

**Terry Lake Recreation Association  
P.O. Box 215  
Fort Collins, CO 80522**

**Board of Directors Meeting - February 9, 2009**

**Approved – Minutes - Approved**

**In Attendance:**

<u>Yes</u>	Mary Nowak, President	Terry Cove
<u>Yes</u>	Jack Lundt, Vice-President	West Side
<u>Yes</u>	Joe Bent, Sec/Treas./Bus.Mgr.	Terry Point
<u>No</u>	Kraig Ecton	Terry Shores
<u>Yes</u>	LeeAnn Bayer	East Side
<u>Yes</u>	Dan Meyer	Terry Shores
<u>Yes</u>	John Marwitz	Terry Point
<u>No</u>	Tex Anderson, Alternate	Terry Point
<u>No</u>	Todd Boyt, Alternate	Terry Shores
<u>No</u>	Derek Harvey, Alternate	Terry Shores
<u>No</u>	Randy Wassell, Alternate	East Side
<u>No</u>	Mike Wilkinson, Alternate	Terry Cove

**1. [Mary] Call to Order: 7:00 PM**

**2. [Mary] Quorum Count: Voting board members present: 6**

**3. [Joe] Reading and approval of the minutes from January 7th, 2009, Board of Directors meeting.**

**Motion:** Dan moved that the minutes be accepted as presented.

**Second:** John

**Vote:** Unanimous to accept the minutes.

**Action Item:** None

**4. [Mary] Recommended that we establish a phone chain to facilitate communication among the board.**

**Motion:** Mary moved that a phone chain be established.

**Second:** John

**Vote:** Approved unanimously.

**Action Item:** Mary will draft an email outlining a phone chain procedure. The result of that procedure should be that once an "item" has been communicated to all board members and agreed to by a majority of the voting members, then an email will be sent to all board members to "finalize" the result. If there are no recommended changes to the procedure outlined by Mary, then Mary's email will serve as documentation for the phone chain.

**5. [Joe] "Doggie" Bag Post Near Point Townhomes**

Some Point Townhomes owners would like to have a "doggie bag" post along the split rail fence on the eastern side of Terry Point. During discussion, it was pointed out that for other such posts, TLRA paid for the cost of materials while the particular HOA provided the labor. No concrete was used in other installations in case they had to be moved.

**Motion:** Joe moved that he research the cost and that TLRA would pay for the cost of materials while the Point Townhomes would provide the labor to install.

**Second:** Jack

**Vote:** Approved unanimously.

**Action Item:** Joe will email the other board members as to the cost.

6. **[Tony] Osprey/Eagle Nesting Poles**

Tony Seahorn has offered to contact the Colorado Division of Wildlife to have them repair/rebuild the two osprey/eagle nesting posts on the lake.

There was quite a bit of discussion about the best way to approach this with respect to getting it done. Among the items discussed was the best person to be the liaison with Greg Jessen, when to bring in the Colorado Division of Wildlife, etc. The motion initiated by Mary ended up with several parts.

**Motion:** Mary moved that:

1. Jack would be primary contact with Gregg Jessen, Joe as backup.
2. Jack and Joe will meet with Gregg concerning the following items:
  - a. Repairs to the osprey/eagle nesting poles
  - b. Doggie bag post on north east shore area of Terry Point
  - c. Continued east shore erosion control efforts
  - d. How many boat stickers would he like to have
3. If Gregg gives OK to the pole repairs, then give Tony the go-ahead.
4. After further discussion, the process was modified to give Tony the go-ahead to proceed up to the point where Div. of Wildlife needs access. DOW not to come out until after we get the OK from Gregg.

**Second:** John

**Vote:** Both approved unanimously

**Action Item:** Jack & Jack will meet with Greg after Joe returns. LeeAnn will contact Tony regarding this item.

7. **[Joe] Insurance - Information**

Joe reported that he should be getting the bill for our insurance policies this week or next. When it comes in, he will send an email to everyone letting them know the amount. Will also prepare the check, etc. for signature and send it to Mary and Jack since it will be over \$500.

**Motion:** N/A

**Second:** N/A

**Vote:** N/A

**Action Item:** Late breaking news: Joe got the insurance costs on the Tuesday after the meeting. The Officer & Director bonding insurance cost will be \$236 and the liability insurance will cost \$4,634 – total \$4,870. This is in line with what was paid last year. Both payments are due by Feb. 22<sup>nd</sup>. Joe will prepare checks, etc. and send them to Mary so that she and Jack can sign them and then mail the payment to the insurance agency.

8. **[Joe] 2008 “Ballpark/Swag” Income & Expense Statement –Information Item**

Joe reported that he put together an estimated summary Income and Expense for 2008 from past meeting minutes and the checkbook register. When he gets home and can review the records in more detail, he will refine it. He would like to use a similar format for 2009 and update it on a monthly basis. It was noted that CD interest earned needed to be added to the Other Income category.

Joe mentioned that one difficulty is that our dues income is realized in one fiscal year yet the expenses associated with that income are incurred in the following fiscal year. Therefore the Income & expense reports for 2009 will be a combination of cash and accrual items.

**Motion:** N/A

**Second:** N/A

**Vote:** N/A

**Action Item:** Joe will check with Dave Pusey and Tex Anderson to see if they can remember why TLRA decided to use a fiscal year. He will also check with the tax preparer to see what would be involved in switching back to a calendar year basis if that was the desire of the board.

