

# Robin Hood Lakes Lot Owners Association, Inc.

## Board of Directors Membership Meeting Minutes

March 14<sup>th</sup>, 2020

**1. Call to Order:**

Ruth Anne Joseph called to order the Membership Meeting of the Board of Directors of Robin Hood Lakes Lot Owners Association at 10:06 a.m. on Saturday, March 14<sup>th</sup>, 2020 in the Club House.

New procedure that all cell phones (recording devices) be turned off and placed on table before meeting can commence. Reason for new procedure...it has been reported that someone at prior meetings has secretly recorded meetings on their cell phone. This is illegal unless first informing other attendees that they are being recorded and they all give their consent. To do so without consent is unlawful and is subject to fines and possible imprisonment.

**2. Pledge of Allegiance was led by Ruth Anne Joseph.**

**3. Director's/Officers Present:**

- Ruth Anne Joseph.....President
- George Cibik.....Vice President
- Linda Riddell.....Secretary/Treasurer
- Donald Burger.....Director
- Jim Garr.....Director
- Stuart Scott.....Director
- Tami Rapatski.....Alternate Director

**Absent:** Scott Steidl.....(Excused).....Director

**Guests:** Robert M. Zito, President, RMZ Mgmt. Group, Financial Consultant

**Members in Attendance:** Zachary & Stephanie Flyte, David Riddell, Hal Touni, Jr., Hal Touni, Sr., Anthony Lilli, Cheryl Berry, Rebecca Tibbett and Chris Bujnowski

**4. Minutes of Previous Meeting:**

George Cibik made a motion to approve the minutes of the December 7th, 2019 Meeting. Linda Riddell seconded the motion, all in favor. Motion passed.

**5. Treasurer's Report:**

**Financial Report** during the period of **January 1, 2019 to March 11<sup>th</sup>, 2020** was presented by Robert Zito. George Cibik made a motion to accept the report, Donald Burger seconded the motion, all in favor. Motion passed.

**2018 RHL Full Audit**, which was approved on March 14<sup>th</sup>, 2020 at the Board of Directors Executive Meeting was available to all at this meeting.

**2020 Dues Payment** is due for full payment on March 31, 2020, unless an installment plan has been applied for and approved.

**Operating Account Transfer** in the amount of \$500 each month into the Reserve Account has been approved to begin in April, 2020.

**6. Old Business:**

**New Floor in Clubhouse: (Pending until Spring, 2020)**

Bids and quotes are being sought to install a new floor or to level the present floor in the clubhouse.

**7. New Business:**

**a. Proposed Dates for Board of Directors Membership Meetings:**

**Saturdays at 10:00 a.m.:**

**June 6<sup>th</sup>, 2020**

**September 5<sup>th</sup>, 2020**

**December 5<sup>th</sup>, 2020**

**Note:** These meetings are scheduled to be held quarterly on the first Saturdays of March, June, September and December at the discretion of the Board. Any changes to these dates will be posted on Community Bulletin Boards and via emails to those residents on RHL Email Distribution List.

**b. Coming Events:**

**Brunch with the Easter Bunny.....**Sunday, April 5<sup>th</sup>, 2020****

Starting at 11:00 a.m.

**Blood Drive.....**Sunday, April 5<sup>th</sup> 2020****

From at 9:00 a.m. to 2:00 p.m.

**Trout Fishing Season Opener (RHL Fishing Contest).....**Saturday, April 18, 2020****

Starting at 8:00 a.m. to 12:00 noon at the Fishing Lake.

Prizes will be awarded and refreshments served at noon at the Fishing Lake.

**Solid Gold Doo Wop Show.....**Saturday, May 16, 2020****

From 7:00 p.m. to 9:00 p.m. followed by a DJ and a Silent Auction.

Donations of appetizers and desserts are requested. Bring your own drinks & snacks.

## 7. New Business: (Continued)

### c. Projects in the works or being considered by the Board:

#### 1. Sand Erosion at the Swimming Lake:

After receiving and reviewing bids from various contractors the Board has hired a contractor to address the constant beach erosion problems. The beach area needs to be reconstructed to deter the water flow. John Motz of the Monroe County Conservation District has been of great help in planning this project. A contractor has been hired to level the ground when the weather permits.

