

03/09/2021

IN ATTENDANCE -

J. LEASE – PRESIDENT

J. WATKINS – VP

R. PLEW – TREASURER

G. POWELL – SECRETARY

Board Meeting Minutes – for 02/09/2021 – were reviewed

No changes offered – no changes made

Motion to approve by Plew – 2nd by Watkins

Lease / Powell - agreed

Randy – Finance

- Balance as of our meeting 03/09/2021 is \$18398.34
- Bill for \$110,00 for mailing invoices at US Post Office (Stamps)
- Box of envelopes for mailings invoices \$35.83 to Randy Plew
 - Motion to approve bills and payments by Powell – 2nd by Lease – Watkins – yes
- Deposit for \$2750 in Pier fees made today – not reflected in Bank statement yet,
- Additional \$800.00 in Pier fees picked up today from US Post Office will be deposited Wednesday 03/10/2021
- Motion to accept the Treasurers report by Lease – 2nd by Watkins – Powell - yes

Board Business Issues

- Check for Pier 35A has been received, but will be held until issue of pier assignment & location have been worked out between Dingledine and Roberts at this location. All four Board members agreed to this action.
- Powell will contact Dingledine's with this information and a request that as soon as a pier is installed at 35A, the Board will be notified and the check will be deposited.
- Lease asked if we had any returns on our mailings of invoices.
- Plew informed the Board as of today's date there have been no returned invoices due to address issues.
- These mailing addresses being used are contained in the QuickBooks program which can be accessed and shared with the Board members when needed. This file will also be available to the next EFAC Treasurer after Randy's term has ended.
- Board Liability Insurance (Errors & Omissions for Directors & Officers) is coming due on 05/30/2021. Randy has received the billing invoice from the Insurance carrier. The fee is \$795.00 for a three-year coverage of 05/30/2021 through 05/30/2024.
- The fee for the last three years was \$750.00.
- A motion was made by Lease to accept the insurance for this three-year coverage – 2nd by Powell – Watkins/Plew voted yes.

Old Business

- Pier Wait List – after reviewing multiple lists dating back to the Bradley era it was determined that a new list compiled using these older versions is needed and required going forward.
- Each list was checked to determine if the name was associated with property in Epworth Forest and that the person listed was the property owner per Kosciusko County Property GIS records.
- Names were then removed that did not comply with the above.
- Notes were added to this list showing how it will be used and maintained.
- This list will be added to the Document Section of the EFAC website as the Official Pier Wait list.
- This list will replace all previous Wait Lists and Displaced Lists associated with Epworth Forrest.
- With this new list in place, Pier 91C which was previously identified in Board Meeting Minutes has been offered to J. Kirsh-Burroughs.
- Contact was made and position has been accepted by J. Kirsh-Burroughs, an invoice will be mailed for the 2021 year.
- S. Doll had been notified of the Pier position of 91C previously, but due to the existence of multiple wait list as mentioned above they are now the first name on the Official Pier Wait List form.
- Motion to accept and confirm the Wait List and above information by Plew – 2nd by Watkins - Lease and Powell – yes

New Business

- Lease asked about invoice returns for those that had multiple piers.
- We mail out individual invoices, could one invoice be sent to those with multiple piers locations?
- Change invoices for future mailings to include lines for multiple piers.
- A separate line for each pier number being paid
- We would only have one mailing & customer would only need to write one check, but each individual line would identify exact pier number being paid.
- Randy indicated that per the features available in QuickBooks that this would be possible.
- Randy will update QuickBooks to handle this option for mailing in 2022 and beyond by him or a new treasurer as needed.

2020/2021 payments

- We had some billing issues associated with 2020 payments from three pier owners.
- Ashpole paid the 2020 fee this year – but – has not paid the \$150 late fee associated with the 2020 billing and has not paid the 2021 fee.
- Kokomo-Grace – has not paid the 2020 fee or late charges totaling \$200.00. Payment of the 2021 fee has not yet been received.
- Josh Johnson has an outstanding 2020 bill of \$150 and has yet to pay the 2021 fee. We understand that ownership has passed to the family but as of today no contact has been made to EFAC concerning any of these issues or payment.
- All the Board members agree that these fees and late charges need to be remitted.
- The Board will address when notices to all, including the above issues need to be handled.
- By-law's state there are to be three notices sent to those not paying pier fees
 - Non-payment for Off-shore is loss of Pier

- Non-payment for On-shore is the filing of a property lien for the fee and all associates cost to file and record the lien.
- These above options will be reviewed and implemented as soon as the new 5th Board Member can be agreed upon and installed.

Two individuals have been identified as possible 5th Board Members

- Brian D. Pyle – Attorney at Law in Warsaw, in
 - Mark Skibowski – Licensed Indiana Realtor - Broker/Owner RE/MAX Lakes
- Both have presented a resume outlining their careers and how it might help in being the 5th Board member.
- Jim has spoken to both individuals and they are interested in working with the Board.
- It was agreed that we would not vote on the 5th member at this meeting.
- Plew, Watkins and Powell will contact each of the above prior to our next meeting to further review and decide which individual we think would best fill the position.
- A vote will be taken at the April 6th Board meeting.

The next Board meeting is -

April 6th 2021 at 5pm CST / 6pm EST

Meeting closed at 600pm EST

G. Powell – Secretary