



**Lake Wynonah Property Owners Association  
Board of Directors Meeting Minutes  
Thursday, February 8, 2024, planned start 6:00 pm**

The Lake Wynonah Property Owners Association (LWPOA) Board of Directors (BOD) held a meeting.

**CALL TO ORDER**

Board President Lisa Laudeman-Jones called the meeting to order at 6:06 pm.

**ROLL CALL**

Name	Position	Present	Virtual	Absent
Lisa Laudeman Jones	President	X	-	-
Frank Miller	Vice President	X	-	-
Brian Magazu	Secretary	X	-	-
Mike Flynn*	Treasurer	-	X	-
Shawn Wootten	Assistant Treasurer	X	-	-
Susan Hummel	Director	X	-	-
Steve Kesselmeyer	Director	X	-	-
Bob McQueary	Director	X	-	-
John Root	Director	X	-	-
Heather Haspert	Community Manager	X	-	-
Liz Reifinger	Assistant Community Manager	X	-	-
Marie Manley	Rep, Hardenbergh Insurance Group (HIG)	X		
Kim Gialanella	Regional Mgr., 1 <sup>st</sup> Residential	-	X	

\*Mike Flynn lost connection part way through the meeting, he is listed as absent on some votes.

**PRESIDENT'S REPORT**

Lisa opened the meeting by introducing the Board and special guests. She then called on Marie Manley, from Hardenbergh Insurance Group (HIG) to review all the LWPOA's insurance coverage. See the 'New Business' section of the minutes for additional information on this matter.

**APPROVAL OF MINUTES**

Three (3) sets of minutes were approved. See *Motion* Addendum #1 for additional information.

**TREASURER'S REPORT**

Shawn Wootten and Mike Flynn provided an update on the 2024 Budget Working Group. See the "New Business" section for more information.

**COMMUNITY MANAGER'S REPORT**

Heather Haspert, Community Manager provided the following report:

- Liz Reifinger provided a status summary of the boat slips/docks rental. The LWPOA has rented all the 119 slips/docks and there is a 3-5 year waiting list. Liz communicated that 10% of the membership who rent slips had negative comments about Event Groove, the POA's electronic commerce application. Specifically, members and residents were caught off-guard by the

administrative fees charged to use the application. The BOD had a lengthy discussion on the matter. The BOD took the following actions to mitigate the issues with Event Groove :

- Event Groove will remain the primary e-commerce application of the LWPOA.
- The Board apologized to the staff and the Membership for failing to better communicate all aspects of implementing e-commerce application within the LWPOA.
- Lisa asked the BOD whether they should continue using the Event Groove application but refund all administrative fees. The BOD unanimously agreed to that course of action.
- Liz reported, on February 9<sup>th</sup>, the LW maintenance staff would receive the new dump truck that was ordered in Spring 2023.
- Heather shared with the BOD the status of a vacant lot on Montana Drive.
- Heather provided background on a member who has habitually failed to pay LWPOA dues and assessments. The Member has been \$18,000 in arrears for several years with the LWPOA and has already been foreclosed on. A motion to send the property to the sheriff's sale was presented and rigorously discussed. See the *Motions* Addendum for more information.
- She briefed the BOD on Benesch Engineering's dam bridge proposal. See the *Motions* addendum for additional information.
- Heather informed the BOD about preliminary work to leverage Survey Monkey to gain insights on our Membership, Residents, and guests on how they use the community's amenities.

### **COMMITTEE REPORTS**

**ARC** – No update.

**DAM** – Bob McQueary provided a committee charter and other topics. See 'New Business' Section.

**FINANCE** – See Budget Working Group comments in the 'New Business' section.

**FISH & BOAT GROUP** – Liz shared that the Feb 17<sup>th</sup> Boaters Safety course is nearly sold out.

**LAKES** – Susan Hummel asked the BOD to consider if we should have an electric boat sizing policy.

**LODGE** – John Root provided initial information to expand food operations outside, and potentially to the pool. The BOD suspended the discussion until the committee develops a comprehensive plan/budget.

