

**Board of Directors Meeting – MEETING MINUTES**  
**Glass Club Lake, Inc. – February 2, 2019**

<b>Date/Time: Exec. Session</b>	None
<b>Members/Guests:</b>	22 Members
<b>Date/ Time: BOD Meeting</b>	Saturday, February 2, 2019 - Clubhouse
<b>Board Meeting attended by:</b>	Chuck Groshek, President; Rita Crocker, VP; Patty Martin, Secretary; Jon Irvine, Treasurer; Ron Kirker, Chris Cole, Gay Taylor-Cooper; Anita Jackson (via phone)
<b>Absent from meeting:</b>	Patrick Fix
<b>Taking Notes:</b>	Patty Martin
6:13 p.m. - Meeting was called to order by Chuck Groshek, President	
<b>I. - Roll Call – Quorum Present (8 of 9)</b>	
<b>II. - Opening Prayer and Pledge of Allegiance to the American Flag</b>	
Opening prayer by R. Kirker; C. Groshek led the Pledge.	
<b>III. Approval of Minutes for the Meetings:</b>	
A. Nov. 16, 2018 – (Electronic Board Meeting) Approved as written;	
B. Dec. 4, 2018 – (Called Board Meeting/Membership Approval) <b>MOTION: (C. Groshek) To approve the Minutes for Dec. 4, 2018, as amended. 2<sup>nd</sup> (J. Irvine) Unanimously approved as amended by the Board Members present.</b>	
C. Dec. 1, 2018 (Board Meeting) – <b>MOTION: (C. Groshek) To approve the Minutes for Dec. 1, 2018, as amended. 2<sup>nd</sup> (R. Crocker); Unanimously approved as amended by the Board Members present.</b>	
<b>IV. Prospective Members: None</b>	
<b>V. President’s Report – C. Groshek</b>	
A. C. Groshek – Welcomed Board and Members hoping they had nice holidays.	
B. Cabin on Stock #9/Lot 67 has been removed without burning required.	
<b>VI. Secretary’s Report – P. Martin</b>	
A. Prepared Minutes, Agenda, and required letters to Shareholders were sent; sent December mailing to Shareholders with Dues Notice and Notice with clarification for remaining payments on the Dam Assessment for those making payments.	
B. Stock #12/Lot 65 sold to the McWhorters. Provided new Stock certificate to buyer.	
C. Elections Rotation Schedule -- P. Fix not in attendance.	
<b>MOTION: (P. Martin) to defer discussion on Election Rotation Procedure to the March Board meeting. 2<sup>nd</sup> (C. Groshek) Unanimously approved by the Board Members present.</b>	
<b>VII. Treasurer’s Report – (J. Irvine)</b>	
A. January Treasurer’s report – of 72 Shareholders, 64 had paid by January 31 and 8 dues were outstanding. Several said they had mailed their checks. Three were not heard from as of this date: Share #44/Lot 52; Share#96 /Lot# 61; and Share#59/Lot 13.	
B. As of Sept. 28, all Dam Assessments are paid for 2018. Six Members have paid-off their Dam Assessment IN FULL due to Cabin/Share sales.	
C. \$14,997.30 in unpaid Shareholder Morris County Taxes (Due Jan. 31, 2019)	
D. <b>Balance: \$59,513.19 Contingency: \$35,000 TOTAL Balance: \$94,513.19</b>	
E. R. Crocker noted that the Moore Pest control spraying was quarterly and not monthly as listed on the spreadsheet.	
F. Texas Flag at front gate will be replaced soon when Glen (Menzell) can come with his truck. Giving old flag to C. Cole to retire.	
<b>MOTION: (P. Martin) To approve the Treasurer’s Report as amended. 2<sup>nd</sup> (C. Groshek) Unanimously approved by the Board Members present.</b>	
<b>VIII. Committee Reports</b>	
<b>A. Building and Grounds – Ron Kirker</b>	
1. Stock #66/Lot 71 – Construction application to remove the existing garage and covered walkway, add approx.. 1,200 sq. ft. of living space, plus an approx. 650 sq. ft. attached garage. Septic system to be totally re-done, designed by licensed engineer. R. Kirker recommended the project.	
<b>MOTION: (A. Jackson) To approve the Construction and Septic System Applications as submitted. 2<sup>nd</sup> (J. Irvine) Unanimously approved by the Board Members present.</b>	
2. Buzzards – Risk Management Chair, J. Irvine has information on an application.	
3. Roads – Large pot hole was reported by Chris Cole on the Naples Road side of the lake. Dan Groshek borrowed Chuck’s truck and R. Kirker and Dan Groshek fixed the road with a temporary fix with gravel. C. Groshek and R. Kirker talked to a local company that makes Cold Patch and discussed with Dan Groshek, (Member) a former road repair professional.	
R. Kirker suggested doing a lake work project using Cold Patch. (\$16 for a 50 lb. bag or \$80 per ton) using material from a local company. C. Groshek recommended using the Cold Patch (5 tons in total) and the club trailer to do a section at a time, and said it would take several weeks to complete. He noted rain had been washing out the gravel we’ve been using. J. Irvine asked about “lifetime” of the material. C. Groshek said it takes awhile to “set up,” and that it can be driven over or tamped down by shovel.	

