/50 is up to \$475 and tickets will be available at Harvest Fest. Donuts and cider will be available for sale as well.

Shauna Offered that a few vendors had reached out to set up tables and she was open to inviting more vendors to participate.

Henry Burhenne - Nothing to report.

Nell Woulfe - Nothing to report.

George Protopapas – Not present- Excused

Open Floor to Members Questions / Comments / Issues.

-A non resident who stated she was attending the meeting of the Folsom Environmental Commission stated she has concerns about possible beaver trapping/removal. She was concerned the beavers would be terminated once trapped and asked if other options had been explored. She had several ideas about devices called dam diverters. Anna Marie provided the history of the experience she had when looking for a solution and provided that she would not like to see the beavers terminated and offered to follow up with her outside of the meeting to discuss further.

-Resident Butch Perna followed up with the non residents comments and asked why this is CLCA's problem. AnnaMarie stated directed to the USDA for the beaver problem. The USDA told AnnaMarie they can supply trappers in November or December.

-Lynn Veneziaie asked about the minutes saying they were incorrect. Annamarie stated she will go back and check the figures. Lynn stated whoever is adding up the numbers are not entering correctly for the last 3 months. Stephen stated the September minutes reflect the August QuickBooks report.

Henry stated and apologized that he entered an incorrect figure in the previous month's minutes. Shauna stated she will send Henry a snapshot from Quickbooks for future minutes. AnnaMarie and Shauna will look into the previous numbers issues so we can ensure they are accurate. Lynn stated she cannot understand why the numbers are not adding up and why the minutes are being approved. It was provided that it was a matter of a typo from the reports to the minutes and an apology was made that the detail was missed when approved.

-Resident Butch Perna stated he does not want Zoom only because he feels he could be muted as opposed to an inperson meeting where he can speak more freely. The board ensured Butch he would not be muted, but he felt strongly about this oppinion.

Adjournment

President Donna Sutts noted the next meeting would take place Monday, November 7, 2022 at 7 p.m. The meeting will be Zoom only due to the election taking place at Folsom Borough.. AnnaMarie made a motion to adjourn, and Shauna seconded. All were in favor. The meeting was adjourned at 7:43 pm

Collings Lakes Civic Association

Profit and Loss
September 2022

	TOTAL
Income	
2020 SPECIAL ASSESSMENT	20.00
TIER 1 ASSOCIATION FEE	20.30
TIER 3 ASSOCIATION FEE	41.33
TIER 1 DAM FEE	79.70
TIER 3 DAM FEE	157.56
NEW RESIDENT SET UP FEE	200.00
TIER 2 ASSOCIATION FEE	920.71
LATE FEES	1,330.14
LEGAL FEES COLLECTED	2,839.54
TIER 2 DAM FEE	3,040.57
Total Income	\$8,649.85
GROSS PROFIT	\$8,649.85
Expenses	
Total Expenses	
NET OPERATING INCOME	\$8,649.85
NET INCOME	\$8,649.85

September 2022

DATE	MEMO/DESCRIPTION	AMOUNT
Amazon		
09/20/2022	Avery Labels for Ballot mailing	-47.85
ATLANTIC CITY ELECTRIC		
09/16/2022		-39.30
Folsom borough		
09/02/2022	50/50 Permit	-20.00
LIBERTY BELL BANK		
09/15/2022	Returned Check #17104	-10.00
Morgan Jones		
09/02/2022	Week End 9/2	-533.00
09/07/2022	Week End 9/9	-338.00
09/23/2022	Week End 9/18	-208.00
Quickbooks		
09/22/2022	MONTHLY FEE	-55.00
09/29/2022	Prorate for advanced upgrade 9/29	-36.00
STAPLES		
09/20/2022	Envelopes	-143.96
Zoom		
09/29/2022	MONTHLY FEE - SEPT	-15.98

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