

**Collings Lakes Civic Association  
General Meeting Minutes  
Monday, December 5, 2022**

Call to Order

The meeting was called to order by President, Donna Sutts, at 6:30 p.m. She asked Stephen to start with the pledge of Allegiance as she was having trouble with her Ipad. All in attendance to join the Board in reciting the Pledge of Allegiance to the Flag. It was noted that, this meeting was held via Zoom.

Roll Call of Officers & Committee Chairpersons

Vice President, Stephen Naegle addressed the roll call with the following Board Members being present: Donna Sutts, President; Vice President Stephen Naegele, Nell Woulfe 2<sup>nd</sup> Vice President had a family emergency; Anne Marie Larocca, Secretary to the Treasurer; George Protopapas, representative; and Shauna Schneeman, Treasurer was excused; Henry Burhenne Secretary.

Reading of Minutes from Last Meeting

Anna Marie made a motion to direct the residents to the website to review the November meeting minutes to save time. George seconded the motion. All were in favor.

Accounts receivable Report was read by AnneMarie. AnnMarie stated Lynn had made previous statements about the numbers not being correct in the reports. AnneMarie has been working with Quickbooks the past 2 weeks to solve this problem.

They found that 7 out of 12 months in 2021 and 6 out of 12 months in 2022 were not adding up correctly.

It seems the upgrade we did with Quickbooks in September fixed the problem. AnneMarie will double check the numbers for the past 2 years and will go back and update the numbers on the website.

## Collings Lakes Civic Association

### Account List

ACCOUNT	BALANCE
LIBERTY BELL CHECKING 155	134,867.20
LIBERTY BELL DAM ASSESSMENT 171	491,849.97
LIBERTY BELL MONEY MARKET 198	80,289.79
LIBERTY BELL PETTY CASH 1341	1,123.58
LIBERTYBELL GAMES OF CHANCE 163	3,762.05

12/2/22, 12:12 PM

Document

## Collings Lakes Civic Association

Vendor	Bill No.	Bill Date	Due Date	Amount	Balance
PENNONI ASSOCIATES	1145703	11/21/2022	11/21/2022	\$866.25	\$866.25
PASSARELLA SMARRA CPA		11/11/2022	12/31/2022	\$1825.00	\$1825.00
HILL WALLACK		11/09/2022	12/31/2022	\$14975.09	\$14975.09

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# Collings Lakes Civic Association

Profit and Loss

December 2022

	TOTAL
Revenue	
2020 SPECIAL ASSESSMENT	2.04
OTHER INCOME	
INTEREST INCOME	248.15
<b>Total OTHER INCOME</b>	<b>248.15</b>
NEW RESIDENT SET UP FEE	300.00
LATE FEES	2,745.72
TIER 3 ASSOCIATION FEE	4,512.66
TIER 1 ASSOCIATION FEE	7,464.63
LEGAL FEES COLLECTED	7,730.20
TIER 3 DAM FEE	16,889.27
TIER 2 ASSOCIATION FEE	26,684.88
TIER 1 DAM FEE	29,300.01
TIER 2 DAM FEE	102,032.86
<b>Total Revenue</b>	<b>\$197,910.42</b>
GROSS PROFIT	<b>\$197,910.42</b>
Expenditures	
<b>Total Expenditures</b>	
NET OPERATING REVENUE	<b>\$197,910.42</b>
NET REVENUE	<b>\$197,910.42</b>

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Expenses

## Collings Lakes Civic Association

Transaction List by Vendor

November 2022

DATE	MEMO/DESCRIPTION	AMOUNT
Amazon		
11/15/2022	Window Envelopes for Invoices	-99.12
ATLANTIC CITY ELECTRIC		
11/17/2022		-40.87
Quickbooks		
11/21/2022	MONTHLY PAYMENT - PROMOTIONAL PERIOD	-100.00
STAPLES		
11/15/2022	POS PURCHASE 010212 STAPLES	-1.05
11/15/2022	POS PURCHASE 010212 STAPLES TONER, PAPER, FILE FOLDER	-135.97
11/30/2022	POS PURCHASE 010212 STAPLES	-0.44
USPS		
11/18/2022	POSTAGE FOR INVOICES	-300.00
11/21/2022	POSTAGE FOR INVOICES	-360.00
Zoom		
11/21/2022	MONTHLY FEE - NOVEMBER	-15.98

### Treasurer's Report

AnneMarie read the Treasurer's report including Bank account balances and expenses for November 2022. AnneMarie stated Nicole Varga won the 50/50 raffle.

Nicole won \$527. She purchased the ticket from George.

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

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AnneMarie read the bills for approval. Henry made a motion to approve the bills

and George seconded the motion. All were in favor.

### Dams Update

Beth gave an update stating we should be mobilizing in beginning of January. Beth owes 1 detail to Pinelands, and it was overnighted to them. We are owed a document from dam safety, and we should have it shortly. Only the bridge repairs are weather dependent.

### Grounds

George Protopapas spoke with Chris at the department of health and safety and stated Chris will be our inspector for the next 2 beaches as well. According to code we must have portable toilets. We will discuss later.

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### Welcoming Committee

AnneMarie is working on an updated list of new members.

### Elections

Donna read the ballot results, Annemarie and Bob Sutts were witnesses and tallied the votes

Tier 1 results

Henry Burhenne-38 votes

Mark Wainright-19 votes

Tier 2 results

George Protopapas-58

Lynn Venezia-29

Butch-6

Jason-2

Presidents Report

Donna would like to see more residents join the dam committee to help move things forward.

Our lawyer, Frank Rasso called the Pinelands office and help move our permit forward. Kyle Smith would like to help with the Cushman dam construction. Kyle offered to meet with Steve in the morning before work to help move construction forward.

Old Business

Annamarie met with a representative from the electric company at the basketball courts to look at the electrical issue. Technician noted there were problem at the light poles so that was why the meter was removed and the taps cut.

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We will have an electrician investigate this. Stephen asked if Larry Adair could have the electrician who did the work originally look at the problem. Henry asked about lowering the lakes for maintenance. Annamarie referred him to Steve Slimm.

### Adjournment

President Donna Sutts noted the next meeting would take place Monday, January 9, 2022, at 6:30 p.m. A notice will go out if the meeting will be Zoom only or Zoom and in person. AnneMarie made a motion to adjourn, and George seconded. All were in favor. The meeting was adjourned.