#### 2. Lighting Fixtures in the Clubhouse:

A licensed electrician has replaced all of the lighting fixtures in the clubhouse, including the kitchen and office with LED fixtures and bulbs. This will give overall better lighting and a reduction in the electric bill.

#### 3. Drainage on Sherwood Drive:

In again working with the Monroe County Conservation District Representative, plans are being drawn up to address the water runoff along this drive.

#### 4. Enlarging the School Bus Stop Area:

After receiving and reviewing bids from various contractors the Board has made plans to enlarge the bus stop area to accommodate more and better parking. Dates for this project will work around school schedules and budgets. Tree removal has only been approved and completed at this time.

#### 5. Clubhouse Hall Storage Closet:

This storage closet was added at the time the clubhouse siding was done, but it was never completely finished on the inside. The walls need to be closed at the top, insulation needs to be added with drywall put up. Then shelves should be added to the finished walls to allow for storage. This work will be done by the Board Directors themselves on a "workday" to be scheduled in the near future.

#### 6. Trees Removed at Fire Lane at Upper Arrow Lane:

To give the Fire Department Trucks to get to the water shed, trees were cut down along the fire lane at Upper Arrow Lane.

#### 7. Speed Bumps on Roads:

To hopefully stop the cars speeding along the community roads, when the water company completes their work and the roads have been repaved, then large speed bumps will be installed on the problem roads.

#### 8. Streams Blocked with Debris:

When the weather get warmer, the Board Directors will start to check all of the streams with water flowing down to the lakes to clear them of debris, or if necessary to install pipes to assure constant movement of the streams. Residents are asked to volunteer to help clear the streams.

**8. Reports from Directors:**

**Lakes.....Jim Garr**

**Lifeguards/Beach Attendants:** A request for applicants for these positions was emailed to the Community. All Lifeguards must be certified and be 15 years of age. Beach Attendants can be teens of 15 years of age or responsible adults of any age.

**Fishing Lake Gate:** The gate to the Fishing Lake entrance on Queens Way will be opened at the end of March. A volunteer is needed to open the gate in the morning and to be sure to lock it at sundown.

**Buildings & Grounds.....Stuart Scott**

**Cinder Shed:** The retaining wall has been fortified. The Board will be looking into replacing the side door.

**Basketball Court:** Jim Garr cleaned the area of the basketball court and behind the cinder shed. Jim suggests that the court be given a new tar coating and markings. (Tabled until Spring)

**Roads.....Donald Burger**

The Board is looking into various drainage issues. Contractor will begin patching pot holes when the weather permits.

**Compliance Officer.....Tami Rapatski**

Newly appointed Compliance Office, Tami Rapatski, introduced herself. She will be setting up procedures and schedules to check all community properties for compliance to RHL Rules. Tami will be replying to complaints received at the RHL Administration Office from residents. Spring is upon us and properties need to be cleaned up.

**9. Open to Floor: For Relative Questions/Remarks from Home Owners:  
(One Speaker at a time with a five (5) minute limit)**

**The following includes items/issues brought up by Members:**

**Anthony Lilli asked questions on the following topics:**

**1. Budget Issues:**

Office wages – Joan Hurley, Office Manager is the only one paid on a fixed salary.

Lifeguards/Attendants – Paid under the Recreation item.

Shifts in budgets occurs when required because of improvements made.

**2. Aqua Water Co.:**

There are some issues that residents are having with work. Joan Hurley will forward any complaints to the Aqua Foreman.

Asked if Aqua Representative could come to the next BOD Membership Meeting in June to address their grand plans to the residents.

## 9. Open to Floor: For Relative Questions/Remarks from Home Owners: (Continued)

### Anthony Lilli asked questions on the following topics: (Continued)

#### 3. Snow Plowing:

How is contractor hired? Bids are requested every two years. Present contractor has always been the lowest bid and the most reliable.

