

**Collings Lakes Civic Association
General Meeting Minutes
Tuesday, January 17, 2023**

Call to Order

After 10 minutes of straightening out the Zoom meeting link Shaunna Scheeman Started the meeting. We began with reciting the Pledge of Allegiance.

Shaunna started with talking about her discussion with Greg our lawyer about Steve's position on the board now that he no longer lives in Tier 3. Steve can no longer be on the board as a tier 3 since he moved to tier 1. He will continue to help as our IT committee chairperson.

Greg stated all our unanimous votes from January 9th would stand. We will have to vote again for president as the vote was 4 for Shaunna and 3 for Donna. A vote was taken, and Shaunna won 4 to 2.

Next, we need to fill Steve's vacant vice president position. Henry nominated Donna Sutts if she would accept. Donna said she would accept the nomination. All were in favor.

Roll Call of Officers & Committee Chairpersons

There was no formal roll call.

Reading of Minutes from Last Meeting

Henry Burhenne read the December 5, 2022, meeting minutes out loud.

AnneMarie made a motion to approve the minutes and Henry seconded the motion. A vote was taken, and all were in favor.

Annemarie read the Accounts receivable report. Henry made a motion to accept the account receivables report, AnneMarie seconded the motion and all were in favor.

Collings Lakes Civic Association

Account List

ACCOUNT	BALANCE
LIBERTY BELL CHECKING 155	223,309.22
LIBERTY BELL DAM ASSESSMENT 171	652,180.81
LIBERTY BELL MONEY MARKET 198	80,323.88
LIBERTY BELL PETTY CASH 1341	787.66
LIBERTYBELL GAMES OF CHANCE 163	3,762.05

Collings Lakes Civic Association
Transaction List by Vendor
December 2022

DATE	MEMO DESCRIPTION	AMOUNT
ATLANTIC CITY ELECTRIC		
12/15/2022	DEC Elec Bill	47.99
12/15/2022	DECEMBER	-47.99
FARMERS INSURANCE		
12/22/2022	Insurance Audit	-124.00
HILL WALLACK		
12/14/2022		-14,975.00
PASSARELLA SMARRA CPA		
12/12/2022		-1,825.00
PENNONI ASSOCIATES		
12/13/2022		-866.25
Clickbooks		
12/22/2022	MONTHLY PAYMENT - DECEMBER	-180.65
STAPLES		
12/15/2022	STAPLES FOR COPIES	-6.69
12/20/2022	STAPLES FOR COPIES	-0.44
12/20/2022	STAPLES FOR COPIES	-17.28
12/30/2022	STAPLES FOR COPIES	-0.88
USPS		
12/08/2022	STAPLES FOR COPIES	-60.00
12/23/2022	STAPLES FOR COPIES	-60.00
Zoom		
12/29/2022	MONTHLY FEE - DECEMBER	-15.98

Collings Lakes Civic Association

Profit and Loss

December 2022

	TOTAL
Revenue	
TIER 2 DAM FEE	101,340.92
TIER 1 DAM FEE	29,300.01
TIER 2 ASSOCIATION FEE	26,614.58
TIER 3 DAM FEE	16,822.99
TIER 1 ASSOCIATION FEE	7,464.63
LEGAL FEES COLLECTED	7,278.70
TIER 3 ASSOCIATION FEE	4,578.07
LATE FEES	2,745.72
NEW RESIDENT SET UP FEE	300.00
2020 SPECIAL ASSESSMENT	2.04
Total Revenue	\$196,447.66
GROSS PROFIT	\$196,447.66
Expenditures	
Total Expenditures	
NET OPERATING REVENUE	\$196,447.66
NET REVENUE	\$196,447.66

Collings Lakes Civic Association

Profit and Loss

December 2022

	TOTAL
Revenue	
OTHER INCOME	
INTEREST INCOME	248.15
Total OTHER INCOME	248.15
Total Revenue	\$248.15
GROSS PROFIT	\$248.15
Expenditures	
Total Expenditures	
NET OPERATING REVENUE	\$248.15
NET REVENUE	\$248.15

Treasurer's Report

George read the Treasurer's report including Bank account balances and expenses for December. George stated the Accounts balance snapshot was taken on January 8, 2023. Now up for approval a bill from Hill Wallack for 9,239.88.

