

LAKE LOUISE COMMUNITY NON-PROFIT CORPORATION (LLCNPC)

EXECUTIVE BOARD MEETING

MEETING MINUTES

Matthews Public Safety Building

The LLCNPC met for a special board meeting on \_\_\_\_\_ at \_\_\_\_ hrs.

**MEMBERS PRESENT:**

Joe Stam, President

Aaron Bunker, Vice-President

Mike Fassler, Secretary

Yvette Delaquito – Treasurer

Tom Lohman, Member

Doug

Sharon Clark

Ann Otte (via phone), Member

**MEMBERS NOT PRESENT:**

None

**GUESTS:**

None

**QUORUM:** A quorum was established.

**DISCUSSION:**

- **Storage**
  - Building. Can't get a big enough building. Need a 12 x 16 building. Get bigger size than what you think you need to accommodate more than what you expect. A portable building would be best. Snowmachine club and fire department will need to use it as well. Buy twice the size.
  - EMS is giving only one bay out of Safety building to Fire Department.
  - Joe can get 5 drawer locking file cabinets for \$20 apiece from state surplus. In winter when quiet we can go through paperwork and get it organized. We could also digitize files.

- Anchorage School District warehouse may also have files that can be purchased or free. Yvette will check availability before we commit to purchase.

- **Boat**

- (Joe Stam) A lot of correspondence and discussion has been made about the boat ownership and the disposition of the boat. Joe has worked on this a lot and what he has done with advice from our legal advisor and others is: this is something that we need to do. The boat remains under the control of the LLCNPC and stays under its control and the fire department will use it in the future.

"I would like to bring a motion to the floor of the Special Board of Director's Meeting stipulating that all issues regarding the boat, it's use and/or its affiliation with one or more organizations to an agreement with an existing fire department, any other fire department, the MatSu Borough, or any other organization be decided solely by the Board of Directors. This is necessary due to the complex nature of the underlying issues which include, but are not limited to: liability, insurance contractual or otherwise. Specifically, the disposition of the boat, whatever that may be, is a Board issue and shall not be subject to debate or decision by the general membership."

Mike Fassler seconded the motion.

**DISCUSSION ON MOTION:**

- Sharon Clark asked if it would interfere with fire department issues. No.
- All this is doing is making this a Board of Directors issue and not a general membership issue. Comments and debate from the general membership are welcomed to aid in the Board of Directors making the final decision on disposition of the boat.
- Mr. Stam iterated out of the by-laws (Article 3, Section 1) that decisions are to be made by the Board of Directors.
- Opening up to the general membership would be futile as there are too many opinions as to what the disposition should be and that's why we have a Board of directors – to make these decisions. If the membership doesn't like this procedure, then their venue for change is during the election at the annual meetings.
- All but one voted to pass the motion. Agreed by all parties to avoid chaos at the annual meeting.
- (At this point, one more attempt is made to connect with Ann for her vote on this issue via phone.) Connection was made and the motion was read to Ann by Sharon Clark. Ann voted Yes on the motion. A 6 to 1 vote.
- Question was raised as to why did we have to go to an Executive Session to decide this? It will be raised at the annual meeting, but getting together to have a consensus from the Board's perspective deemed necessary in order for all to be on the same page.

**EMS ISSUES:**

At this point, Mike brought up the fact that he missed telling during the last meeting on how to get a hold of EMS responders. If it comes up at the annual meeting, the answer is that you call 911 and ensure you are talking to the Palmer police. Palmer police has an order list that they call and if they get no response from Beverly Matthews (first), Judy Bertuca (Second), or Mike

Fassler (third), they will automatically call Sutton and Sutton will respond. It is actually at Victory Bible Camp. If the nature of the call requires an ambulance, it will automatically be dispatched. The call sets off a series of events to make sure that there is a response to the lakes area. That is the way it is supposed to work. Previously the 911 system didn't work. All the operators of all the systems know that we are to talk to Palmer police and we need to ensure that when we call we ask for Palmer police up front. If that isn't who answers, then they have the capability to transfer the call to Palmer police for dispatch. Joe said that it would be nice if he had something to put by his phone in case of emergency that would provide instructions on who to call and what to ask for when needing assistance. That information is not currently in our operating instructions and a handout at the annual meeting would be in order to accommodate this.