#### 4. Uncollected Dues:

Financial report shows \$18,000 uncollected. Robert Zito replied that RHL is being pro-active in collections with 85% of dues being collected. For delinquent accounts RHL used a third-party collection agency who reports non-paying accounts to credit agencies.

#### 5. Surplus Money:

Why isn't surplus money given back to residents. Robert Zito addressed this issue. RHL used this surplus money for big issues that might come up.

#### 6. Ownership of Clubhouse and Common Areas:

Robin Hood Lakes Lot Owners own the clubhouse and common areas. This has been the subject of a complaint filed with the Attorney General's Office, which caused RHL Board to have the Association's Attorney address and debunk all of the questions in this report and to hire a title company do a search of ownership to prove RHL's case. This complaint was filed by one Board Director, along with two residents and at the end cost the Association \$2800 in lawyer's and title company's fees.

#### 7. Rules & Regulations / By-Law Changes:

How can we make changes to these governing documents? Ruth Anne Joseph addressed this issue. Just prior to Mr. Lilli's request in December, 2019 to make changes, the Board had worked many months to revise and update the **Rules & Regulations**. These proposed Rule changes were mailed out to the entire community for their input. All responses were discussed by the Board. (No response was received from Mr. Lilli at this time.) The finalized and Board approved document was presented to the residents who attended the BOD Membership Meeting on December 7<sup>th</sup>, 2019. As far as changes to the **By-Laws**, due to the latest issue which was approved by the Board of Directors in charge in May, 2011 and influenced by the management company at that time, Appletree, a new clause was inserted that changes to the By-Laws could only be made by approval (vote) of 75% of the membership voters. This clause totally restricted any subsequent Boards from making changes/additions, as it has been proven during Board Elections, RHL would never be able to get 75% of Members in good standing to even send back ballots, never mind approval for By-Law changes.

#### 8. Covenant Changes:

The restriction for not allowing any signs on properties is a part of the RHL Covenant and as such, the Covenant cannot be changed in any way.

**9. Open to Floor: For Relative Questions/Remarks from Home Owners: (Continued)**

**Anthony Lilli asked questions on the following topics: (Continued)**

**9. Motorized Vehicles/Boats on Lakes:**

In order to preserve the lake environment, the Board restricts no motorized boats on the Association's lakes.

**Rebecca Tippett:** Complained about chickens, cats and a rooster running loose by a neighbor. The rooster crows constantly disturbing the peace and the owner is feeding an abundant amount of stray cats, causing them to congregate all over the neighborhood becoming a nuisance running around and also spraying houses which create a bad odor.

**This matter has been sent to Polk Township, who has sent a citation to the owner.**

Stuart Scott made a motion to adjourn. George Cibik seconded the motion, all in favor.  
Motion passed.

**Adjourned Meeting at 11:07 a.m.**

**Minutes Submitted By: Linda Riddell, Secretary**

# Robin Hood Lakes Lot Owners Association, Inc.

## Board of Directors Membership Meeting Minutes

June 6<sup>th</sup>, 2020

**1. Call to Order:**

George Cibik called to order the Membership Meeting of the Board of Directors of Robin Hood Lakes Lot Owners Association at 10:05 a.m. on Saturday, June 6<sup>th</sup>, 2020 in the Club House.

New procedure that all cell phones (recording devices) be turned off and placed on table before meeting can commence

NOTE: Due to the Corona Virus Crisis, all present practiced social distancing, all wore Masks and less than 25 persons attended.

**2. Pledge of Allegiance was led by George Cibik.**

**3. Director's/Officers Present:**

- George Cibik.....Vice President
- Linda Riddell.....Secretary/Treasurer
- Donald Burger.....Director
- Jim Garr.....Director
- Stuart Scott.....Director
- Tami Rapatski.....Director

**Absent:** Ruth Anne Joseph.....(Excused).....President

**Guests:** Robert M. Zito, President, RMZ Mgmt. Group, Financial Consultant

**Members in Attendance:** Dave Riddell, Steven Bermudez, Cheryl Berry, Anthony Lilli, Zachery Flyte, Kris Bujnowski, and Betsy Mullan

**4. Minutes of Previous Meeting:**

George Cibik made a motion to approve the minutes of the March 14<sup>th</sup>, 2020 Meeting. Jim Garr seconded the motion, all in favor. Motion passed.

