**Minutes of Board Meeting,**

**Leesville Lake Association, February 13, 2020, Altavista Library**

**Present:** Richard Beaton, J. W. Burton, Tony Capuco, Phyllis, Garlick, Joe Humphrey, Mary Loiselle, Frank Podrebarac, Dave Rives, Dannie Smith, Dave Waterman, and Chip Zimmerman

**Absent:** Gerry Caprario Tracy Pauley,

**Quorum:** Yes

**Call to order:** President, Dave Rives called the Board meeting to order at 6:30 p.m. Dave R. shared an email he received from Randy Weiss who received an email from former Board member Gordy Bratz. Gordy stated that he and his wife, Rosanne enjoyed the newsletter and commended the Board for doing a great job. In “Gordy” fashion, he asked that a “Hi” be passed on to several members of the current Board with which he served.

**Agenda:** D. Rives asked for a motion to approve the agenda as written for the February 13, 2020 LLA Board meeting.

***Motion: Frank made a motion to approve the agenda. Tony seconded. All approved.***

**Minutes:** D. Rives asked for a motion to approve the minutes from the December 12, 2019 Board meeting.

***Motion: Tony made a motion to approve the minutes from the December 12, 2019 Board meeting as presented. Frank seconded. All approved.***

**Minutes:** D. Rives asked for a motion to approve the minutes from the January 11, 2020 General Members meeting.

***Motion: J.W. made a motion to approve the minutes from the January 11, 2020 General Members meeting as presented. Dannie seconded. All approved.***

**Treasurer’s Report:** Mary asked if there were any questions concerning the financial reports sent to the Board members. There were no questions or comments concerning the submitted reports. Mary announced that the Financial Records inspection was completed by the Finance Committee Co-Chairs, Julie Moore and Anne Waterman. They submitted their report with the following comments:

1. Acct. 3002 in the Equity section of the balance sheet was deleted after determining that the Water Quality Monitoring program did not need a separate equity fund. Transactions that set up that account were corrected and posted to account 3000 Equity General Fund account.
2. Mary will set up an Equity account to separate the new Operating Reserves Fund once the transaction and policy are finalized by the board.
3. Steps were discussed to make sure all contract amounts are recorded in the fiscal year to which they are related, in particular the contract for Water Monitoring.
4. It was noted that checks are occasionally not being recorded as an expense in Aplos in the month they’re written but when they clear the bank. In an effort to get all checks recorded when written, Mary will call Aplos and find out if she can use the existing check stock with the Accounts Payable portion of Aplos. Will new complimentary Aplos checks have to be ordered or can existing checks be manually entered?
5. It was recommended that a second debit/credit card be obtained for the secretary to use for regular purchases of meeting supplies versus submitting refund requests and being refunded by check.

Julie and Anne stated what an outstanding job Mary was doing keeping the records and thanked her for her efforts to make the review as easy as possible.

**Recommendation per the Financial Committee: That a second credit/debit card be obtained for the Secretary, Phyllis Garlick, to use for regular purchases of meeting supplies, not to exceed $100.**

***Motion: Dave R. asked for second to accept the recommendation as presented. Dannie seconded. All approved.***

Mary presented the proposed Operating Reserves Policy, submitted by the Finance Committee.

**Recommendation per the Financial Committee: That the proposed Operating Reserves Policy be accepted by the LLA Board.**

***Motion: Dave R. asked for second to accept the recommendation as presented. Tony seconded. All approved.***

Phyllis will prepare the Operating Reserves Policy on LLA letterhead. Mary asked that all Board members be thinking of things to do with the additional funds after the reserve funds have been put into the proper account.

Mary received a thank you letter from Mark Chilutti, Asst. VP of Development for the Buddy Marshall Assistive Technology Center at Magee Rehabilitation Hospital, in appreciation of LVLA’s donation.

***Motion:*  *Phyllis Garlick made a motion by email on February 17, 2020 to accept the Treasurer’s report as submitted on February 13, 2020. Yay votes were received from Dave R., Mary, Tony, Richard, and Frank. Motion approved.***

**Committee Reports:**

**Executive:** No activity.

**Nominating:** In Tracy’s absence, Dave R. reported that the term for the following Board members expire in 2020: Frank, Dave R., Dannie, and Chip. Tracy will be contacting these Board members for confirmation that they will consider serving another term. Please notify Tracy of any new prospects.

**Beautification Day:** Dannie is updating the Preparation Schedule & Assignment Guide. He confirmed that Sherwood and Sam will be helping. They will be scheduling a meeting soon.

**Communications:**

1. **Website:** Dave W. stated that the website is updated.
2. **E-Newsletter:** Dave W. reported that Randy Weiss, prior editor of the E-newsletter, will be leaving by the end of February 2020. Diane Hewett has stepped up to be the new E-newsletter editor.
3. **Calendar:** Dave W. reported that Joni Pauley will now receive any photos submitted for the 2021 calendar. Phyllis reported that she has 25 calendars and to please start submitting photos.
4. **Email and Social Media:** Frank would still like to set-up training for using Gmail/Google accounts. He will send out an email blast once a month with updated info. This month’s email blast will include: a Thank you to Mr. Hiss for being guest speaker at the January GM meeting, Gerry’s safety article, General Meeting dates and speakers (April will be Eric Dotterer, DGIF Conservation Police Officer).

