



# Higgins Lake Property Owners Association<sup>SM</sup>

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## Higgins Lake Property Owners Association Annual Meeting – July 18, 2020 Zoom Virtual Meeting

**Call to Order and President's Opening Remarks:** The meeting was called to order by President Charlene Cornell at 8:45 A.M. President Cornell first gave some ZOOM instructions for members attending this virtual meeting. Mrs. Cornell then shared that the HLPOA was celebrating our 85<sup>th</sup> anniversary, when in 1935, four friends saw the need to preserve Higgins Lake and formed our association. President Cornell thanked everyone for their understanding and cooperation during these unique circumstances.

President Cornell introduced the HLPOA Board members: Greg Semack – Vice-President, Bruce Carleton – Treasurer, Herb Weatherly – Secretary, Wayne Brooks – Membership & Communication Co-Chair, Becky Gibson – Membership & Communication Co-chair, John Ogren – Riparian Chair, Fred Swinehart – Environmental Chair, Bob McKellar – Elections Co-chair, and Board member Mark Lutz.

Mrs. Cornell stated that we have abbreviated today's agenda items for the purpose of this virtual meeting and will include what is outlined in our Bylaws.

**Approval of 2019 Annual Meeting Minutes:** President Cornell informed us that based on the registration of members, a quorum was present. Mrs. Cornell stated that the 2019 Annual Meeting Minutes had been forwarded to all members and asked if there were any additions or corrections. There being none, President Cornell asked for a motion to approve the 2019 Annual Meeting Minutes. A motion was made by Greg Semack and seconded by John Ogren. The motion passed.

President Cornell then introduced Bruce Carleton.

**Treasurer's Report:** Bruce Carleton, Treasurer, reviewed the financial information provided in the Annual Meeting packet.

Bruce stated that our internal process for producing and following our financial performance remains the same as in the past. Last year we changed the frequency of posting our financial results to the website from monthly to quarterly, however we continue to review our results at our monthly Board meetings.

Turning to the outside accountant, Bruce reminded the members that we recently changed our accounting firm to Croskey Lanni PC and 2019 represents the second year they have prepared our taxes and completed our Annual Review. We continue to be pleased with the service Croskey Lanni provides. As mentioned in the past, the firm is a good fit for us as it specializes in servicing non-profit and "Fund" accounting entities. It is also enrolled in the voluntary AICPA Peer Review program undergoing a rigorous analysis of internal processes and procedures by another CPA firm every three years. This process ensures adherence to AICPA standards and Croskey Lanni has consistently passed these examinations.

*Dedicated to preserving the quality and beauty of Higgins Lake*

Bruce then turned to the December 31, 2019 Independent Accountant's Review Report noting that it was a clean, without exception Review letter. He commented on a number of categories on the balance sheet, income statement and statement of expenses observing that the HLPOA has continued to grow in financial size and strength. Bruce asked for questions and hearing none, turned the meeting back to Charlene.

**Nomination and Election of Directors:** Co-chair Bob McKellar stated we have 4 incumbents running for re-election as directors for 3-year terms. Biographies were included in our annual meeting packet for Charlene Cornell, Becky Gibson, Fred Swinehart and Greg Semack. Mr. McKellar then asked if there were any nominations from the floor. There being none, Mr. McKellar asked for a motion to close the nominations. A motion was made by Ken Dennings, seconded by Herb Weatherly. The motion passed.

Mr. McKellar explained our bylaws, which states when there is only 1 nomination for each position, there shall not be an election and it is simply announced that each nominee shall assume the open position.

Mr. McKellar asked co-chair Herb Weatherly if he had any comments. There being none, Charlene thanked Mr. McKellar and Mr. Weatherly for their assistance.

**Adjournment:** President Cornell shared we had over 50 participants today and thanked everyone for joining. Mrs. Cornell also thanked Brad Gibson for hosting the ZOOM meeting. President Cornell also announced that Senator VanderWall will be at Thurman Park in Markey Township this Tuesday, July 21, at 11:00 A.M. Last, Mrs. Cornell said to look forward to our Summer Newsletter!

President Cornell asked if there were any questions or comments. There being none, Mrs. Cornell asked for a motion to adjourn the meeting. A motion was made by Bruce Carleton, seconded by Herb Weatherly. The motion passed.

**The meeting adjourned at 9:06 A.M.**

Recording Secretary: Kathleen Barger, HLPOA Administrative Assistant