



April 13, 2020
TLIA BOARD MEETING

Unapproved TLIA Board Meeting Minutes April 13, 2020

Board Members: Steve Burgoon, Mary Magro, Tom Kuna, Melissa Covek, Mike Megleo, Mark Handley, Kristi Nash, Mike Mitchell, Mitch Coulter

Apologies: None

Committee Reps: Mary Beth Adams, Gina Thompson, Tom Kubala, Pat Covek, Kimberly Saunders, Jan Bahr, Mary Kay Bolger

Guests: Joe Kuchan, Don Sidlowski

Call to Order

Steve Burgoon called the meeting to order at 7:07 p.m.

Approve Meeting Minutes for March: Motion to approve: Tom Kuna

Second: Mark Handley

Ayes: 9 Nays: 0

President's Report

Steve Burgoon

Discussion regarding WebEx vs. Zoom to conduct virtual conference meetings (see link below for more detail) <https://www.pcmag.com/news/zoom-meeting-vs-cisco-webex-meetings>

Comments on Covid-19 and how it affects TLIA: Following all Village of Tower Lakes, Lake County and Illinois guidelines

COVID – 19 Changes

1. Everything in the world has changed – work from home; businesses shut down – only essential businesses are open; no live sporting or entertaining events; 6' social distancing in stores that are open
2. TLIA Changes
 - Meetings – must be virtual not in person -- effective 13 or 14
 - Events – cancelled for April – Stay at Home order – not groups (no more than 10 – more restrictive = family only
 - Grounds – Clean up – April 9
 - Youth – altered Easter plans – no hunt – Easter bunny in a car

- Fishing --
 - Lake and TLIA shoreline are open for fishing. No fishing on shorelines adjacent to homeowners
 - Grounds – Closed Play Equipment on April 3
 - Basketball – took balls away at Murray Park
3. April 8 Communication from the Board
- TLIA Members: As this pandemic reaches a peak over the next two weeks, it is paramount that we maximize social distancing. 300 people in TLIA -- over 40% -- are either 65 years of age or older or health-compromised. We need to do all we can to protect our neighbors and friends.

We would like to emphasize the recommendations of the Lake County Health Department (see link) provided in the VOTL e-Blast on April 6:

- Stay home
- If it is necessary to leave home, limit the number of people from your household who go out for errands.
- Keep your time in public places to a minimum
- Maintain a 6-foot distance from other people
- Wear a cloth face covering so you don't spread illness to others

TLIA Members, when outside getting fresh air or exercise, we suggest you do so only with family members. When on park property, the lake, or village roadways maximize social distancing -- six to ten feet apart is recommended -- and wear a facemask. Everything we can do over the next two weeks to minimize contact or exposure to others will save lives, protect our neighbors, and help us overcome this pandemic. We ask that you please comply with this request, discuss this policy with your children, and ask that they too follow these guidelines

4. I have been in constant contact with VOTL – Milne and Parro. All communications have been run by VOTL regards social distancing and consistent communication.
5. Luckily, we can make our own decisions for our parks and grounds VOTL says so because we are private. With the ability to make those decisions comes the responsibility to make logical, reasonable decisions for the membership and communicate, enforce and accept the consequences for our actions
- Must conduct due diligence to consciously think or best practice in this new world
 - Suggest we are more stringent than LCHD guidance
 - Maximize social distance
 - Consider impact on neighbors
 - Research best practices
 - Run past VOTL partner so we are not alone
 - Need to plan for social distancing for May
6. Let's discuss by committee during reports -- every committee must plan for adjustments for COVID or cancellations of their events..... move April and May to fall?

Committee Reports

1. Financial Committee Report

Tom Kuna and Melissa Covek

- a. Copies of the March 2020 Financials comparing budget to actuals for income and expenses are attached. Expenses are negligible which is to be expected for the first few months of the new fiscal year.
 - b. Cash Balances for the three TLIA accounts as of March 31,2020 are attached.
 - c. All three bank accounts have been reconciled.
2. Revenue: Below are the current 2020 dues collections to date:
- a. Extended deadline of July 1st
 - b. Currently 111 outstanding invoices totaling \$111,959.
 - c. 16 partials paid on payment plans

3. Beach

Mary Magro

- a. We have received 9 applications from lifeguards and plan on phone interviews in the next week.
- b. We plan on sending offer letters by April 30.
- c. We are contacting the companies about removing and installing new piers. We are looking at one more proposal to have three bids.
- d. We need to discuss the options of opening the Beach and if we are not open, we will still need to have lifeguards clean up the beach and ensure safe distancing. We know that once it gets warm, people will go to the Beach.

