

Twin Harbors Property Owners Association, Inc.
Board of Directors Meeting
August 12, 2017

Directors Present:

Paul Laverty, Steve Eckert, Debbi Roberts, Michael Farr, Joseph Polizzi, Don Wolf, Rick Garlock, and B. Milton (Chip) Choate

Directors Absent:

None

Guests Present:

Hazen Fanjoy, Barbara Dickens, Debbie Tanner, and Liz Segrest

Paul Laverty, President, called the meeting to order at 9:00am.

Paul asked the board to review the Minutes for the July 8, 2017 board meeting. Debbi Rooberts made a motion to approve the minutes for July 8, 2017. The motion was seconded and approved.

Treasurer's Report:

Treasurer Debbi Roberts reported the cash bank balances as of end of July, 2017.

Account	Balance
THPOA - Regular Checking	\$56,440.19
THPOA - Special Assessment Checking	31,509.51
THPOA - Petty Cash	15.40
Total Available THPOA Cash Balance	\$87,965.51
Road Deposits	1,000.00
Donations for Pool Fund	2,347.38
Special Pool Account	6,460.00
TOTAL BANK BALANCE	\$97,772.48

The board reviewed the balance sheet for the eleven (11) months ending July 31, 2017, the income statement for the eleven (11) months ending July 31, 2017, the income statement for the month of July 2017, and the statement of cash flow statement for the eleven (11) months ending July 31, 2017.

Chip Choate made a motion to approve the Treasurer's Report, the motion was seconded and approved.

Open Forum:

No one appeared in Open Forum.

Correspondence:

Chip Choate reported no correspondence received in the month of July 2017/

Complaints:

Steve Eckert reported no complaint letters were issued in the month of July 2017.

Building Permits:

Michael Farr reported three (3) permit requests were received in the month of July 2017. One permit was approved and two permits are pending.

Field Maintenance Activities:

Michael Farr reported the association tractor was utilized in the month of July 2017 for cutting a portion of subdivision right of way. All tractor maintenance is current.

Pool Report:

Paul Lavefty and Steve Eckert reported that the swimming pool continues to receive heavy use. Backyard Oasis is maintaining their weekly cleaning and maintenance schedule. Pump #3 has been repaired.

Other Business:

Rick Garlock and Don Wolf initiated a discussion on cleaning and marking the association storage yard. Rick and Don indicated their investigation concludes that there are forty-two (42) spaces available for renting. Association records are not clear as to who has rented which space. Rules for renting spaces need to be updated and a formal rental agreement needs to be initiated. Rick and Don will prepare a report and present to the board at the next board meeting. In addition, rental fees will be reviewed and recommendations received for increasing the rental fee.

Paul Lavery indicated the Twin Harbors Architectural Permit was under review.

Paul Laverty and Steve Eckert initiated a discussion regarding the issue of placing and/or installing signs on property within Twin Harbors. The primary topic centered on No Trespassing Signs. Paul recommended that purple markers be utilized as opposed to No Trespassing Signs. Steve will tour the neighborhood and make a list of properties with No Trespassing Signs so that letters may be sent.

Paul Laverty and Debbi Roberts initiated a discussion of the THPOA Budget for the Fiscal Year Beginning September 1, 2017 and ending August 31, 2018. The budget will be resubmitted for action at the September board meeting.

Paul Laverty reported to the board that installation of the two (2) new basketball backboards for the playing court, approved at the last board meeting, has been delayed.

Chip Choate initiated a discussion of the following documents to be mailed to property owners along with the September billing statement: October 2017 Candidate Ballot, Special Assessment Ballot, Voting Instruction Guide, Agenda for the October 2017 Annual Meeting, Agenda for the Special Board Meeting on October 21, 2017, and the August 2017 Winds. Debbi Roberts made a motion to approve the documents. The motion was seconded and approved.

Chip Choate reported to the board that there was a need for volunteers to help stuff envelopes on Thursday, August 31, 2017. Stuffing session to be held in the City of Onalaska conference room at 1:00pm. Chip will send out a reminder to board members and those who have indicated they will help stuff envelopes.

Debbi Roberts initiated a discussion to establish a \$25.00 administrative fee to prepare documents for title companies. Rick Garlock made a motion to approve the \$25.00 administrative fee. The motion was seconded and approved.

Chip Choate and Paul Laverty reported that the issuing of fobs has been delayed until after the pool closes.

Rick Garlock and Don Wolf reported to the board on the association storage yard. It is planned for the yard to be cleaned of debris, weeds, and bushes. The yard will be clearly marked with parking spaces. A lease contract will be required. New fee schedules will be submitted.

Chip Choate reported on the upcoming voting for board members. Six (6) property owners have filed as candidates. The time to register as a candidate has ended. A ballot listing all of the candidates will be mailed to property owners on September 1st. The ballot must be signed by the property owner and received by THPOA by 4:30pm on Tuesday, October 17th. All ballots will be retrieved by our vote tabulator, counted by the vote tabulator, and the results of the voting will be presented at the annual meeting.

Paul Lavery made the following announcements.

DATE	EVENT
Saturday, September 9, 2017	September 2017 Twin Harbors Board Meeting at 9:00am at the Twin Harbors Clubhouse. Everyone is invited to attend.
Tuesday, September 12, 2017	September 2017 City of Onalaska Council Meeting at 7:00pm at the Council Chambers. Everyone is invited to attend.
Tuesday, October 17, 2017	Last day, 5:00pm deadline, for the Vote Tabulator to receive completed ballots for Special Assessment voting and completed ballots for Board Member voting. Results of the voting will be announced at the annual meeting.
Saturday, October 21, 2017	Twin Harbors Annual Meeting at the Twin Harbors Clubhouse. Refreshments served beginning at 9:00am and the annual meeting begins at 10:00am.

The next board meeting is scheduled for Saturday, September 9, 2017.

Steve Eckert made a motion to adjourn. The motion was seconded and approved. The meeting was adjourned at 10:40am.

Respectfully submitted,

B. Milton (Chip) Choate
Secretary