**SAFETY & SECURITY** – Steve Kesselmeier's comments are in the "New Business" section.

### **OLD BUSINESS**

- Bylaw Review Subgroup: Susan Hummel re-started the effort. She agreed to pull all the directors' inputs together and facilitate a complete set of draft by-laws that attorney Sugarman could review. John Root offered to provide his suggested updates.
- Steve provided an update on security automation. Brian Magazu made a *motion* to select PSX so the committee could continue with negotiations with one security automation firm, Shawn seconded the motion. See the Motion Addendum for additional information.
- Selection of future lifeguards was not addressed. This topic was tabled for a future meeting.

### **NEW BUSINESS**

- Marie Manley, Business Development Manager, Hardenbergh Insurance Group (HIG) provided a report on LWPOA's Insurance coverage. She facilitated a discussion on multiple insurance matters facing the LWPOA.
  - The LWPOA's insurance renewal date is July 24, 2024
  - There are three (3) primary insurance carriers that cover property owners' associations.
    1. AIG Resort Financial

2. The Cincinnati Insurance Company
  3. Philadelphia Insurance Company
    - Lloyds of London was also mentioned as an extraordinary risk carrier
- Insurance costs continue to increase. Last year saw an 8-9% increase across the board.
  - The LWPOA carries sufficient Cyber Insurance to protect the membership from cybercrimes and e-money losses. The BOD commented on the importance of this coverage given societies' and the POA's increased reliance on internet and electronic systems to administer LWPOA activities and all financial matters.
  - Key attributes of the LWPOA Community that drive insurance needs and costs:
    1. Members/guests access to the two lakes.
    2. Allowing motorized boats on Lake Wynonah.
    3. Having a lodge and multiple other amenities, such as a pool.
    4. Serving food and alcohol at the lodge.
    5. Having lakes with active spillways and Lake Wynonah's high dam.
  - The BOD members and HIG voiced concern that the LWPOA may be underinsured.
    1. The LWPOA carries several coverages, each was discussed. By unanimous consent, the BOD agreed that the POA needs to consider additional coverage to protect the Membership from a catastrophic loss. Norms for other POA's with similar amenities and risks suggest this course of action.
    2. Brian Magazu asked Shawn Wootten if he and Mike Fynn would take action to prioritize on-going budget formation activities to address insurance shortfalls. Shawn, Mike, and Marie will work together and be prepared to address the issue and explain it to the Membership at the next Open BOD Meeting (April '24).
    3. John Root asked if Nationwide Insurance is considered when HIG is competing for carriers. Marie assured the BOD that she would leverage Nationwide and the entire market to obtain the best coverage for the price.
    4. Brian and Bob engaged in a discussion about the Dam risks. Bob summarized that collecting dam data, having the dam committee review it, and leveraging Benesch Engineering's study and physical mitigation work, may over time reduce the risk profile of the dams.
    5. Bob mentioned the possibility of a bond to mitigate the cost associated with Pennsylvania Department of Environmental Protection requirement for dam owners. He mentioned the Dam Committee will investigate PA and USG Department of the Environment programs to help communities like the Lake Wynonah POA defray the risk/cost of our dams.
  - Shawn provided a summary for the on-going budget formation activities. Their group is meeting regularly to develop the POA's 2024 budget. Scheduled working group meetings are February 7<sup>th</sup> and 20<sup>th</sup>. Based on the Social Security COLA, there will be a 3% POA dues increase.
  - Kim Gialanella facilitated discussions on key activities called out in the POA's Strategic Plan:
    - Bylaws update: see previous discussions on this matter.
    - Electronic Voting: The BOD will work with legal counsel to provide an electronic voting capability for the LWPOA Members. For example, the percentage of the LWPOA

Members who participated in the recent hardcopy BOD elections was approximately 21% of the entire membership. The BOD firmly believes electronic voting can increase Member participation in key community matters. The LWPOA has the financial incentive to avoid the cost of paper ballots and elections. Each election that disseminates via USPS, collects, and counts paper ballots costs the LWPOA over \$14,000.00. Electronic elections using available software will cost the POA about \$300.00 per election.

