



# BIG ALUM LAKE ASSOCIATION

## Big Alum Lake Association Executive Board and all Committee Chairs

MINUTES

TUESDAY, MAY 12, 2020

6:55 PM TO 8:39 PM

ZOOM INTERNET MEETING

<b>ATTENDEES</b>	<p><b>Officers of BALA</b>                  Chuck Roy (President)                  Mark Minnucci (Vice President)                  Debbie Gran (Treasurer)                  Jennifer Bailey (Recording Clerk)                  Lisa Sandersen (Corresponding Secretary)</p> <p><b>Committee Chairs and Member(s) – At- Large</b>                  A. Membership Committee – Jill Roy                  B. Recreational Committee – Marion Reilly                  C. Dam – Ken Gajewski                  D. Environmental Committee- Bruce Gran                  E. Boating Committee – Matt Kibbe                  F. History Committee – John Puffer (Absent)                  G. Fishing Committee – Robert Scobel (Absent)                  H. Nominating Committee – Mark Smith                  I. Watershed Committee – Tom Clark                  J. Jeff Buchanan (BALA Board Member at large)</p>
<b>CALLED TO ORDER</b>	6:49 PM
<b>MATERIALS</b>	Agenda; Meeting Minutes from 02/04/2020 All Committee Meeting; Treasurer’s Report; Updates to Big Alum Boating Rules and Recommendations;
<b>RECORDING CLERK</b>	Jennifer C. Bernardo-Bailey

Meeting Called to Order

**1. DETERMINATION OF QUORUM**

C. ROY

<b>DISCUSSION</b>	Quorum determination.	Chuck Roy
A. BALA President Chuck Roy determined a Quorum was present. (Five officers present and 8 Committee Chairs present)		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
None	C. Roy, BALA President	Completed

**2. REVIEW OF AGENDA**

C. ROY

<b>DISCUSSION</b>	Agenda Review.	Chuck Roy
Chuck Roy, President of BALA, reviewed agenda items, agenda accepted by BALA Board.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Move forward through the Agenda items.	C. Roy, President	N/A

**3. REVIEW OF MINUTES FROM 02/04/2020**

C. ROY

<b>DISCUSSION</b>	Meeting Minute Review from 02/04/2020	Chuck
Move to accept Meeting Minutes from 02/04/2020 meeting as presented: Jeff Buchanan made the motion to approve the minutes, and Lisa Sanderson second the motion. Meeting minutes were unanimously approved.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Completed and minutes will be uploaded to website.	Lisa Sanderson or Jennifer Bailey for uploading to website	Not determined at this time

**4. REVIEW OF TREASURER REPORT**

DEBBIE GRAN/C. ROY

<b>DISCUSSION</b>	Review of Treasury Report	Debbie Gran/Chuck
A. Debbie Gran, BALA Treasurer, presented the treasurer’s report to date. Deb reported that there has been minimal changes to the financials situation since the last meeting. All bills paid in full to date . There has been an increase in income since the last meeting due to membership fees, contributions, and sponsorship fees coming in that total \$1,731.15. Deb would like to see more membership fees coming in by now, but overall, financially doing well and staying on budget. Balance sheet showed reserves of \$71,766.69.		
B. Chuck Roy mentioned that with the increase in dues this year, we should be at a break even for operating costs and not have to		

- rely on reserve funds for administrative purposes. Chuck said we are looking good financially and he was pleased.
- C. Treasurer Report was reviewed and a motion to accept the treasurer report was made by Lisa Sanderson, second by Jill Roy and unanimously accepted by all present.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Reviewed and accepted Treasury Report	Debbie Gran	Completed