The Income and Expense Report for 2009 will also include a detailed worksheet giving the details of monthly expenses.

**9. [Joe] Letter of Understanding for the Sinclair Property**

At the last meeting, we agreed to a three-way letter of understanding between the ditch company, the Sinclairs and TLRA that the lease should be “modified” so that their property has access to the lake. Joe did not recall that we agreed on who was to prepare the letter. Joe indicated that he did not think he could draft such a legal document.

**Motion:** N/A

**Second:** N/A

**Vote:** N/A

**Action Item:** Mary will check with Kraig about assistance with drafting the letter of understanding.

**10. [Joe] Membership status of 3100 & 3108 North Shields Road.**

Alan’s membership roster listed 3100 North Shields Road in the name of Rene Eles with a status of “shared”. 3108 North Shields Road is listed under the name of Inge Dirmhirm with a status of “active”. Joe mentioned that he had searched the Larimer County property database by address and got a “not found” for 3100 North Shields Road. It did list 3108 North Shields under the name of Inge Dirmhirm.

Joe wanted to know if we carry it on the TLRA records as one property, 3108 North Shields Road, not two?

**Motion:** N/A

**Second:** N/A

**Vote:** N/A

**Action Item:** A motion was not made and seconded but it was the consensus that there was only one membership – for 3108 North Shields Road.

Joe will research the rules and regs with respect to “estate” transfers. For example, does the membership cease if active or inactive dues are not paid annually while the estate is being settled? Or, if there is a lapse in dues payments, can back dues and the transfer fee be paid to bring the membership current with having to repay t initiation fee?

**11. [Joe] “Permanent” Boat Stickers**

Last year about \$470.00 was spent for permanent boat stickers. Getting replacements or extras was a problem because they had to be obtained from a vendor. Joe did a cursory check on label makers and found that we could get one where the data could be loaded from a PC and printed on “weather resistant” material. If I remember correctly the label maker was about \$150-\$175 which would be a one-time purchase. Label material was relatively inexpensive.

Once set-up was done, a complete set of labels for each boat, trailer, etc. should be relatively easy to make. Getting extras for new boats, etc. would not involve special trips or arrangements with vendors.

Joe would like, at least, to get some of the “weather resistant” material to see what it is like, check out the label makers in more detail. If the “weather resistant” labels would last a boating season, this approach might save us quite a bit of money in the long run.

If this approach appeals would like to have the go-ahead to investigate further.

**Motion:** None

**Second:** None

**Vote:** None

**Action Item:** After discussion, it was decided that Joe will get some sample label material to examine. A decision will be made at a later meeting.

**12. [Mary & Tony] Raise dues to include fish stocking.**

The question was raised as to whether or not we raise dues this year to cover fish stocking instead of relying on Fish Society contributions?

No formal motion was made on this item.

- Motion:** None  
**Second:** None  
**Vote:** None  
**Action Item:** There was discussion about keeping the membership better informed about not only the income and expenses of the TLRA but also about the various efforts about maintaining the lake as well as fish stocking, etc.

It was the consensus of the board that:

1. Dues not be increased this year.
2. We use the newsletter(s) and website to provide more information to our members and potential members about our income and expenses, about the "Lake Stewardship" efforts (erosion control, fish stocking to support the wildlife, etc.) A starting point of items to mention was the list of stewardship items that Tex and Tony presented at the 5-Year meeting.
3. When the dues notice goes out we will ask for e-mail addresses and the members would be will to receive notices and newsletter(s) by email rather than US mail. This would allow more frequent communication and save money. Participation in this effort may be small to start but may grow over a year or two.

**13. [John] Proposal for Terry Point Beach Enhancement**

John presented a proposal for enhancements at Terry Point (proposal attached) that included stump removal, adding sand to the beach area and the construction of picnic shade/shelter.

During the discussion of this item, concern was raised with respect to placing permanent structures on lake property. As a result, John's proposal was modified to limit the project at this time to stump removal, adding sand and trash removal. Estimated costs were: stump removal (\$700), adding sand (\$765) and trash removal (\$100). Total - \$1,565.

- Motion:** John moved that TLRA match up to 50% of the total estimated cost of \$1,565. The maximum TLRA contribution would be \$782.50.  
**Second:** Jack  
**Vote:** Approved unanimously.  
**Action Item:** John was given the go-ahead for this item as approved.

**14. [Joe] Dues notice - information item,**

In light of the discussion with respect to not raising the dues this year (Item 12) Joe will circulate a draft copy of the dues notice or comment prior to sending anything out.

- Motion:** None  
**Second:** None  
**Vote:** None  
**Action Item:**

**15. [Dan] Erosion control south of the Terry Shore launch.**

Dan presented information on erosion control efforts along the Terry Shore area and mentioned the need for more work south of the Terry Shore launch area. He requested up to \$1,000 in matching funds for this area. It will be discussed in more detail at the next meeting.

- Motion:** None  
**Second:** None  
**Vote:** None  
**Action Item:** This item was tabled until the next meeting.

16. Set next Board meeting date: Tuesday, April 7<sup>th</sup>, at 7:00 PM at John Marwitz's house.

Motion:  
Second:  
Vote:  
Action Item:

17. Motion to adjourn at 9:24 PM

Motion: John  
Second: Mary  
Vote: Unanimous  
Action Item: