



SCOTT LAKE MAINTENANCE COMPANY

BOARD OF TRUSTEES

November 16, 2023

6pm – 8pm

Zoom and in Community Center

Call to Order 6:03 pm

ROLL CALL – BOARD OF TRUSTEES PRESENT:

☐ Eric Riffe ☐ Dane Johnston ☐ Judy Zygar ☐ Ben Snyder ☐ Tom Culleton ☐ Theresa Parsons ☐ Mike Pierce ☐ Marci Simmons ☐ Joe Viola

Zale Crawford, Pillar Financial – Investment strategies

- Zale gave a summary of investments that he is looking at to invest our monies in and where the market is today.
- Monthly statements with quarterly reports will be given to us.
- Charging an advisory fee -.67% of invested amount divided by 4 for the quarterly payments.
- Funds can be taken out without penalty when we need to access them.

ADOPTION OF AGENDA:

MOTION: It was moved by Theresa Parsons and seconded by Judy Zygar to approve the agenda with the following amendments

- Executive session regarding personnel matters
- Adding the code of conduct to the agenda

Motion passed unanimously.

MINUTES APPROVAL:

MOTION: It was moved by Theresa Parsons and seconded by Mike Pierce to approve the minutes as amended. Motion passed unanimously.

- Member comments: Cindy Hoey mentioned showing up to a meeting when the meeting was canceled.
- Will be on the 2024 schedule for the hydro races come before board for a vote
- Governance – homeowners should call the county to clean out their culverts unless it is under the driveway since that is the owner's responsibility. Also, a comment about trees with debris clogging culverts.
- Water – leak was on a line connected to the main system that does not service homes.

SLMC Member Comments and Board Responses – 30 minutes

3 minutes per member to speak.

- Marci – would like to thank everyone that comes, participates, and helps. Look forward to next year.

MOTION: It was moved by Marci Simmons and seconded by Joe Viola to go into executive session for 10 minutes regarding personnel issues. Motion passed unanimously.

The executive session started at 6:43pm.

Executive session ended at 6:50pm

OLD BUSINESS:

- Matt Patton - .60 raise – Eric

MOTION: It was moved by Judy Zygar and seconded by Tom Culleton to give Matt Patton a .60 raise per hour. 3 NO and 5 YES. Motion passed.

- Insurance Update – Joe
 - Penny sent all the info to Jennifer at American Family to get a quote. Once the quote is ready Jennifer will schedule a time to come out for an onsite visit.
- Code of Conduct – Updated version

MOTION: It was moved by Theresa Parsons and seconded by Joe Viola to accept the new Code of Conduct for BOT and Committee members. Motion passed unanimously.

NEW BUSINESS:

- Lean to for the Plant – Matt
 - Free standing structure for storage of larger equipment.
 - The following questions were asked:
 1. How many hours will it take to build?
 2. Where are the water pipes located?
 3. Do you have tools for storage/shelving – Budget?
 4. If we close off the walls, we may need a vapor barrier.
 - Penny will get the questions answered and bring them back to the Board at their next meeting.
- Matt's Time & Work Performance – Penny
- Committee Chair Replacement – Eric
 - Compliance – This is still open for now.
 - Architectural – Eric will take the lead on Architectural committee
 - Communications – Ben will take the lead on

- Bylaw's Town Hall Meeting – Mike
 - There was a good turnout at the Town Hall Meeting and the committee members were able to answer questions from the community regarding the proposed Bylaw changes.

MOTION: It was moved by Mike Pierce and seconded by Judy Zygar to let the Governance Committee have the authority to respond to resident's questions about the new documents and post those on Scott Lake Maintenance's website, Facebook and in the newsletter. Motion passed unanimously.

- Pictures with Santa – Sarah
 - The committee has someone who will be Santa Claus, but residents will need to bring their own camera to take the photos. Someone from the committee will assist families take photos if they want a group photo.
 - The committee would like to have a donation box during events and then hand over the money that has been donated to the Board for accounting purposes.
 - The committee would like to have a budget for next year.
 - We would like to get the Boards approval for the event and to post it on the calendar.
 - The committee also asked to bring back the Holiday Lights Contest with judging on Dec 18th after the Pictures with Santa.

MOTION: It was moved by Theresa Parsons and seconded by Marci Simmons to sanction the Christmas Light Contest proposed by the Events Committee. Motion passed unanimously.

MOTION: It was moved by Theresa Parsons and seconded by Marci Simmons to sanction the Photo with Santa with raffle event on Dec 17th. Motion passed unanimously.

- Holiday Tree Decoration – Sarah
 - The tree is dying, and Matt is trying to revive it.
 - The committee will hang lights on the small tree in front of the Community Center.

COMMITTEE REPORTS

- **Architectural and Compliance**
 - Penny has a computer file of all the community members that have received compliance letters and hard copies of them in the office and Dane has turned in the box of supplies.
- **Governance**
 - The committee will review and address questions that were asked at the Town Hall meeting and then post answers on the Website, Facebook, or the newsletter.

- **Parks and Rec**
 - Marci has been unwell for the past month but will resume soon. The park cables are still being unlocked on the weekend by Marci and Matt is unlocking them during the week. Matt will put a no trespassing sign on the cable.
- **Water**
 - The Water Committee will be collaborating with the Governance Committee to cover the water section of the Bylaws. The Water and Finance Committees are working together as well. KCL will be doing some minor work when they have time.
- **Finance**
 - Before the meeting, Zale, from Pillar Financial had emailed some information to her and Judy will make copies to hand out to the Board for their review. The Finance Committee will collaborate with Governance to cover the financial side of the Bylaws as well.
- **Events**
 - The committee meets the first Monday of every month at 7pm.
- Good of the order – Dane mentioned that on January 1, 2024, that there have been changes to rules on purchasing property. All buyers will be mandated to sign a Buyer Mandate Agreement.

Meeting adjourned at 8:14 pm.