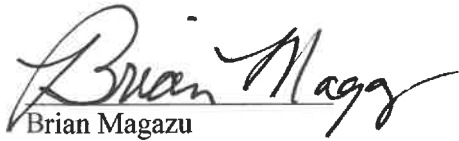
- Automated Security Enhancements: Steve provided the BOD with an update on selecting a firm to automate our Navajo Drive and Tom-Tom gates, and the security processes associated with entering and exiting the community. These changes will have no impact on the existing KRE security staff or contract. However, the BOD expects existing KRE security staff will be used to address other community priorities beyond the gates. Discussions are taking place with PSX to define specific scope and cost. Steve took the action to work with the Office Staff to develop a communication plan to inform the Membership and Residents of the changes coming in the Summer of 2024.
- An update of the LWPOA Strategic Plan will occur at the May 2024, BOD meeting.
- Susan shared concerns about the potential of non-powered watercraft contaminating our lakes with invasive species. A robust discussion ensued. Many good points were shared but the discussion concluded with board members reiterating that Members, Residents and Guests must self-police all their recreational vehicles and implements that they use in our lakes.
- Bob shared an updated policy on lowering Fawn Lake and Lake Wynonah. Fawn will be lowered by 4-5 feet on years that end with 0 and 5. Lake Wynonah will be lowered 4-5 feet every year starting 1 November to 1 February. A *motion* was offered to accept the revised policy. See the motions addendum for additional information.
- Bob briefed the election of officers for the new Dam Committee. He also made the case that all ten committee volunteers have many demands on their time. He made the case that all volunteers should be voting members. A *motion* was offered. See the Motions Addendum for additional information.
- Lisa presented a list of new members. Steve made a *motion* to approve the new members. Frank seconded; the motion passed with 7 affirmative votes.
- The next Open Board meeting will offer a budget to the members: March 20, 2024, at 7:00 p.m.
- Other planned Open Board meetings:
  - April 13, 2024, at 9:00 a.m. quarterly meeting
  - April 27, 2024, at 10:00 a.m. Electronic Voting information demonstration.

## **ADJOURNMENT**

There were no further comments from the BOD members.

Frank made a *motion* to adjourn the meeting. Steve seconded the motion to adjourn, with no further business. This meeting adjourned at 9:45 p.m. The motion carried by unanimous consent.

Respectfully Submitted by:



Brian Magazu  
LWPOA Secretary

11 April 2024  
Approved

**Addendum 1, LWPOA Board Motion Page, February 8, 2024**

**1. Motion** by Steve Kesselmeyer, seconded by John Root to approve the Open BOD meeting minutes from the January 15, 2024, Lake Wynonah Board of Directors Meeting. Motion carried by a vote of 9 Yea, 0 Nay, 0 Absent.

Director Votes - Yea

Lisa Laudeman Jones, Frank Miller, Brian Magazu, Mike Fynn, Susan Hummel, Steve Kesselmeyer, Bob McQueary, John Root, and Shawn Wootten.

Director Votes – Nay

None

Director Votes – Abstain or Absent

None

**2. Motion** by Bob McQueary, seconded by Steve Kesselmeyer to approve the BOD meeting minutes from the January 15, 2024, Lake Wynonah Board of Directors Meeting. Motion carried by a vote of 9 Yea, 0 Nay, 0 Absent.

Director Votes - Yea

Lisa Laudeman Jones, Frank Miller, Brian Magazu, Mike Fynn, Susan Hummel, Steve Kesselmeyer, Bob McQueary, John Root, and Shawn Wootten.

Director Votes – Nay

None

Director Votes – Abstain or Absent

None

**3. Motion** by Susan Hummel, seconded by John Root to approve the BOD meeting minutes from the January 11, 2024, Lake Wynonah Board of Directors Meeting. Motion carried by a vote of 9 Yea, 0 Nay, 0 Absent.

Director Votes - Yea

Lisa Laudeman Jones, Frank Miller, Brian Magazu, Mike Fynn, Susan Hummel, Steve Kesselmeyer, Bob McQueary, John Root, and Shawn Wootten.

Director Votes – Nay

None

Director Votes – Abstain or Absent

None

**4. Motion** by Brian Magazu to select PSX as the primary bidder to provide security automation services. This selection will allow Steve Kesselmeyer to hone negotiations and report specific costs and terms back to the BOD. Shawn Wootten seconded the motion. Motion carried by a vote of 8 Yea, 0 Nay, 1 Absent.

