

## Portage Crooked Lake Improvement Association Board Meeting Agenda

04/01/2023

The purpose of the PCLIA is to preserve and improve the condition and quality of our lakes and the surrounding area. We strive to create a spirit of cooperation with all property owners on the chain of lakes.

Attending: Scott Maghan, Julie Maghan, Andy Larson, Tom Kaufhold, Kari Bunkers, Diane Lund, Chuck Lund Sue Weber, Christine Lasley, Dean Forchas Kris Picken, Mike Stuber, Joy Larson and Tim Kensok (By phone)

Excused: Lynn Bremer

Call to Order Meeting called to order at 9:06 am

Welcome to New Directors Christine, Sue, Dean and Tim

Review and Approval of Meeting Minutes for 10/08/22 Andy/Tom moved to approve. Minutes approved.

Treasurer's Report \$39,375.53 current balance. Discussion about depleting funds in the year they were donated. Recommended we deplete funds for year they were donated. Question regarding the water testing bill; RMB changed accounting software early in 2022 and we were told the bill would be coming out. Kari/Mike moved to accept Treasurer's report. Motion carried.

### Financial Topic

- From 4/2/22 Minutes – “Discussion involving definitions of the various funds. **Merging AIS and Healthy Lakes Fund categories** since AIS is a subset of Healthy Lakes. In addition, **Dues and General Fund categories will be combined.** We are implementing a reimbursement form and anyone seeking reimbursement will need to complete it, including the funds from which the expense is to be taken. Joy motioned, Tom seconded to accept Treasurer's report. Motion carried.”
- What did we agree to? What does it apply to? Deplete the current AIS funds before combining the two categories into one, Healthy Lakes Fund. Membership form will be revised for the 2024 membership dues. General Fund/Dues can be combined immediately.

### Committee Reports

Back to the Lakes: (Scott) Social at Deerwood Legion. Scott will update the membership on 501 (C) 3. Need to get the strong message out that we need funds to fight EWM. Discussion regarding property values decreasing due to the presence of EWM

Annual Meeting: (Scott)

- Ruttger's Cost would be \$850 for room rental, plus meal cost and \$20 resort fee. Above our price point.
- Other Options Heartwood in C is using caterer to provide alcohol on a trial basis. Caterer must provide food. The Bridge is another option. 40 Club in Aitkin may be a backup plan, but concerned about the distance.

#### 501(c)(3) Non-Profit: (Scott, Tom, Andy)

- Approved
- Amazon Smiles discontinued their program so we were not able to take advantage of it.
- Amended Articles of Incorporation required by IRS. Consistent with change to By-Laws. IRS requires revised Articles of Incorporation-The changes (change is Article 2) have been made and filed with the State of MN. Enables cheaper postage. May file for sales tax exemption. However, website indicates Lake Associations do not qualify. Andy will research.
- Donation – Received a \$1,000 donation from a foundation because we are a 501(c)3. Request was to split it between AIS and Fish Stocking
- Will be filing for reduced postage for the newsletter now that Articles of Incorporation have been amended
- Dean asked whether we need to provide receipt for donations under the 501(c)3; Not required. If requested, we will provide a receipt.
- Tim Kensok Donor Advised Fund-should be communicated to membership as the new 501 (C)3 Tim/Tom will research Donor Advised Fund; Andy will research 401 K and IRA options for donation. We will research and determine how to communicate to membership.
- Mike mentioned having a QR code in membership communication to link to Venmo/other payment modes. Question about having associate membership status for donations.

#### Healthy Lakes: (Kris and Scott)

- Milfoil (Kris/Scott)
  - Grants Kris applied for grants for 4 lakes (Sugar Bay was split out) Received \$4,500 for 3 lakes. We have to have someone different from chemical application vendor do the assessment. Potentially have \$7,000 between CWC and grant money Kris received. Question regarding availability of DNR grants; in the past we couldn't "double dip."
- Self-Treatment of EWM Bay Lake uses 2-4 D, but has a vendor apply it. Kris will check with Tim Plude to see if this is an option. Kris will check on training/licensing needed.

