

CLCA Monthly Meeting March 6, 2023

Call to order.

President Shauna Scheeman called the meeting to order via Zoom at 6:30 pm. Everyone was asked to rise and recite The Pledge of Allegiance.

Roll Call of Officers

Secretary Henry Burhenne addressed the roll call with the following members being president.

Shauna Schneeman; President

Donna Sutts; Vice President

Nell Woulfe; Second Vice President

George Prottopappas; Treasurer

AnneMarie Larocca; Secretary to the Treasurer

Henry Burhenne; Secretary

Marie King; Tier 3 Board Member

Reading of February's Meeting minute

Secretary Henry read the February meeting minutes.

A motion to approve them was made online after the meeting and all were in favor.

Accounts Receivable report

AnneMarie read the Account Receivable account report listed on these minutes.

George made a motion to approve the report as read. All were in favor.

Treasurer's Report

George read his Treasurers report with account balances listed on these minutes.

Donna asked about moving money between accounts. George answers the question.

A member asked Henry about an electric bill. Henry stated he read the budgeted amount of \$500 for the year.

Annamarie made a motion to approve the Treasurers report as read. All were in favor.

Next George read the bills for approval. Nell asked to see the Hill Wallack bill before approval.

Audit Candidates

George gave a report about CPA firm to do an audit of our 2022 books.

Question from member. How much will the audit be?

George stated \$8500 to \$9500.

Open Floor

Member asked if the board is bonded.

It will cost approximately \$20,000 to have president, vice president and treasurer bonded.

We are covered under a directors and liability policy included in our insurance policy.

Resident asked about Verizon pole relocation on the Cushman dam project.

Henry replied they will be relocated on the stream side.

Member asked about the QuickBooks reports from 2021 and 2022 that were incorrect, Why they have not been updated?

We are working on the problem.

Member asked if we were paying to update liens yearly?

We update liens yearly to protect the CLCA's interest in the property in case of bankruptcy or foreclosure.

We currently pay \$494 yearly for a lien.

Budget

George directed members to go to our Website to review the 2023 budget and to see how he moves money to keep track of everything in its proper place.

Collings Lakes Civic Association

Profit and Loss

February 2023

	TOTAL
Revenue	
NEW RESIDENT SET UP FEE	200.00
OTHER INCOME	
INTEREST INCOME	320.73
Total OTHER INCOME	320.73
LATE FEES	975.50
TIER 3 ASSOCIATION FEE	1,146.55
TIER 1 ASSOCIATION FEE	2,107.67
TIER 3 DAM FEE	4,435.01
LEGAL FEES COLLECTED	5,485.05
TIER 1 DAM FEE	8,382.73
TIER 2 ASSOCIATION FEE	9,463.21
TIER 2 DAM FEE	35,816.09
Total Revenue	\$68,332.54
GROSS PROFIT	\$68,332.54
Expenditures	
Total Expenditures	
NET OPERATING REVENUE	\$68,332.54
NET REVENUE	\$68,332.54

Collings Lakes Civic Association

Account List

Account	Balance
LIBERTY BELL CHECKING 155	236,852.65
LIBERTY BELL DAM ASSESSMENT 171	778,334.72
LIBERTY BELL MONEY MARKET 198	80,357.99
LIBERTY BELL PETTY CASH 1341	1,300.00
LIBERTYBELL GAMES OF CHANCE 163	3,762.05

Tuesday, February 28, 2023 07:44 PM GMT-05:00

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Dues Income February 2023

	TOTAL
▼ Revenue	
TIER 2 DAM FEE	35,816.09
TIER 2 ASSOCIATION FEE	9,463.21
TIER 1 DAM FEE	8,382.73
LEGAL FEES COLLECTED	5,121.55
TIER 3 DAM FEE	4,435.01
TIER 1 ASSOCIATION FEE	2,107.67
TIER 3 ASSOCIATION FEE	1,146.55
LATE FEES	783.61
NEW RESIDENT SET UP FEE	200.00
Total Revenue	\$67,456.42
▼ OTHER INCOME	
INTEREST INCOME	320.73
Total OTHER INCOME	320.73

Collings Lakes Civic Association

Transaction List by Vendor

February 2023

DATE	MEMO/DESCRIPTION	AMOUNT
HILL WALLACK		
02/15/2023		-12,360.13
LIBERTY BELL		
02/01/2023	Chargeback Fee	-10.00
02/07/2023	Chargeback Fee	-10.00
02/13/2023	Chargeback Fee	-10.00
02/23/2023	Chargeback Fee	-10.00
NEW JERSEY DIVISION OF REVENUE		
02/21/2023	Annual Report	-58.00
PENNONI ASSOCIATES		
02/23/2023		-312.60
Quickbooks		
02/21/2023	MONTHLY PAYMENT - February	-200.00
QuickBooks Payments		
02/01/2023	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-0.28
02/02/2023	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-0.64
02/14/2023	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-0.85
02/15/2023	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	-0.85

Dams Report

We have all permits in place and are waiting on our contractor to mobilize this month and start work.

Grounds Report

Welcome sign design has been submitted to Pro Sign. Board members will be meeting with pro signs to push thing along.

Working on proposals for beach clearing.

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Welcome Committee

We will be send out the welcome packages this week including the Easter fund raising flyer.

Fund Raising

Easter Egg hunt and flower sale 4-2-2023.

Folsom Day 5-6-2023

Committees

Looking to get more residents involved.

3-16-2023 6:00 pm Grounds and Fundraising Committee meeting.

New Business

Newsletters - We have 2-bids to make and distribute our newsletters.

Newsletter is posted online.

Apple printing - \$1156

Minuteman Printing - \$953.25

George made a motion to accept Minuteman printing's bid.

Motion was approved.

Trustee Report

George asked board members to look at HW invoice to try and have it approved tonight.

Henry - Nothing

AnneMarie – Nothing

Donna – nothing

Nell- nothing

Marie – nothing

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Open floor

Question – 1 Where are we with the welcome sign?

Working on getting final production from Pro Signs, waiting on invoice.

Question – 2 How much have we raised for the sign?

Approx. \$1500

Question – 3 Update on when Cushman dam work will start.

Waiting on firm commitment from contractor. 3-23

Question - 4 For residents on payment plans, when will second payment notice be coming out?

We do not send notices. It is the resident's responsibility to make payments on time.

Question – 5 How long once the work starts will it take for there to be water in the lake?

6 months. 9-23 Hopefully!

Question – 6 How come there is not a collection budget?

We will investigate this. Possible outsourcing?

Questions – 7 What about flyers for special events?

We do not want the added expense. Possibly WAWA and CLFM

Adjournment

Donna made a motion to Adjourn the meeting at 7:48pm. All were in favor.

Next meeting will be 4-6-2023 at 6:30 pm.

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