

CPLA Board Meeting Minutes

July 30, 2025

7-9 pm

Board

1. Barbara Hudspeth, Treasurer
2. John Alden, Reservations
3. Kelly Burr, President
4. Mary Meraw,
5. Rick Bolander, Maintenance
6. John Sladkus, Secretary
7. Lorn Marcellini,

Call to order

Roll call

A quorum was present. The attendees and proxies were:

1. Barbara Hudspeth
2. John Alden
3. John Sladkus
4. Kelly Burr
5. Lorn Marcellini
6. Mary Meraw
7. Rick Bolander

Discussions

The board meeting covered several administrative and financial matters, including discussion of meeting registration processes, investment strategies, and the transition of bookkeeping responsibilities to QuickBooks. The group addressed various operational changes including potential dues increases, board member transitions, and the upcoming annual meeting logistics. Key decisions were made regarding financial management, with plans to implement a new investment strategy and adjust dues payment structures while maintaining necessary reserves for future expenses.

Treasurer's report – Barbara Hudspeth

- Barbara to look into CD options and rates for \$10,000 investment
- Barbara shared financial statements.
- John Alden to explore QuickBooks setup options with Alison if she expresses interest
- The group discussed transitioning their bookkeeping from Barbara's manual Excel-based system to QuickBooksJ
- John will take on all or some of the treasurer position
- Prior to Alison Barbara participation, Barbara will outline all the roles and responsibilities of Treasurer that she currently manages.

Maintenance report – Rick Bolander

Rick provided a detailed update on maintenance and safety improvements at the cabin, Rick reported that he would prioritize roof repairs in his next visit, and the board discussed the potential need for a new roof in the future.

Other Business

- Kelly proposed transferring \$10,000 from the main account to the reserve fund to replenish savings that were not set aside in recent years. The board agreed to consider this proposal, with Barbara suggesting a range of \$5,000 to \$10,000.
- The group discussed investment options for their association's funds, with John Alden proposing a conservative investment strategy allocating up to \$30,000 across high-yield savings/money market (30%), Treasury bills (35%), and CDs/bonds (25%). Barbara, who manages the finances, agreed to explore these options with her bank, B of A, focusing on simple and secure investments that wouldn't require extensive research. The motion to implement this investment strategy was seconded by Lorn, with Kelly noting that the proposed allocation would maintain sufficient cash reserves for upcoming expenses.
- The group discussed transitioning Barbara's bookkeeping responsibilities to a new system and potential candidates, including John Alden's wife Alison who has nonprofit bookkeeping experience. They agreed to have Alison review Barbara's spreadsheets to assess the QuickBooks implementation requirements, with John Sladkus potentially handling the system setup. The discussion highlighted the need to split Barbara's current role into paid bookkeeping and volunteer management duties, with careful consideration of how to integrate QuickBooks with their existing reservation system.

- The board also discussed board member transitions, with Barbara expressing a desire to step down as treasurer but remain on the board, while Kelly proposed leaving her mother on for a year to provide training for the new treasurer. John Sladkus agreed to reach out to potential new board members, and the group considered adding an eighth board member or allowing Barbara to serve as a non-voting advisor.
- The group discussed potential dues increases, with John Alden and others suggesting modest annual increases of 2-5% tied to inflation, while John Sladkus proposed a smaller, incremental increase to ease members into the concept. The discussion highlighted the need for a transparent and predictable fee structure, with Mary emphasizing the importance of building a prudent reserve for unexpected expenses. The group agreed to consider implementing a small increase, potentially around \$25-50, to ensure long-term sustainability while being mindful of members' perspectives.

Annual Meeting Preparation

- They confirmed the annual meeting will be held at 3 PM on September 17th, with board members arriving at 2:30 PM for a pre-meeting discussion.
- John Sladkus will send out meeting notifications within two weeks, by August 14th, John Sladkus to send out annual meeting reminder and proxy forms by August 14th.
- John Sladkus to create and send annual meeting agenda
- Kelly to create agenda for annual meeting
- John Sladkus to contact Jamie, Chris and Adam about potential board membership
- Board to schedule next board meeting after annual meeting
- The board discussed dues changes, agreeing to propose a \$700 annual dues amount for the upcoming annual meeting, up from the current \$650..

Adjournment

<<xxxx pm>>

Secretary	Date of approval

Notes