

**Minutes of the 2020 Special Meeting of the Potter's Lake Protection and Rehabilitation District held Sunday February 16th, 2020 at Town Hall, East Troy, Wisconsin.**

Present: Commissioners Christine Celley, Bob Simon, Bob Rice, and Rosemary Badame.

3 constituents from the district attended.

Chairman Christine Celley called the meeting to order at 12:00PM

Bob Simon had prepared a profit and loss statement for the calendar year 2019, provided the checking register from Citizens Bank, and Landmark and Citizens Bank CD updates. He also brought invoices and bills that were matched up to the checks that were written during the course of the year. Board members Christine Celley, Bob Simon, Bob Rice, and Rosemary Badame were present along with constituents Annette Larson and Jan Adams all were part of conducting the audit. Bob Simon went through each bill and check written. The bills and checks were verified by those at the audit and the books were determined to be in good standing. Christine had asked her CPA prior to the audit about the process and we were advised that our audit process is ok. At the end of the audit each person signed their packets verifying that they approved the books as presented. There were questions related to the insurance as to why we needed both employee dishonesty coverage and a Treasurers bond. Bob Rice said that he would check into it and report back. Christine asked those in attendance if there were any questions about the completed audit or what we went over. There were no questions.

Christine brought up the Landmark CD that will be coming due. There is a CD with an available rate of 5% from the Landmark branch in Hartland. This is for a year but may be up to 3 years. It is FDIC insured. Interest rate would be determined at the time our CD comes due. It is a callable CD and rates can fluctuate but the lowest rate they have seen is 2.35% which is more than what we are currently getting.

Christine addressed the email that the board received about a resident wanting to do a waterski show. They asked the board for a \$1500 donation for the show. The lake district does not have involvement in or sponsor activities like this. There is a private Facebook page that the resident can post this on and ask for help if she wanted. Christine told the resident that the proposed park she wanted to use was not district owned property and she would need to check with Miramar subdivision on the use of the proposed park. She would also need to clear it through the Town of East Troy as it would be after slow no wake hours. This is something that the district has no authority or involvement in.

Bob Rice proposed that Dave Urban work with Elroy when he gets back to put together a guide so that there is some sort of manual on what needs to be done for lake maintenance. In the event that Elroy were to quit we would then have a manual on what needs to be done and how to do the general maintenance. Christine said to talk to Elroy and Dave and have them put something together.

Next meeting will be our spring meeting on May 16<sup>th</sup>, 2020.

Jan Adams made a motion to adjourn the meeting, the motion was seconded by Rosemary Badame and the meeting was adjourned at 1:25 PM

Respectfully submitted,

Robert C Rice  
Secretary