Henry made a motion to accept the Accounts receivable report and the Treasurer's report, AnneMarie seconded the motion, and all were in favor.

AnneMarie made a motion to approve the bill for Hill Wallack, Nell seconded the motion, and all were in favor.

We will read the 2023 budget at the February meeting line by line.

Dams Update

Henry gave the dams report stating, Beth Grasso gave a great report about the status of the Cushman Dam at the January 9th meeting. Beth spoke about rules for residents build or repair their bulkhead and about adding sand to the lake area. George is working on a letter to go out to Tier 1 residents to cover this information.

Henry stated he has had request from Jay's Lake residents about lowering their water level for cleaning and repairs to their beach area. Henry spoke with former board member about this and was told we can lower the lake between November 15th and February 15th. Henry went to Steve Zeuli's office to retrieve the handle for operating the Braddock dam valve gate.

Henry stated he spoke with NJ state senator Bob Singer and they will help moving the DEP forward with approving the Cushman dam permit. Donna and Nell stated we need to have Beth involved with any letter that goes to the senators office.

Donna stated there are regulations about how far the lakes can go down.

Grounds

George Protopapas read his report of 2022 grounds report. This will be available in the quarterly newsletter.

George is working with Pro Signs to have all the signage needed for Beaches 2 & 3 available ahead of the Cushman dam completion. George is still working on the Collings Lake welcome sign.

Beaches 2 & 3 will need a minimum of 20' X 20' clear swimming area.

We will purchase all safety equipment required by the state for beaches 2 & 3.

George would like to have the new welcome sign by April. We plan to have the basketball lighting working again by June. George will be working AnneMarie and Nell to get a formal assessment of all CLCA properties.

Boy Scouts of America may volunteer to help cleanup/repair some thing at the 1st beach to earn their merit badges.

Welcoming Committee

Katherine announced at the January 9th meeting she is resigning from the Welcome committee. Many thanks to Katherine for her hard work.

Shaunna stated we are working to digitally deliver all materials to new residents as needed as well as making phone calls to new residents as needed.

Nell will Leading the welcome committee moving forward. She will be working with AnneMarie and Shaunna.

Fundraising Committee

Annemarie stated last year we had several fund raising events, including the spring flower sale, our 50/50 raffle, Bears custard donations, Folsom day at 1st beach and our Harvest Fest.

We will replicate these events this year.

Presidents Report

Shaunna would like to address her resignation was for personal reasons for January 31,2023. Shaunna stated she revoked her resignation and is very excited to be on the board.

Shaunna stated she gifted her artwork for logos for the CLCA.

Shaunna thanked George and AnneMarie for the Christmas lights around the trees at the Welcome sign.

Old Business

George stated went over signs and fence already. Henry already went over lowering of the lake.

Annemarie will speak the Electric company to work on getting the lights on at the basketball courts. She will work with the electrical contractor that did the work originally.

Donna asked about paying mileage to Annemarie for going to the bank. We will investigate this moving forward. Donna stated we cannot pay for milage or risk losing our 501 C designation.

Donna stated we should investigate another attorney beside Greg. Perhaps a land use attorney.

Meeting Schedule

Shaunna stated moving forward Quarterly meeting will be held in person and virtual meetings the other months. Meetings will be on Zoom every month.

May 1st, September 11th and December 4th are currently scheduled to be held at borough hall. These dates will be posted on our website. Donna will be at borough hall for all residents who would like to be there.

Trustees Report

Donna asked if our member are bonded? AnneMarie will speak again to Jeff our insurance agent.

Open Floor

Beth Anderson stated she would help with the flower sale again this year.

Adjournment

President noted the next meeting would take place Monday, February 6, 2023, at 6:30 p.m via Zoom. AnneMarie made a motion to adjourn, and Nell seconded. All were in favor. The meeting was adjourned at 7:36pm.