## 5. REVIEW OF BALA COMMITTEES

DISCUSSION	Round robin to review of each committee present by their representatives.
1.	New members recognition- none present at this time.
2.	<b>Membership Committee</b> – Jill Roy: This has been an interesting year with our first attempt at non-hardcopy mailing of the membership packages. In February we sent our first trial of electronic dues notices to the membership. We have deferred Pay Pal at this time for online payment of dues until the question of Pay Pal and our corporate status can be resolved. From February to end of March, we received 60 memberships payments and info forms, which is considerably lower than the year before when we used mailed packets. Jill said, just last week we sent out hard copy postal mailings to the remaining 100 members. Jill said she thinks it will take another year or two of hard copy and electronic mailing notifications combined as we try to transition to all electronic membership notifications. Jill reminded everyone that 60 memberships paid only represents 1/3 of our members. Chuck Roy wrapped it up stating that the e-mailings response was low compared to last year, and that when the follow up notifications start coming in we will be better able to judge the viability of an all e-mail membership notification policy vs. a hard copy mailing. Mark Minnucci mentioned he would like to have the online payment option go live for those that like paying online. Mark stated he understands that some like hard copies and some like electronic, therefore having both options is good but he would like the online option to go live even if it means the membership fee is increased for this option. Jennifer Bailey mentioned that the online fee that usually runs about 3% of the cost, can be added at the end of the check out procedure in PayPal, and other online payments services, passing the cost on to the consumer versus the association. Chuck Roy felt that was a good option.
3.	<b>Recreational Committee</b> – Marion Reilly: Marion reported that recently the Recreation Committee held a Zoom meeting. During this meeting, the recreation committee felt that, with all goings on with Covid-19, they recommend the cancelation of this year's BALA GALA. There was concern that even if everything was opened back up by the time of the event, that people would not show up out of residual fear of contamination. Marion reported that Taylor was going to reach out and cancel the use of Hylands. The recreation committee felt that the 4 <sup>th</sup> of July Parade could still be held, Barbara Hitchcock was going to organize some Kayaking dates, and everyone can still social distance with these type of events. Chuck and the rest of the Board agreed with Marion and the Committee, and canceled the event. Chuck would like Marion to compose a message to the Membership in regards to this decision and have Lisa post it on the web site, as well as, get it out in an e-mail to the Membership. Marion said she would handle it.
4.	<b>Dam/Drainage</b> – Ken Gajewski, reported that the lake is a full of water with water flowing over the dam spillway into the stream. Everything water level wise is in good shape. Last couple of weeks looking really good. Same water levels as last year at this time.
5.	<b>Environmental Committee/SLAC Update</b> - Bruce Gran: Bruce reported he has been in contact with Solitude, and he is staying on them to do weed control by mid June. He doesn't want them to make the determination too early in the season that we don't need weed treatment. This is what happened last year. We all know weather can be tricky and that it changes fast. We always need some weed treatment as weather gets warmer. He will keep pushing on this. Water is cold right now at 51.2 degrees which slows the algae growth process down. Bruce will stay on Solitude to get this done by mid June as weed treatment invoices to the Town are due by a June 30 <sup>th</sup> deadline. A portion of last season's invoice will need to be submitted this year for reimbursement from the Town's Betterment Fund because we were late with our invoice last year.
6.	<b>Watershed Engineering Committee</b> – Tom Clark: Tom Clark spoke for the Watershed Committee. Tom said that the engineering study and drawings for the watershed work for the northern portion of the Lake have been completed. After having the drawings completed, Tom reported that the all-in numbers that they are estimating for the repair is to run about \$40-45K. They could not estimate what the cost will be without having the drawings completed. Chuck Roy mentioned that 12K was voted on by the membership for the entire engineering report for the north end and south end projects and that \$25,000.00 to \$30,000.00 would possibly be acceptable to the Membership in repair costs, subject to a vote of approval, for the north end project. Chuck told Tom to have the bidding companies sharpen their pencils for pricing this project. Chuck said he would like the entire project to come in at no more than \$37,000.00 including the \$12,000.00 allocated for the engineering plan. Chuck reminded everyone that there is still a second phase to this plan at the south end of the lake. Chuck said he does not want to see the reserves drawn down below \$20,000.00. Tom stated that this all-in number is high and he will work on the companies through bidding to modify the all-in costs as he knows there is a budget to work within. Deb Gran mentioned that North End was allocated 6K in the past for road repair along with the Paradise Ln. Association, and the Mt. Dan Rd. Association. She reminded the Board that this money was never used by the north end and that this should be kept in mind when allocating funds. Mark Smith asked if anyone has any connections in the construction business that might give us a better deal. Tom stated that we need to get the final drawings and he will need to contact some companies to see what they can do the work for and also to see if there are any areas of the project that we could gather some volunteers to do some of the work to defray the costs. Tom also mentioned that prior to anything being done, the drawings need to be presented to the conservation committee for approval. Chuck mentioned he would like the conservation committee met with prior to the July meeting and to have bids in from the bidding companies. Ken mentioned that the conservation just started meeting recently via zoom. Tom mentioned that the swales near Mt. Dan Road are better than ever thanks to the efforts of the Mt. Dan Rd. Association. This past winter there was good drainage through the collection/filtration points and into the lake. He noticed some minor issues on Big Alum Road which are new and he is watching them and will report on them when he has more knowledge.
7.	<b>Nominating Election and Bylaws Committee</b> – Mark Smith reported that Mark Minnucci contacted him and said who he would not be staying on as Vice President, therefore the Vice President role needs to be filled. Chuck stated that a three person nominating committee needs to be created for the search to fill this position, and all the Officers whos terms are up this August. Chuck asked if Matt Kibbe and Jennifer Bailey would be on this committee with Mark Smith. The President must appoint 3 members to the Nominating Committee per the bylaws. Both accepted the appointments. Chuck then nominated Jeff Buchanan for the position and this was seconded by Mark Smith. Mark Smith reported that he would put details together for communication to