**5. Treasurer's Report:**

**Financial Report** during the period of January 1, 2019 to June 2<sup>nd</sup>, 2020 was presented by Robert Zito. Tami Rapatski made a motion to accept the report, Linda Riddell seconded the motion, all in favor. Motion passed.

6. **Old Business:**

**New Floor in Clubhouse:**

Floor will be done by the end of the year.

7. **New Business:**

a. **Proposed Dates for Board of Directors Membership Meetings:**

**Saturdays at 10:00 a.m.:**

**September 12<sup>th</sup>, 2020**

**December 5<sup>th</sup>, 2020**

**Note:** These meetings are scheduled to be held quarterly on the first Saturdays of March, June, September and December at the discretion of the Board. Any changes to these dates will be posted on Community Bulletin Boards and via emails to those residents on RHL Email Distribution List.

b. **Coming Events:**

**(Events have been postponed due to Corona Virus. Notices will be sent out if and When events will occur.)**

1. **Independence Day Picnic, Blood Drive and RHL Fishing Contest** are all postponed.
2. **Swimming Lake** will open after beach excavation is completed in June.
3. **Community Yard Sale:** Saturday & Sunday, June 27<sup>th</sup> & 28<sup>th</sup>, 2020.

c. **Projects in the works or being considered by the Board:**

1. **Sand Erosion at the Swimming Lake:**

Work will be completed this month.

2. **Drainage on Sherwood Drive:**

Members of the Board are in contact with John Motz of the Monroe County Conservation Dept. concerning drainage in this area in order to comply with their specifications.

3. **Enlarging the School Bus Stop Area:**

The Board is collecting bids for to have the tree stumps removed.

d. **Streams Blocked with Debris:**

Streams have been cleared out and residents have been asked not to put anything in the streams that would block the flow of water to the lakes.



**8. Reports from Directors:**

**Lakes.....Jim Garr**

**Beach Attendants:** Two beach attendants have been hired to work at the beach. They are NOT lifeguards. All swimmers are responsible for their own safety.

**Fishing Lake:** Lake has been stocked with fish two times this year. A new drain box with screen was installed and a small bridge was built over the small stream.

**NOTE:** Both the Fishing and Swimming Lakes water has been tested and is acceptable, the cleared streams are flowing as normal.

**Buildings & Grounds.....Stuart Scott**

**Cinder Shed:** The electrical system at the cinder shed has been repaired.  
Board is requesting bids for a new cinder shed door.

**Volleyball Net:** The net will be put up when the beach excavation has been completed.

**Roads.....Donald Burger**

The Board is continuing to look into various drainage issues.  
Pot Holes on all roads have been filled.

**Compliance Officer.....Tami Rapatski**

Violation letters will be sent out to owners whose properties are not in compliance with RHL Rules & Regulations. Complaints will also be filed with Polk Township Code Officer when applicable.

**9. Open to Floor: For Relative Questions/Remarks from Home Owners:  
(One Speaker at a time with a five (5) minute limit)**

**The following includes items/issues brought up by Members:**

**Kris Bujnowski:**

Asked about a black Lincoln car that is speeding through the community.

ANSWER: Driver has been warned.

Wanted to know why on Little John there is a stone wall across the stream.

ANSWER: Jim Garr will look into this matter.

**Steven Bermudez:**

Stated Speed Bump signs are missing from Lincoln Green Drive:

ANSWER: New signs are on order and will be installed when received.

**9. Open to Floor: (Continued)**

**Anthony Lilli asked questions on the following topics:**

Commented that when a member of the Board is speaking on Facebook, they should be careful how they word things.

Jim Garr made a motion to adjourn. Stuart Scott seconded the motion, all in favor.  
Motion passed.

**Adjourned Meeting at 10:40 a.m.**

**Minutes Submitted By: Linda Riddell, Secretary**