**MOTION: (C. Cole) To approve up to \$750, including delivery, for the purchase of five (5) tons +/- of "Cold Patch" to use for road repairs. 2<sup>nd</sup> (R. Crocker) Unanimously approved by the Board Members present.**

4. Stock #84/Lot 39 - Communicated with the Shareholder last week. Member said a company is going to level his foundation by the end of February. He wants to hold off on other work until that is complete. P. Martin noted that the letters sent from the Board required additional clean-up including removal of the deck debris from the sides and the carport and that he had promised to do this by December. R. Kirker said he has done some clean-up. R. Kirker said he would remind him that additional clean-up still needs to be done.
5. Stock #48/Lot22 - R. Kirker said that 3 Board Members reviewed the construction work and found the work was materially in agreement with their approved Application.

**B. Communications – C. Groshek**

Requested to review and approve all posts on Website and Facebook to reflect positive and consistent message.

**C. Bylaws & Rules Revision – C. Groshek**

"The whole Committee and review was just to go through the Bylaws and review them to see if anyone out of the group that felt maybe the wording needs to be changed a little bit or Rules need to be changed a little bit to make them easily" understood. Bylaws and Rules are a "living document." I was also going to "put it in the newsletter – if any lake Shareholders in the lake that had any concerns about Bylaws or Rules to bring them forward for the Board to review. Talked about various changes made over the years. A. Jackson asked that any "committee needs to be well represented by all Shareholders because we own the same interest." C. Groshek, "I agree." "There was no intent to make this a secret society or anything."

**D. Membership – A. Jackson – P. Martin transferred stock to buyer of Miller cabin. Received an application on Share #13/Lot 59. Several persons have shown interest in the available Share/Lots but no applications have been received.**

**E. Lake Health – C. Groshek – going to Maud Bait Shop to talk to them about stocking fish and lake vegetation needs. Thinks it would be beneficial to "make this one of the best private fishing lakes in the area. To do that, we've got the fish, but we need underwater vegetation growing" that wouldn't hinder boating or other activities.**

**F. Dam Maintenance – R. Kirker – Stated that a meeting had been held on Wednesday (January 30, 2019) with Mike Green, Engineer, and Joe Carr, Contractor, Ron Kirker, Chuck Groshek, Mike Holman, and John Irvine. "We discussed what still needs to be done, how rain had been a hindrance to our progress last year, what structural items need to be done.**

The biggest issue was the lack of root structure on the East side to stabilize the hillside, also the caulking that needs to be re-done; dirt/rock in the stilling basins needs to be removed. Until we have root stabilization, removing the dirt would potentially make it even worse." C. Groshek said the engineer suggested using willow sticks pounded into the ground. These may be obtained for \$40 for a pack of 50 of them. A. Jackson (also a landscape professional) offered to research this and provide more information. J. Irvine said that Mike Green is sending a letter to us regarding the dam and to state that "there is no issue with the dam performance, it's doing what it was engineered to do." He said it's just on the cosmetic side. Joe Carr said he would come in and replace the caulking at no cost to us. P. Martin asked about the new Hydraulic Study mentioned in the TCEQ inspection. Groshek said Mike Green was going to research that, but said that the new spillway was built to that, and he (Green) felt that we "did not have to have another hydraulic study. He's going to study it and then let us know."

