

## **NEW YORK CHAPTER ADK**

### **FINAL BOARD MEETING MINUTES**

**DATE/ PLACE/ TIME:** April 28, 2019/ 74 Lafayette Ave, Suffern, 10:30 AM

**IN ATTENDANCE:** Lisa North, Marty Kellerman, Bill Burns, Diane Booth, Suzanne Rocheleau, Susanne Flower, Mark Fedow, Guy Lingley, Terri Gabel, Eve Mancuso

#### **TOPICS FOR DISCUSSION**

##### Website

Brandon Hunt, our potential new webmaster spoke about the Tasks needed to be performed and the associated fees he would request to be paid. His rate would be \$ 18/hr.

Brandon anticipates approx. 20 hours for first month or two (= 40 hours) would be the time needed to upload many documents and bring the website up to date.

Going forward in season that effort would require approx. 2 hours per week.

Out of season, as there is not as much information to post, it would require approximately 2 hours per month.

Suzanne Rocheleau advised Form 1099 will be needed for his services as the amount paid would be over \$ 500.

Motion was offered by Marty Kellerman, seconded by Susanne Flower to retain the services of Brandon Hunt as the webmaster for approx. 40 hours for first two months plus approx. 1 or 2 hours per week in season and 2 hours per month out of season for the 2019 calendar year at a rate of \$ 18/ hr.

Vote in favor - Unanimous

Contact information for Brandon Hunt is Bshunt1412@gmail.com

#### **APPROVAL OF MARCH 31, 2019 MEETING MINUTES –**

Motion to the Meeting Minutes of the March 31, 2019 Board meeting was offered by Marty Kellerman, seconded by Bill Burns. Vote in favor - unanimous.

#### **REPORTS**

##### **SECRETARY – Eve Mancuso**

Proxy forms for voting on the Bylaws have been arriving by e mail.

Discussion followed regarding means of communication until such time the website is up and running. The members have an expectation of privacy so the distribution of e mailed material should be limited to the Hosting Committee, Chair and Secretary. Jerry Flower has been USPS mailing notices to those without e mail and that will continue.

Teri and Don Gabel will send Notices to Hosting to post events/ activities.

Hosting, Editor, and Chair. – are authorized to send things to Brandon Hunt for posting on the website when it is up and running.

Lisa North to contact Hosting for regular distribution of calendar through the email blasts.

### **TREASURER REPORT - Suzanne Rocheleau**

Received \$50 k from Susser. Board discussed potential investment options and to earmark it for specific capital improvement projects so it is not drawn down for many smaller not so important projects. Investigate specific safe options for investments at potential 4%, long term CD, laddered CD so an amount is always liquid. Lipsett said there is another distribution to be received. Suzanne will coordinate with Guy Lingley who had specific useful information on good investment choices. Discussed various options.

Vanguard account is doing very well.

Audit - spoke to Jim Amell regarding bi-annual audit. Cost will be approx. \$ 1200

To date has we have received approx. 18 proxy votes in the PO Box.

### **ACTIVITIES – Marty Kellerman**

Marty no changes to the calendar to report.

### **TOPICS FOR DISCUSSION (CONT.)**

#### **CAMP CHAIR – DON GABEL**

Motion was offered by Diane Booth , second by Teri Gabel - up to \$ 300 made be spent for Don Gabel to purchase gravel for turnaround area. Vote- all in favor - unanimous

This project may be reimbursed as a MCI.

Discussion regarding the need for flotation at swim dock as well as flotation needed at boat dock.

A full structural inspection needed for buildings.

Various projects were discussed – main lodge structural evaluation and potential repairs, structural evaluation and potential repairs on the cabins, rehabilitate the stove, and fix the gas supply.

MCI – amounts \$ 1368.25 x 2 years = \$ 2736.50 available for projects this year.

Teri/ Don Gabel to submit all receipts to Suzanne Rocheleau. She will collect receipts and process all MCI costs against second rent payment.

Steve - Lake Forman will investigate roof on main lodge.

Boric acid needed to discourage termites – Teri Gabel will purchase the product.

Crack filler for driveway repairs needed to mitigate cracking, use Sika Flex, self-leveling caulk - Teri Gabel will purchase.

All projects should go through Dan Gabel as Camp Chair.

Discussion – re: status/ condition of kayaks and row boats. Discuss new, user friendly locking system.

Also set up locking system for row boat that is “fool proof” so boats don’t keep coming loose and drifting away.

Steps along walking path and stone steps need to be replaced or reset. Can we use treated lumber?

All projects should go through Don Gabel to coordinate projects and avoid duplication of efforts. Don Gabel to provide updated project list.

Guy Lingley reported on porch railing- he spoke to Ray Kozma and Steve Barre. The company that was being investigated as a potential source is called Romancing the Wood – the owner is Dave. Guy Lingley will further investigate. Have been taking photos of numerous rails throughout NY. Re-use existing rails and add fill in sections to meet code.

**Registration Form Committee- Suzanne Flower, Mary Hilley, Mary Ann Poris**

Started the review of the current forms to determine if an update is needed. Discussion will continue after lunch at work weekend.

**MAY 4 WORK WEEKEND AND VOTE**

Don Gabel and Steve Barre will coordinate projects.

Eve Mancuso, Susanne Flowers will coordinate voting for the Bylaws. Table will be set up in the corner of the lodge. Eve Mancuso will bring materials and box for voting. Count will proceed at 2 pm after voting is closed.

**OTHER ITEMS:**

Jerry Flower asked a question- how he can respond to inquiries regarding a new member coming up to visit the camp prior to making a decision. Discussion followed- who will be responsible for them that day. Host will be busy with their usual hosting responsibilities and not able to show a potential new member around. Jerry Flower will think about “process” and report back.

Don Gabel will provide contact info for sending him messages to be placed at the desk in the event of an emergency.

New York Constitution to recognize environmental rights of people in NY. Each individual shall contact the Legislators to so vote for the Bill.

Eve Mancuso to re-send notice to members ASAP to get as many to respond as possible.

Teri/Don Gabel will make up new Host parking stall signs to provide clear direction to members on the parking spaces reserved for the Hosts use.

Next meeting May 16, 2019. 7 pm.

Meeting adjourned.

Respectfully submitted,



Eve Mancuso  
Secretary to the Board