be sent out to the rest of the membership asking if there were any other nominations for any of the officers' positions. Chuck thanked Mark Minnucci for all his help in maintaining continuity throughout the transition of leadership, and said that he was sorry to see him leave, but that he understood the need to move on.

8. **Boating Committee** – Matt Kibbe: Matt reported that all the lake buoys are in except for the no wake buoys by the island, which he usually puts in just prior to Memorial Day, and the slalom course buoys which go in later on. Matt mentioned that boating activity got started a little earlier this season than in past season, perhaps due to folks being anxious to get out after being cooped up for so long a time. He visited the island, it looks to be in good shape. Matt had printed copies of the updated Boating Suggestions/Rules for the Lake. Questioning if mailing these out, or dropping at residences. Chuck wanted to remind everyone that the State of Massachusetts has communicated that boats should only have immediate family members on them and to keep get “togethers” at social distances with less than 10 people. Chuck asked for a vote on how to hand out the updated Boating Rules. Jill put in a motion to email the information with an attachment to all the Lake Members. Matt Kibbe second this motion, and a vote was taken. Nine votes for the motion and 4 opposed it. Motion passed. (One person felt a link to the website to refer the information was sufficient, and the other 3 opposed wanted this information mailed as hard copy to membership addresses.)
9. **History Committee** – John Puffer: John not present. Nothing to update at this time.
10. **Fishing Committee** – Robert Scobel : Rob not present but Chuck stated that the lake looks good and that there have been three trout stockings to date..

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Meeting email follow up to be communicated out.	Lisa Sanderson	ASAP