## **PROXY MANAGEMENT**

- Proxy management at the annual meeting also needs discussion. It is hoped that no one shows up at the annual meeting at 10:30 with 50 proxies when the meeting starts at 11:00. New proxies will not be taken after 11:00. Aaron, Yvette, and Sharon will be able to assist in verifying proxies before the meeting. Mike has processed all of the proxies that have currently come in to date – approximately 90. They have been validated by current membership. Only two were kicked back. Per Sharon, there are more that haven't come in yet. Yvette will be the designated secretary for the meeting as Mike will not be at the meeting to verify any late-received proxies. The proxy process is well-published and in the by-laws so there shouldn't be any questions as to how it works. It is agreed that once the meeting starts it is too late to present new proxies for validation.
- A motion that Yvette be named Acting Secretary for the Annual Meeting was made and Sharon seconded. Motion passed. Special ballots for those proxies have been made so that the person voting will not have to do more than one ballot. It was noted that it isn't anyone's business who holds whose proxy. Some of the membership is concerned about that and it shouldn't be a concern. The information is available, but the proxies are held and controlled so that someone can't vote twice.
- According to Joe Stam, the original Robert's Rules of Order indicate that a proxy voting is non-existent. If you aren't at the meeting, then you don't get a vote.
- Sharon indicated that it would probably be a good idea to address the issue of having proxies in by a certain date prior to a meeting. It was indicated that there was going to be a review of the by-laws in the meeting this time in advance. We can put this issue as a change to our by-laws. For this annual meeting, the proxy has to be in by 11:00. The Board agreed that if Yvette received a proxy at 10:59, she can have an assistant who is not on the Board help verify the proxy as it was received prior to the start of the 11:00 meeting. She anticipates there will be a lot of them arrive at the last hour before the meeting.
- It was agreed after some discussion that for this derisive issue, it would be better to allow proxies up until the time the ballots have been handed out. Once the ballots have gone out to the general membership (including those who are holding proxies for others), then the admission of new proxy holders is unacceptable. Also, it was discussed that a disinterested person(s) should be the ones who count the ballots. So – when people check in, that's when they get their ballot. We will hold off on the proxy ones so they are as accurate as possible. This

time we are only voting for officers even though there are times when there are more items on the agenda requiring votes. Yvette and Ann are the two that are up for vote and Ann has decided to not run this time. Ann would like to work on the committee for the change of By-Laws.

Respectfully submitted,

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KERIN FASSLER, Secretary

(Per Mike Fassler notes)

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Date

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JOE STAM, President

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Date

April 26, 2014  
Treasurer Report

**Share Draft Account – 77**

Check #	Date	Payee	Purpose	Amount
				<b>Beginning Balance: \$1463.23</b>
2014				
1661	3/16/14	Copper Valley Telecom	Telephone	\$101.67
1662	3/16/14	Joe Stam	Posters/Copies	\$ 39.05
1663	3/16/14	Sharon Clark	Copy Charges	\$ 56.00
1664	3/19/14	Sportsman's Warehouse	Generator/Wolfpack	\$968.19
1665	3/24/14	DNR	Land Lease Permit	\$100.00
1666	4/02/14	Copper Valley Telecom	Telephone	\$101.85
1667	4/7/14	Doug Dawson	Snow Removal	\$ 75.00

**Total Checks: \$1,441.76**

**Deposits**

03/13/14	Deposit (Dues & Donation)	\$120.00
03/19/14	Deposit (Dues)	\$115.00
04/07/14	Transfer from Primary Share Acct 99	\$1,000.00

**Total Deposits: \$1,235.00**

**Current Ending Balance: \$1,256.47**

**Primary Share Account – 99**

	<b>Balance as of 03/31/14</b>	<b>\$45,665.98</b>
Transfer to Share Draft Account 77		\$1,000.00
	<b>Current Balance</b>	<b>\$44,665.98</b>

<b>Share Certificate 30</b>	<b>\$6,284.49 (Matures – 7/11/14)</b>
<b>Share Certificate 31</b>	<b>\$2,614.80 (Matures – 8/29/14)</b>
<b>Share Certificate 32</b>	<b>\$28,691.80 (Matures – 7/15/14)</b>

Performance Bond – CD

**Total on all accounts and certificates: \$83,513.54**