4. Communications

Mary Kay Bolger

- a. Jan Bahr published and sent out the TLIA monthly newsletter electronically and Rob Dunbar posted it on the website around 3/01/20; MK Bolger printed out 5 copies and dropped them off at some homes that do not have access to computers. If anyone requests copies of them, we are asking that they contact MK Bolger directly for a hard copy of the newsletter
- b. Caroline Milne and Jan Bahr sent out 9 email blasts - 2 for Communications, 3 for Events, 3 for the Board and 1 for Finance/Dues. Invoices and checks have been forwarded to the correct parties for payment/receipts.
- c. Communication team meeting scheduled for 4/16
- d. The NEW privatized website has been up and running since 2/14. Our admin has been responding to a few emails from members that may be having any difficulty logging on and accessing the privatized side of the website. Below are the numbers for Website Activity:

Feb 14 th – 29th		March 1 st – 31st	
Detail	Count	Detail	Count
Downloads	145	Downloads	189
Edit Profile	158	Edit Profile	29
Logins	297	Login	335
Grand Total	600	Grand Total	553

5. Events Melissa Covek
a. Progressive Dinner and Cubs Game in May canceled

6. Grounds General Mike Megleo
a. Discussion of the TL Proposal for plants at the Tennis and Volleyball Courts (see attached documents, TL Proposal, Tennis, and Volleyball)
b. Parks are on maintenance packages now.
c. We had a complaint with how we were planting and mulching trees. We are going to use \$500 to fix as many trees as possible and set up new planting guidelines for the future. We also want to release these guidelines in the newsletter for everyone once we have in place. Andy and John Yancey are working on guidelines.
d. We paid for a dumpster for spring cleanup and propose we have it come the weekend of May 1st. The community can use it if cleaning out garages or houses during this work from home period
e. There will be a Skype meeting with South Hills residents about Zupancic Park sometime this month to discuss options for the park
f. We received a suggestion about having a vegetable garden built on TLIA property for the community. This could provide a meeting place to help teach kids about the benefits of growing and eating healthy foods.

7. Grounds Beautification Pat Covek
a. Carriage Landscaping has completed our Spring cleanup. We are getting positive feedback from our membership
b. Contacted Willowy and our order will be delivered as scheduled. There was a question on mulch which we referred to Mike Megleo and John Yancey and they are addressing it.
c. Flower planting will begin in May

8. Lake Mitch Coulter
a. Nick Adams and Andy Hay were able to open the dam for the first time in over ten years on Easter Sunday. The need to control lake levels to bring the water level down, is a critical part as we continue to see a great deal of erosion happening.
b. Three beavers have been caught and removed over the past month, there is concern there may be more so we're keeping our eyes open.
c. Goose eggs have been oiled on Duck, Snake, and Rest. please let us know when/where you are seeing geese together in pairs.
d. PhosLock treatment-North Lake, first treatment went in on 3/31 an additional treatment and water test will be conducted Mid-April. EAM is continuing to monitor and treat as necessary.
e. Boats are going in at the landings and the lake is getting plenty of use
f. Fish stocking went off without a hitch last Thursday. 2700 new pan fish 3-5 inches went in.

9. Member Services Mark Handley
a. Labeled bags have been prepared for RFPP and TLIA members with VOTL phone directory, two gold swim tags (if a resident received tags in 2019) and TLIA rules & regs; awaiting village permission to distribute

- b. Additional swim tags will be mailed as requests are received by Member Services on or after April 20
- c. Purple boat decals have been received; distributed to three TLIA boat owners who requested same
- d. Next steps: inventory boat storage area and ascertain what can be sold, what needs to be scrapped

10. H&H Services

Tom Kubala

- a. The Hydrology and Hydraulic study (H&H) is a collaborative effort between the Village of Tower Lakes and TLIA. With the increased rainfall observed over the past several years we continue to see flooding at the soccer field and higher water levels in the lake. The objective of the study is to understand the hydrology of the soils in the area, along with the impact of the higher levels of rain on the groundwater and lake levels. 6 gauges (3 in selected locations in the water and 3 in selected locations where flooding occurs) will be installed to provide current information. This data will be used for future planning for stormwater management in the area, as well as determining drainage/return water needs should we use silt from the lake to fill in the low spots in the soccer field.
- b. Hey & Associates have been awarded the project and total cost is not to exceed \$32,000. \$15,500 of this amount will be funded by a WMB grant from Lake County Stormwater Management. TLCF will also provide approx. \$2,700, leaving the remaining amount, approx. \$13,800 to be split by the Village and TLIA. The TLIA portion will come from the silt/lake best practices fund.
- c. Installation of the gauges is expected by early next week - wo April 20 and the overall study completed by the end of May.

11. Tennis

Pat Covek

- a. Carriage landscaping has completed all the gardening at the Tennis court area. We also have power-washed and cleaned our courts, Bob Covek has installed the tennis nets again this year-Thank you Bob, however the courts will maintain closed under " the Park closure order" until May 1—for safety, and the-President’s order is lifted.

12. Youth

Kimberly Saunders

- a. Recap of Easter celebrations
- b. Possible virtual events under consideration
- c. Planning underway for early summer events just in case: tot soccer, kindergarten meetups, family yoga, family campout, summer lake/beach safety kickoff

13. Old Business

14. New Business

15. Public Comments/Discussion

Motion to adjourn the meeting: Tom Kuna

Second: Mary Magro

All in favor: 9 Ayes, 0 Nays

Meeting adjourned, 8:20 p.m.

Respectfully submitted,

Kristi Nash