

08/15/2023 Board Meeting

IN ATTENDANCE

Matt Eberly - President

Bryce Cox – Vice President

Randy Plew-Treasurer

Gerry Powell – Secretary

Will Gooden – 5th Board Member

Board Meeting Minutes for 07/11/2023 were provided via email to each Board Member prior to this meeting for review.

Minutes reviewed by all.

No changes were requested.

No changes were made.

Motion to accept Minutes by Cox

2nd by Plew

All agreed – the motion passed.

R. Plew- Finance report

Balance as of today provided in check register emailed to Board and posted on the website.

See copy below-

Outstanding invoices = two, plus late fees – notices were sent by Plew – both are On-shore.

Atkins is a transfer to Addams at 8299 Wade. Randy, Matt and/or Bryce will do a knock on the door visit to introduce EFAC and clear-up the outstanding invoice.

Haffner at 8710 E. Susanna is a possible oversight on our part. Randy is reviewing his records and Will knows the family and will also verify to see if they show payment for 2023.

Pier Transfer Form –

Randy says the form needs reviewed and updated. The Board will address this in our upcoming meetings in September & October. The Pier Transfer Form needs to contain both the old owner & new owner mailing information, phone numbers to allow EFAC to contact owners if an issue would arise. This will allow a seamless transfer for future invoice mailings and contact information for EFAC.

At the present time not, all transfers are being sent to EFAC which causes errors in our tracking of properties. Randy is showing a 98% accuracy in our records as of our last mailings. Randy is presently getting information via word of mouth, contact by realtors asking about how the pier moves with the property and any outstanding payments needed at the closings, or by contacting new owners as he daily/weekly takes his golf cart rides through Epworth.

Randy is using his personal copy of Quik Books for EFAC records currently. EFAC will need to purchase a copy of Quik Books which will become the permanent record which can then be transferred to the EFAC Treasurer as designated by the BOARD for each year. This was agreed to by the Board members – but – we did not make a motion to proceed. This oversight will be corrected at the next Board meeting and the transfer process will then be started.

Matt and/or Bryce will get with Randy to review his reports and processes used to maintain & update Quik Books. This will allow the Board to transfer the operation of the Treasury position from Randy's program to EFAC's program and this Board for 2024 will be able to move forward with records & invoices.

Randy floated the idea of the Board using someone like "Link Accounting" to handle the yearly records updates and issuing the invoices and writing checks. There were differing thoughts on this proposal at this time. This is something the 2024 EFAC Board will need to address along with the costs and value of the process that would be required.

Open invoices –

We have two invoices that need to be paid. These are associated with the removal of pier sockets that were left over from the Community pier that were not previously removed. One invoice from Bryce Cox and one from Lakeland Pier Company. Bryce will send copies to Randy so payments can be made. The total for both invoices is \$700.00.

After discussion of work being done for EFAC by Board members it was agreed that this should not be done on a regular basis. A motion by Plew to not use Board members for EFAC work needing done was made. This was 2nd by Eberly, and Bryce, Gerry and Will concurred.

The website has been updated by Matt Eberly, we are now able to view Board Meeting Minutes and Financial reports under the Documents Tab and by clicking on the Minutes & Financial Tab within the website. This is a great improvement for all in access to records.

The Annual Meeting is September 9th at 9AM at the North Webster Legion Post. Signs will be posted at Epworth entrances this week to notify members.

Next monthly meeting will be the Annual meeting on September 9th at 9AM at the North Webster Legion Post.

The next monthly meeting will be October 10th at 5PM

Motion to Adjourn by Plew - 2nd by Eberly - All agreed- motion passed.

5:58pm EST
G. Powell – Secretary
Gerry & Powell

EPWORTH FOREST ADMINISTRATION COMMITTEE, INC 8/15/2023

4:47 PM

Register: MUTUAL BANK

From 01/01/2023 through 08/15/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee Deposit	Balance	Account	Memo	Payment C
01/13/2023				GENERAL FUND - Pl... j johnson 90.00	30,273.63	X
01/27/2023	1061	HINEN PRINTING		Office Supplies	Flyer & Envelo... 178.59 X	30,095.04
		Service Charges		Service Charge	5.00 X	30,090.04
02/01/2023	1062	BLUE RIVER DIGI...	29,665.04	Office Supplies	website hostimg	425.00 X
02/28/2023				Bank Service Charges	Service Charge	5.00 X
				29,660.04		
03/07/2023				-split-	Deposit	X 1,900.00
				31,560.04		

03/07/2023	-split- 33,370.04	Deposit	X 1,810.00
03/14/2023	-split- 34,980.04	Deposit	X 1,610.00
03/31/2023	Bank Service Charges 34,975.04	Service Charge	5.00 X
04/05/2023	-split- 36,925.04	Deposit	* 1,950.00
04/10/2023 NORTHWEST BANK GENERAL FUND - PI... 20,000.00 16,925.04 04/10/2023 1063 LINK			
ACCOUNTING ACCOUNTING 190.00 * 16,735.04			
05/04/2023	-split- 370.00	Deposit	17,105.04
05/25/2023	-split- 100.00	Deposit	17,205.04
07/06/2023 1065 UNITED STATES P... Office Supplies 68.00 17,137.04 07/06/2023 1066 W. R. Hall			
Insurance Insurance Expense 795.00 16,342.04			
07/11/2023 -split- Deposit 230.00 16,572.04 08/15/2023 -split- Deposit 100.00 16,672.0			