#### Membership: (Julie)

166 paid 53% of property owners

62 members in 2022 have not paid this year

Julie provided updated figures: 313 properties total 173 paid membership dues 55 members haven't paid. We sent out email reminder and mailed 28 reminders. 36 responded to the reminders. We are behind compared to where we were last year. **May 1<sup>st</sup>** deadline for June/July newsletter. Looking for volunteers to contribute to newsletter. Kari will write something about the new apparel. Webers will come up with content if others provide ideas. Lunds will do a Critter Corner. We will bring septic care/maintenance idea to Tom W. Chuck

Lund will do a short article on the difference between docking lights/navigation lights on boats.  
Lunds will write a short article on testing well water.

Navigation: (Chuck) Four new buoys obtained (with permit #) for slow/no wake zones. Do existing buoys need to be refurbished...new numbers? Chuicl

Boat Landing: (Andy) Submitted request for additional hours as in the past. County increased pay to \$20; have over ½ positions filled with higher wage. Inspectors are not obligated to work beyond September. Andy will follow up to ensure we get our personnel. We have been told there is a better accounting of hours served.

Water Testing: (Kris)

Fish Stocking: (Lynn) We can put 393 pounds of fish in the lake every 2 years, for a total of \$7,070 to stock the maximum number of walleyes. Back in the 70's we had walleye in the lake. Aren't sure how much the DNR was putting in. Mentioned we should put in the newsletter that "IF" we had \$7,070 we could stock maximum pounds. Scott Maghan will submit an article relating to fish stocking.

### Goals 2023

- \$250 grant – key float- (Kris) Educational DNR grant is discontinued.
- Fundraising: (Sue/Christine/Kari/Mike) Asked Spencer Johnson (Sota clothing) to design a new logo. Mari created a website addition and will again when merchandise is available (3) separate offerings. Sota clothing is hosting on their website. Mari is doing a marketing blitz as PCLIA gets 40% of sales. Other items-hats/key chains See website. Kari will check on children sizes for t-shirts/sweatshirts. Ideas surrounding membership incentives, including tiered membership options. Kari will try to get sample t-shirts/apparel to have at Back to the Lakes (even if not imprinted with the PCLIA logo.) Kari will need email communication list to market. We discussed automatic payments on dues. We will need a third party vendor. Tim/Tom will research vendors and the options.
- Lake Management Plan: (Kari) Current draft has been emailed to Board members, fashioned after Clearwater Lake's plan. We will discuss the action plan more at next months meeting. Please review prior to next meeting. Bylaws require us to present at the annual meeting. We hope to have it finalized for the fall annual meeting.
- Communication Strategy: (Scott) Scott will bring communication strategy to next meeting.
  - Website
  - Facebook
  - Email
- Non-Profit Education/Fundraising: (Tom/Mike/Andy) Entertained the idea of a silent auction at annual meeting instead of gift give away or a combination thereof. Can do a

silent auction at the meeting and/or online beforehand for those not attending the annual meeting. Sue, Christine, Kari and Andy will help Tom Kaufhold with silent auction. We will still give a few door prizes.

- Dean researched boating laws and available classes; they are only delivered online. It was suggested that Dean do a short informational talk at Back to the Lakes (aimed at adults) and perhaps at Family Fun day (focused on children.)
- Membership Opportunities: (Chuck) Chuck will have specifics at next meeting for tiered memberships for fundraising. Perhaps having a family membership option (non-voting), pet membership, corporate options, “bring a friend” to events; Chuck questioned whether we should have a golf fundraiser. Chuck is willing to lead the initiative with help from Tom K. Chuck will lead membership subcommittee assisted by Dean/Mike/Tom/Julie

### New Business

Bay Lake is looking to build a new township building and are meeting today to discuss that. Tom will reach out to Bay Lake association to see what they might be doing to contribute.

Adjourn Chuck/Tom moved to adjourn. Motion carried.