

Coon Lake Hills Association Board
Meeting Minutes
July 23, 2025 at 6:30 p.m.

Opening: The regular meeting of the CLHA Board was called to order at 6:40 p.m. on July 23rd at the Marion Township meeting room.

Present: Jay Burkhart, Jeff Telder, Dawn Smith, Lynne Lewandowski, Cheryl Brunette, & Ross Huetteman

Excused: Brandon Barefield

Approval of Minutes: The minutes of the June 17, 2025 meeting were approved.

Treasurer's Report:

1. **Account Status:** Dawn reported on the current balance in our bank account. Dawn discussed 2 options to begin our reserve account; opening a savings account first then moving to a CD or going directly to a CD. The Board supported beginning with a savings account first to build up our Reserve account then eventually moving to a CD. This will allow us to have access to the money if needed without penalty. Dawn will open a savings account for the Association.
2. **Annual 2025 Dues:** A total of 101 families out of 107 have paid their dues. A total of 35 families utilized the new method of payment, Venmo to cover their dues responsibility. The process worked very well.
3. **Lien status:** As part of the lien process, Dawn investigated and validated all liens that are currently documented for the association. There are 6 families that will receive either a general letter or a registered letter depending on their outstanding dues amount. They will have until the end of August to respond otherwise; the liens will be placed as appropriate.
4. **Other financial items:** New computers are being purchased for the Secretary & Treasurer since they need to be compatible with the Windows 11 roll out. The current computers are 6 years old and based on their configuration, would not be able to support the new Windows platform.

Old Business:

1. Update on Lake Topics:

- a. Private Access to the Lake:*** The Board continues to work on implementing the Ice Fishing Procedure. Ross has taken the lead to determine an "identifier" for our fishers. A pail with our logo will be purchased and utilized this winter. A bright color will be used to easily identify from the shore. Ross will report his progress next meeting.
- b. Lake Quality:***
 - i. LakePro/Treatment update:*** Jay reported that in speaking with Keith, Tigris had surveyed the lake earlier this week. A

treatment will be done sometime next week depending on the findings. Several Board members voiced their concerns regarding the number of weeds and lily pads on the lake currently. Jay will communicate the concerns to Keith.

- ii. **“Balance” of Lake ecology:** Awaiting further information from Tigris

c. **Lake Wildlife:**

- i. **Geese Discussion:** Research is continuing to see if there are any other companies in the area that can do our goose egg round up in the spring. More information to follow.

d. **Lake Safety:**

- i. **No Wake Buoy:** For better visibility, the buoy will be relocated to the middle of the channel opposite the boat launch area.

- 2. **Insurance Policy Review:** Cheryl is still in the process of reviewing the policy. She had some questions regarding terminology which she is getting clarification on. More to follow.

3. **Association Activities:**

- a. **CLHA Fall Festival-** Lynne validated with the Board that the Association will provide the adult beverages, cider, and donuts for the activity. Board approved.
- b. **CLHA Public Website:** Lynne further investigated the process to shut down our website. She confirmed with the Board that we will keep our domain name (coonlakehills.com) but we will eliminate the plan that goes along with that name. We will unpublish the site, so it will no longer be visible to the public. Board supported moving forward.
- c. **CLHA 2025 Activity Dates:** Please mark your Calendar for these Board approved dates:
 - i. CLHA Fall Festival-Friday, September 19, 2025
 - ii. CLHA Holiday Party- Friday, December 5, 2025 (pending hall confirmation).

New Business

- 1. **New Neighbors:** None currently.
- 2. **Email/Document retention:** Lynne requested guidance as to the timeframe for maintaining electronic & paper documentation as it relates to the Association. A discussion ensued regarding possible cloud storage, and scanning of paper documents. Further investigation will take place regarding the business standards for retention. More to come.

Adjournment: Meeting was adjourned at 8:05 p.m.

Next Board meeting scheduled: Tuesday, August 19th @ 6:30 p.m. Marion Township

Future meetings: Tuesday, September 16th @ 6:30 p.m. Marion Township
Tuesday, October 14th @ 6:30 p.m. Marion Township
Tuesday, November 18th @ 6:30 p.m. Marion Township

Respectfully Submitted
Lynne Lewandowski
Secretary, CLHA