## 6. NEW/OLD BUSINESS

C. ROY

DISCUSSION	Chuck Roy to review any old business.
<ol style="list-style-type: none"> <li>A. Review of watershed engineering plan was done under committee reports.</li> <li>B. Lisa Sanderson reported that the lake walking issue is in limbo as the judge presiding over the case has retired and he never rendered a decision in regards to the case. She said that with the courts being shut down for the Coronavirus they have no idea of what will happen next. Keep walking around the lake and enjoying your neighbors from a safe distance per the court order was Lisa's take on it.</li> <li>C. Chuck Roy mentioned the Friends of the Lake Award. Chuck nominated Mark Minnucci and Jeff Buchanan for allowing people to walk through their property as good neighbors. Tom Clarke and Jennifer Bailey nominated the Moltas for all they do for the Lake, especiall around the 4<sup>th</sup> of July festivities. Jennifer Bailey also nominated Tom Clark for all his efforts in the Watershed Drainage Committee to help keeping the lake clean. After a short Board discussion it was decided to award the Friends of the Lake Award to the Molta Family this year. Motion was made by Jeff Buchanan and seconded by Tom Clarke. All present were in favor and the motion passed.</li> <li>D. Review of the 2021 budgets was the next item to be discussed under old business, The budgets were reviewed by the Board and Mark Smith made the motion to present the budgets submitted to the Membership at the July meeting. Jill Roy seconded this motion, and all present were in favor.</li> <li>E. Under new business, Chuck Roy brought up the July Membership meeting, and asked how we should go about holding it. Chuck mentioned he reached out to Jennifer Bailey who suggested Zoom, or other Zoom type platforms, as a way to hold the meeting. He had Deb Gran look into the cost and it was very affordable, and Chuck suggested this might be the way to go for at least the July meeting. Further discussion about holding a large zoom meeting was had, and it was decided that Mark Minnucci and Jeff Buchanan would look into a “town hall” style Zoom meeting. Mark Minnucci said he would take the lead in managing the meeting as he has had lots of experience with these types of large Zoom meetings. Chuck thought that was great as he has not had the opportunity to use Zoom in a large meeting format. Lisa Sanderson felt the meeting should be preferanced with a newsletter being sent out prior to the meeting explaining to Members how to join the meeting, etc. on Zoom. There were some remaining questions about hosting the meeting with a Zoom such as how would various members be heard, and how would voting occur. Mark Minnucci and Jeff Buchanan will work out those details and get back to Chuck before the meeting. Jill Roy asked if we could consider hosting the meeting in an outside pavilion such as ST. Ann's outdoor church in August. Chuck said we will wait and see how the CoVid situation is by then, but we could ask the Members at the July meeting how they would feel about that.</li> <li>F. The next topic under new business was the need to make a change in our corporate status from non-profit corporation to a 501 C3. Jeff Buchanan had already done research on this subject, and found that by far the majority of lake associations in the area were 501 C3's. It was decided by the Board to pursue the procedures necessary to accomplish this. Jeff Buchanan and Lisa Sanderson agreed to look into getting this process going.</li> <li>G. Open Discussion:               <ol style="list-style-type: none"> <li>a. Chuck Roy mentioned that he had received questions from some members in regard to who gets e-mails from BALA; only paid members of BALA or the entire lake residences regardless if they are members or not? Lisa Sanderson reported that she has two lists she uses for communication, and makes the decision on who to send out the information to based on the content of the information being sent out. Jill Roy stated that she felt BALA <b>events</b> should only be sent to paying members of BALA, where as other lake pertinent information should be sent to all. Jill reported that she has received feedback stating that some people have not received pertinent information regarding the lake, such as weed treatment dates, and lake drawdown dates, because they are not BALA members. This type of information should go out to all lake residence regardless of their membership in BALA. It was agreed to leave the decision of who gets what information up to the webmaster using the guidelines discussed.</li> <li>b. Chuck Roy asked Jennifer Bailey to give update on sponsorships. Jennifer mentioned that current sponsors are uploaded on the website. Jennifer mentioned that she has received contact from a few lake members who have reached out on their own to solidify sponsors. So a few more sponsorships may still come in. Jennifer was very grateful for the help by other members in recruiting new sponsors for the website. Reminder; the cost is \$200 per year to be a sponsor.</li> </ol> </li> </ol>	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
		N/A

**7. NEXT MEETING**

C. ROY

<b>DISCUSSION</b>	Chuck Roy mentioned that the July meeting will be held Sat., July 11, at 10:00 AM, via Zoom. The August meeting is Sat, Aug 15 <sup>th</sup> , at 10:00 AM. Details on how the meeting will be held to be determined. The next Board of Directors meeting is August 11, 2020 at 6:45PM, probably by Zoom.	
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
To distribute meeting locations	Chuck Roy to gather and distribute.	N/A

**8. ADJOURNMENT**

C. ROY

<b>DISCUSSION</b>	BALA President, Chuck Roy asked for a motion to adjourn the meeting. Mark Smith so moved, Matt Kibbe seconded. All were in favor.	
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Meeting adjourned at 8:39 pm

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None as completed	N/A	N/A