**Debris:** The 2020 Debris TRC meeting has not been scheduled and the draft 2019 APCo-FERC annual report has not been submitted for review. The TRC meeting will likely occur in March. APCo has been informed that LLA is expecting a significant presentation with recommendations regarding the Pigg River. In accordance with the FERC license, a study was requested of APCo by LLA during the 2018 Debris TRC meeting. The LLA Debris Committee will meet as soon as APCo’s report is out for review.

On February 6 the Pigg River reached the trip point for a high-level event. Our lake is once again inundated with debris. Please keep reports coming as debris is sighted.

**Membership:** Richard is working on a list of member prospects. He will send his data to Frank to assist having the info put in a different format. Chip has volunteered to help Richard with membership. At this time, Richard has a list of 778 property owners. He presented an example of a Membership brochure to be sent to these owners to become members of LVLA.

**Navigation:** Joe reported that the two (2) missing shoal markers were retrieved, in addition to, two (2) No Wake buoys. He is in the process of Wave Two for the installation of shoal markers for the Bedford County section of the lake. He was informed that Liz Parcell and Paula Shoffner would work with him on getting the specific spots where the markers can be placed. AEP requested that LLA recommend what modifications we would like to their Plan of installing 43 channel markers in Leesville Lake. Joe presented his proposal to the Board. The modifications requested by the LLA Board are: that LLA will identify those areas on the lake that would benefit from the lateral aids, that Appalachian install and maintain 13 (versus the 43 that AEP proposed) channel markers, and that in place of the extra 30 AEP proposed markers, bridge lights, similar to the lights on Hales Ford Bridge, be installed and maintained by AEP on Tolers Ferry Bridge. Included in his proposal is a map with the suggested locations of the where LLA prefers the markers be installed along with a location description, county, mile marker, and approximate location by latitude and longitude. He is asking that any comments on the proposed plan from the Board be submit with a week.

Joe contacted Eric Dotterer with the DGIF to speak at the April General Members Meeting. He accepted and will include in his presentation: some of the activities and responsibilities of the Conservation Police and info on fish stocking.

**Property:** No Activity.

**Safety:**  No Activity.

**Water Quality:** Tony reported that on 2/6/2020 he presented the LLA Water Quality Committee finding to a group at Rocky Mount to discuss the issues of the water quality of the Pigg River. Also attending were 3 people from DEQ, 2 from Public Health, 2 from Franklin County Admin., 1 from Parks and Rec., and 1 from Water Waste Management. After Tony’s presentation, the Water Treatment Director will be testing and sending water samples to DEQ. On 2/11/2020, Tony made the Presentation to TLAC. He suggests that efforts be made to continue checking the Pigg River.

**TLAC Update:** TLACmet on February11, 2020. Dave stated that the present chair stepped down and Ed Tuck, a Bedford County Supervisor will be the next TLAC Chair. Ben Farmer will be Vice-Chair. TLAC reported that in 2019 163 debris reports were received, as compared to 233 in 2018. In January 2020, 2 have been received so far. The total of debris collected in 2019 was 5,731 tons. Of that, debris collected from SML was 2,720 and from Leesville Lake 3,011. This is only what their crews collected, not what LLA collected. Dave stated that other topics discussed were: wake boating and stereo noise. A Wake Issues Committee has been formed.

**AEP Technical Review Committee:** There was a request from a SML residence to APCo for a variance from the Shoreline Management Plan. As our rep to the Habitat TRC, Richard voted to approve their request.

**Old Business:**

**Speakers for 2020 Membership Meetings:** As previously stated, Eric Dotterer from DGIF will be speaker at the April 2020 General meeting. Dave will contact the Campbell County Supervisor for the October meeting.

**New Business:** Location for the 2020 Annual Meeting: Phyllis will contact AEP to inquire about using the AEP Pavilion at the LVL dam. Leesville Marina has the meeting penciled in on their calendar. Phyllis will chair the Annual Meeting Picnic committee.

Chip stated that the LVL Marina has been asked to sponsor a wine and beer festival. Under code, permits for wine and beer festivals are only issued to non-profits. After some discussion, it was decided that LLA would not be able to sponsor in the spring, but more information is needed and may consider for another time.

**Executive Session:** No activity.

**Confirmation of the March Board Meeting:** In January, Phyllis filled out the paperwork to reserve the Altavista Library for February and March 2020. Joe was informed that the Library does not have the reservation paperwork on file. Phyllis will follow up and notify Board members of the March meeting.

**Adjourn:**

***Motion: Frank made a motion to adjourn the Board meeting. Mary seconded. All approved.***

**Next Board meeting TBA.**