Director Votes – Yea

Lisa Laudeman Jones, Frank Miller, Brian Magazu, Susan Hummel, Steve Kesselmeyer, Bob McQueary, John Root, and Shawn Wootten.

Director Votes – Nay

None

Director Votes – Abstain or Absent

Mike Fynn

**5. Motion** by Frank Miller, seconded by Lisa Laudeman Jones to send a foreclosed property to sheriff's sale. Motion carried by a vote of 7 Yea, 1 Nay, 1 Absent.

Director Votes - Yea

Lisa Laudeman Jones, Frank Miller, Brian Magazu, Steve Kesselmeyer, Bob McQueary, John Root, and Shawn Wootten.

Director Votes – Nay

Susan Hummel

Director Votes – Abstain or Absent

Mike Fynn

**6. Motion** by Bob McQueary, seconded by Brian Magazu to accept Benish Engineering proposal of \$6,000.00 to study the Lake Wynonah spillway bridge. The motion was carried by a vote of 8 Yea, 0 Nay, 1 Absent.

Director Votes - Yea

Lisa Laudeman Jones, Frank Miller, Brian Magazu, Steve Kesselmeyer, Susan Hummel, Bob McQueary, John Root, and Shawn Wootten.

Director Votes – Nay

None

Director Votes – Abstain or Absent

Mike Fynn

**7. Motion** by Steve Kesselmeyer, seconded by Frank Miller to accept all new members presented. The motion was carried by a vote of 8 Yea, 0 Nay, 1 Absent.

Director Votes - Yea

Lisa Laudeman Jones, Frank Miller, Brian Magazu, Steve Kesselmeyer, Susan Hummel, Bob McQueary, John Root, and Shawn Wootten.

Director Votes – Nay

None

Director Votes – Abstain or Absent

Mike Fynn

**8. Motion** by Brian Magazu, seconded by Shawn Wootten to accept the new lake lowering policy. The motion was carried by a vote of 8 Yea, 0 Nay, 1 Absent.

Director Votes - Yea

Lisa Laudeman Jones, Frank Miller, Brian Magazu, Steve Kesselmeier, Susan Hummel, Bob McQueary, John Root, and Shawn Wootten.

Director Votes – Nay

None

Director Votes – Abstain or Absent

Mike Fynn

**9. Motion** by Bob McQueary, seconded by John Root to accept the new Dam Committee Charter to include allowing over 3 members to be voting members. The motion was carried by a vote of 8 Yea, 0 Nay, 1 Absent.

Director Votes - Yea

Brian Magazu, Lisa Laudeman Jones, Steve Kesselmeier, Susan Hummel, Bob McQueary, Frank Miller, John Root, and Shawn Wootten.

Director Votes – Nay

None

Director Votes – Abstain or Absent

Mike Fynn

**10. Motion** by Bob McQueary, seconded by John Root to accept Tim Bouse as Chairperson of the Dam Committee. The motion was carried by a vote of 8 Yea, 0 Nay, 1 Absent.

Director Votes - Yea

Brian Magazu, Lisa Laudeman Jones, Steve Kesselmeier, Susan Hummel, Bob McQueary, Frank Miller, John Root, and Shawn Wootten.

Director Votes – Nay

None

Director Votes – Abstain or Absent

Mike Fynn

**11. Motion** by Bob McQueary, seconded by John Root to accept the volunteer members of the Dam Committee to be voting members. The motion was carried by a vote of 6 Yea, 2 Nay, 1 Absent.

Director Votes - Yea

Brian Magazu, Steve Kesselmeier, Susan Hummel, Bob McQueary, John Root, and Shawn Wootten.



Director Votes – Nay

Lisa Laudeman Jones and Frank Miller

Director Votes – Abstain or Absent

Mike Fynn

**12. Motion** by Frank Miller with a second by Steve Kesselmeyer to adjourn, with no further business, the meeting was adjourned at 9:45 p.m. The motion was carried by a vote of 8 Yea, 0 Nay, 1 Absent.

Director Votes - Yea

Lisa Laudeman Jones, Frank Miller, Brian Magazu, Mike Flynn, Shawn Wootten, Susan Hummel, Steve Kesselmeyer, Bob McQueary, and John Root.

Director Votes – Nay

None

Director Votes – Abstain or Absent

Mike Flynn

**Addendum complete.**