C. Groshek said they also discussed creating a new Emergency Action Plan and Table Top Exercise. He asked who had the raw files for the EAP. P. Martin said Gaylon Moreland originally had them on his computer, but that he had passed away, and his wife, Deana said that the computer and original files no longer exist. C. Groshek said all we needed to do was update the contact list, everything else is fine. P. Martin said the EAP originally had all the additional information about the flow, that may need to be updated. C. Groshek – said our Operations Manual should include a checklist showing GCL dam inspections. Carr Construction was asked to submit a proposal for an annual or quarterly (dam) maintenance check with an estimated cost.

**G. Events – C. Cole**

1. Friday, April 5, 2019, 5:30 p.m. – Clubhouse used by Ladies of the Lake for a "Spring Fling," with finger foods and games.
2. Clubhouse rental fees by Members. Thinks Members should not be charged. And that a deposit should be sufficient. P. Martin, it is a Board Policy (Exhibit D); C. Cole felt that we should keep having a deposit, but not charge for Shareholder rentals. C. Cole offered to review both the Board Policy and the Clubhouse Rental Form with P. Martin and submit revisions at the March Board meeting.
3. C. Cole thanked Mike Roberts and Sherry Fix – who organized a "Thank-you Breakfast" for the Boy Scouts and was held at the Clubhouse on December 8, 2018.

**H. Risk Management – J. Irvine**

1. **BUZZARDS – An application** for a Controlled Hunting Permit from the Texas Parks and Wildlife Department and US Fish and Game Department, was submitted, to help control the buzzards. They have very specific guidelines and only one shooter is authorized. We’ve asked Ben Bennington to become our “Buzzard Agent” for Glass Club Lake. R. Kirker said he felt we should reimburse him for his shot. J. Irvine said there were stringent guidelines and safety issues that will all be worked out before he takes any action. The certificate is for Glass Club Lake, Inc.

**MOTION: (J. Irvine) To designate Ben Bennington as our Buzzard Agent and to reimburse him for any shot or supplies used. 2<sup>nd</sup> (P. Martin) Unanimously approved by the Board Members present.**

**IX. - Unfinished Business**

- A. Feral Cats - P. Martin mentioned many feral cats at A. Jackson’s house. A. Jackson asked what the Shareholders are legally allowed to do. C. Groshek – we’ve determined not to feed them.

**X. New Business**

- A. C. Cole – Cows in the pasture keep getting out – two black cows. C. Groshek he would contact the land owner about the stray cows.

**XI. Announcements**

None

**XII. Adjournment**

**MOTION: To adjourn (C. Groshek) 2<sup>nd</sup> (J. Irvine) Unanimously approved by the Board Members present. Adjourned at 7:44 p.m.**

NEXT SCHEDULED MEETINGS:

**Saturday, March 2, 2019 – 6:00 p.m. – GCL Clubhouse**

**Saturday, April 6, 2019 – 6:00 p.m. –GCL Clubhouse (Note all Board recommendations for any changes to Bylaws, Rules, or Policies, should be submitted and voted on by this meeting – to include in the Voting Packets to Shareholders.)**

Meeting Minutes prepared by:

*Patty Martin*

**Patty Martin – Secretary, Glass Club Lake, Inc. December 15, 2018 – Revised 2-19-2019**

Glass Club Lake  
General Ledger  
As of January 2019

Shareholders	72
2019 Dues Paid this Month	43
2019 Dues Paid YTD	64
2019 Dues Needed	8
Assessment 4-4 Due (Sept 2018)	51
Assessment 4-5 Paid (May 2019)	1
Assessment 4-5 Paid YTD	6
Assessment 4-5 Due	45
Taxes Due*	14997.3

