



**Potawatomi Property Owners Association (PPOA)
Monthly Board of Director's Meeting
Date: May 27, 2017**

Board Members Present: Vern Wilcox(non-voting). Bob Sommers, Nancy Collyard, Rick Tello, Bill Schilling, Jane Juntunen left at 11:00 am. Absent: Bobbie Delizio

PPOA Members Present: _Tony Jacob, Matt and Tara Hentges

Meeting was called to order by _Rick Tello at 9:04 AM @ the Wanigan.

Minutes: Nancy read the minutes from October 22, 2016. Rick made a motion to accept the minutes as read. Bill seconded and the motion passed unanimously

Financial Report: Total income for 2016 was \$66,572.84.(Plus the Pittman donation of \$19,121.). The operating expenses were \$62,488.68. The Capital expenses were \$14,915.63. The checking account balance on Dec. 31, 2016 was \$27,403.71. The savings account balance Was \$119,377.45.

YTD income as of May 1, 2017 was \$40,748.92. The operating expenses were \$16,353.15. There Are no capital expenses YTD. The checking account balance on April 30, 2017 was \$51,799.48. The savings account balance was \$138,530.03.

Rental Report: As of May 26, 2016 the cabin rental charges are \$16,665.

Bob made a motion to accept the financial and rental report. Jane seconded and the motion passed unanimously.

Old Business:

Banking Procedures Update: Nancy has to go to the bank to sign a signature card.

Audit Procedures: Vern made a monthly documentation inspection sheet. This will provide Documentation that the treasurer (Bobbie) and Vern review the monthly financial information.

Capital Improvement Update:

Water System Update: There was a water break this spring in the shower building. This Has been fixed.

Wannigan Improvements: Jeff Pittman has the roof ½ done. When he is all done the Ceiling of the kitchen will be worked on.

Dock Rebuild: The swimming dock has been rebuilt. Jim Lancour worked on this with Vern. It is a cedar deck and Vern is going to check on when it should be sealed.

Septic Repairs/Replacements: Vern and Rick met with Amundson Septic this fall. There Is a septic tank that has 2 pipes going into it, but the tank is empty. This is more than likely The tank for the Caretaker and the Cedarwood, The 2 pipes are old clay pipes and the pipes are probably broken.

The island is divided into sections with the county. We will have to deal with all of the septic systems In each section. This section includes the Caretaker, Cedarwood, the Wanigan, Cabins 3,4,5, 6 and the shower building. Bill made a motion that Vern work with a plumber and the County to get this fixed. Bob seconded and the motion passed unanimously.

Window Replacemets Caretaker and Wanigan: Vern checked with Menards, H&H and Campbell Lumber. Scott Craker from Campbell worked with Vern and they chose Composite sliding pocket windows. All of the windows in the Caretakers have Measured and ordered. They should be here in 2-3 weeks. The total cost was \$5,200. Vern Recommends that we look into replacing some of the widows in the Wanigan.

Boat House Slab Removal: 5 dump truck loads of cement were removed from the beach and Replaced with sand. Vern will look into regulations for a firepit on the beach for owners and Renters. Nancy expressed concern for rules for the hours of use. Vern met with the insurance company and they recommended that we look into the safety of Grills. The fire extinguishers were not dated when they were put in service. Rick made a Motion that Vern buy new extinguishers. It was seconded by Bill and passed unanimously. We will discuss grills at the next meeting.

Cedarwood Hot Water Heater and Piping: Vern installed a hot water heater in the Cedarwood. He would like to install a water heater in Cabin 1. Nancy questioned starting New projects when we have so many started and wondered about how much use Cabin 1 gets. Vern says it gets a lot of use. Bill made a motion to go ahead with the hot water tank. Bob Seconded the motion. Nancy opposed the motion, the motion passed.

New Business:

New Owner Packets: Vern would like to provide information packets to all new owners. The Budget figures will be adjusted for the cost of these.

Property Joining Forms: Vern devised a new form for owners to sign when they join Properties. Nancy made a motion that Vern can join the properties without board input. Bob seconded the motion and it passed unanimously.

Pittman Donation: The Pittman's made a donations of \$19,122. They requested that this Money be used to drill a well in the campground. The board would like to honor that request. Vern would like to refurbish the bathrooms and drill a well at the same time. The board would Like to deal with the well first. Vern will talk to some well drillers and try to figure out the cost Of the plumbing.

Tony Jacobs was at the meeting to inquire about bring the overdue assessments on his late Father's property up to date. The board suggested that he check with a lawyer to make sure He owned the property and come back next month to pay the assessments. Vern does have a Legal agreement past due owners can sign to make payments.

2017 Budget: Vern presented a budget for 2017. The board requested that the cleaning

Deposits be removed from income and that printing be raised to \$2,000 and the office Supplies be raised to \$1,000 to cover the cost of the new owner packets. Nancy made a motion To accept the budget. Bill seconded and it passed unanimously.

The board went into closed session at 11:42 to discuss the assessment collections.
The board reconvened at 12:19 pm

Adjournment: Nancy made a motion to adjourn the meeting. Bill seconded and it passed unanimously.

Respectfully submitted by Nancy Collyard