Beginning Balance

\$ 39,379.96

Date	Num	Memo	For	Debit	Credit	Balance
3-Jan		Deposit	2 dues		\$ 800.00	\$ 40,179.96
7-Jan		Deposit	6 dues		\$ 2,400.00	\$ 42,579.96
7-Jan		Deposit	1 dues		\$ 400.00	\$ 42,979.96
8-Jan	2171	Sue Irvine	flags for Clubhouse and front gate	\$ 138.50		\$ 42,841.46
9-Jan		City of Omaha	water	\$ 32.50		\$ 42,808.96
9-Jan		City of Omaha	water	\$ 32.50		\$ 42,776.46
10-Jan		Deposit	3 dues		\$ 1,200.00	\$ 43,976.46
16-Jan		Deposit	5 dues		\$ 2,000.00	\$ 45,976.46
18-Jan		Deposit	2 dues		\$ 800.00	\$ 46,776.46
22-Jan		Deposit	5 dues, 1 dam (4-3), 1 xfer fee, 1 dam pd full		\$ 4,725.00	\$ 51,501.46
25-Jan		Deposit	5 dues		\$ 2,000.00	\$ 53,501.46
28-Jan		Deposit	7 dues, 1 dam (4-4)		\$ 3,375.00	\$ 56,876.46
28-Jan		Deposit	1 dues		\$ 400.00	\$ 57,276.46
28-Jan	2172	Patty Martin	copies, cert ltr	\$ 20.44		\$ 57,256.02
28-Jan		AEP	electric	\$ 14.74		\$ 57,241.28
28-Jan		AEP	electric	\$ 29.40		\$ 57,211.88
28-Jan		AEP	electric	\$ 108.74		\$ 57,103.14
30-Jan	2173	Moore Pest Control	qtrly spraying clubhouse	\$ 64.95		\$ 57,038.19
31-Jan		Deposit	1 dues		\$ 400.00	\$ 57,438.19
31-Jan		Deposit	5 dues, 1 appl		\$ 2,075.00	\$ 59,513.19
						\$ 59,513.19
<b>Totals</b>				<b>\$ 441.77</b>	<b>\$20,575.00</b>	<b>\$ 59,513.19</b>
		<b>Sub Total</b>				<b>\$ 59,513.19</b>
		<b>Contingency</b>				<b>\$ 35,000.00</b>
		<b>Total Balance</b>				<b>\$ 94,513.19</b>

<b>YTD</b>		<b>\$ 441.77</b>	<b>\$20,575.00</b>
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<b>Property Tax Obligation +</b>			<b>\$ 14,997.30</b>
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<b>Net</b>			<b>\$ 44,515.89</b>
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<b>Property Tax Obligation Last Month</b>			<b>\$ -</b>
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Carry Forward for Dam Loan

\$7,475.00

These are funds that were paid toward the loan in lumps sums after the loan was originated and need to be deducted from the total balance since they will be needed to pay loan amounts.

*Dues Notice/ Dam Payments Notice – Sent to Shareholders in November 2018, included for the record. The Correction on the second year was noted as being printed with an error – it should have read “September 2020.”*

GLASS CLUB LAKE, INC.  
574 OMAHA DRIVE, OMAHA, TX 75571

**Payment Update for Shareholders**

November 19, 2018

*At a recent Board meeting, it was decided to send out a notice to all Shareholder of Glass Club Lake, Inc. giving updated information and clarification regarding several items. If you have any questions regarding your payments, please contact Jon Irvine, Treasurer, [jsirvine5@gmail.com](mailto:jsirvine5@gmail.com)*

*We hope you have a happy holiday season with family and friends and plenty of time to enjoy the lake.*

**DUES:**

**Annual Dues in the amount of \$400 are due by January 31, 2019.**

**DAM ASSESSMENTS PAYMENTS:**

If you did not pay your Dam Assessment in full and are making payments over 4 years, the following is the remaining schedule for payments and the amounts due:

<b>May 1, 2019</b>	<b>- \$575.00</b>
<b>September 1, 2019</b>	<b>- \$575.00</b>
<b>May 1, 2020</b>	<b>- \$575.00</b>
<b>September 1, 2019</b>	<b>- \$575.00</b>

**LATE FEES:**

There is a 10% late fee per month on both Dues and Dam Assessment payments.

Please make checks payable, and mail to:

GLASS CLUB LAKE, INC.  
574 OMAHA DRIVE  
OMAHA, TEXAS 75571

**Board of Directors**

Glass Club Lake, Inc.