

**The Lakeside Association Board of Directors**  
**Meeting Minutes**  
**May 17, 2024**  
**9:00 a.m. – 3 p.m. Drackett Hall**

The Lakeside Mission

To enrich the quality of life for all people, to foster traditional Christian values and nurture relationships through opportunities for renewal and growth...spiritual, intellectual, cultural, and physical...while preserving Lakeside's heritage.

Adopted 5/18/02

**Call to Order**

Jane Marx, Chair, called the meeting to order at 9:00 a.m.

**Opening Prayer – Religious Life Advisory Team**

Jane Marx welcomed Rev. Dr. Charlie Yoost and all of the Religious Life Advisory Team who surrounded the Board in prayer to open the meeting.

**Roll Call**

Rachel Miller, Secretary, took attendance by roll call.

**Members Present:**

Jane Marx - Chair

Gwen Nichols – Vice-Chair and Treasurer

Rev. Rachel Miller – Secretary

Rev. Scott Low – East Ohio Conference Appointee

Kay Panovec – West Ohio Conference Appointee - Zoom

Rev. Karen Graham – Lakeside United Methodist Church Representative

MaryAnn Kelmer – LPOA President - Zoom

Elizabeth Erwin – LPOA Representative

Doug Adams

Charles Allen – President & CEO

Jack Allen

Steven Brunot

Catherine Edwards

Jim Hackbarth

Larry Kisabeth

Cindy Mahl

Greg Moore

Michael Peterson – Zoom

**Members with Excused Absences:**

Rob Huntington

Paul Hubbard – Lakeside Chautauqua Foundation President

**Staff Present:**

Lisa Linker

Sam Chelliah – Finance presentation

Gretchen Colón – Advancement presentation

**Approval of Meeting Agenda**

Upon motion duly made by Greg Moore and seconded by Karen Graham, the motion carried, and the Meeting Agenda was approved.

**Consent Agenda**

Jane Marx introduced the Consent Agenda and reminded Board members the consent agenda allows for efficient approvals of items like committee minutes, committee reports, task force reports and committee appointments. Jane Marx reminded all Board members that any Board member may lift an item from the Consent Agenda.

**Adoption of Consent Agenda**

With no items being lifted from the Consent Agenda, the Board consented to and approved the following items.

2.9.2024 Special Board Meeting Minutes

2.16.2024 Quarterly Board Meeting Minutes

Audit Committee Report and Minutes

Executive Committee Meeting Minutes

Governance Committee Report and Minutes

Finance Committee Report and Minutes

Municipal Services Committee Report and Minutes

Approval of Audit Committee and Audit Committee Chair

Historic Preservation & Design Review Board (HP-DRB) Report/Dashboard

Land Management & Development Task Force (LMDT&F) Report

Streets & Drainage Task Force Report (S&DTF) Report

Lakeside Chautauqua Foundation Report

Lakeside Property Owners Association (LPOA) Report

### **Chair Report – Jane Marx**

Jane Marx welcomed four new Board members, namely Doug Adams, Larry Kisabeth, Catherine Edwards and Steve Brunot. All took a moment to introduce themselves and to share a bit about what excites them about board service.

Jane Marx recognized Karen Graham's retirement from the Lakeside United Methodist Church and from the Association Board. Jane thanked Karen for her service and honored Karen's retirement.

Jane Marx reminded all Board members the Bylaws require Board members to renew their Good Faith, Conflict of Interest and Confidentiality Agreements annually. Jane confirmed the four new Board members have already signed these agreements. The Board reviewed that all information reserved for Executive Session is confidential because it relates to personnel, legal, risk management or other sensitive information and topics. Once the Board votes on a matter, the Board speaks with one voice in the community.

Jane reminded the Board of its five goals for 2024-2025 and the Strategic Priorities.

### **CEO Report – Charles Allen**

Charles Allen began the Management Report with a review of progress on Management Goals and Strategic Priorities. Charles included a red, yellow, green slide to show progress on the Strategic Priorities. Charles acknowledged the two red areas and assured the Board that revenue and strategic financial plans are underway. Charles celebrated the completion of the West Revetment under budget and ahead of time. He recounted awards and accolades for the 150<sup>th</sup> season. He shared his team is researching tax credits and more grant funding. He shared legacy planning will be a priority with the addition of Amy Skolnik to the Advancement Team. Charles emphasized monetizing the shoulder season will continue to move forward and a study is underway to assist with this effort. Charles will continue with community outreach efforts, including coffee chats as a vehicle to gain community feedback and to clear up miscommunications within the community.

### **Financial Report –Sam Chelliah**

Sam began with a review of the pre-audit financials for 2023-2024 showing revenue ahead of budget and expenses under budget. He reviewed revenue growth from 2019 – 2023. Revenue for 2023/2024 seasons was greater than revenue in the 2021 and 2022 seasons, a favorable post COVID trend. He shared people days continue to increase, even as gate fees increase. Sam reviewed expenses and shared Lakeside reduced expenses by 2% last year. He also highlighted Lakeside reduced debt by \$100,000 last

year. He shared cash reserves remain the strongest in years. A portion of the cash reserves will be invested in necessary facilities upgrades in 2024-2025. Lakeside is working to retire the added cost from pool excavation annually that the Board committed to during construction. Lakeside established a separate bank account for street assessment dollars. Lakeside Chautauqua Realty Limited and The Memorial Garden at Chautauqua Park, LLC continue to be self-sustaining and generate positive cash flow. Sam cautioned with this being an election year, an uncertain economy may provide challenges.

### **Lakeside Chautauqua Foundation Report – Gretchen Colón and Charles Allen**

Gretchen Colón reviewed generosity statistics for the 2022-2023 fiscal year, and she celebrated \$1,800,000 in generosity for 2022-2023. She also shared impact giving analysis. Gretchen made known the Foundation's desire to focus on increasing its donor base to increase giving, including daily visitors and members of the surrounding communities. Thirty-two percent of cottage owners donated to the Foundation in 2022-2023. Gretchen introduced Lakeside's new Planned Giving website [www.lakesideohio.planmylegacy.org](http://www.lakesideohio.planmylegacy.org). To date, 120 people have announced legacy gifts. The Foundation's goal is for 300 families to announce legacy gifts.

Charles Allen shared his desire to see sponsorships grow.

Charles Allen thanked the Board for all that they do to preserve Lakeside.

### **Old Business**

Jane Marx, chair of the Municipal Services Committee, introduced the resolution entitled Approval of Sale of Surplus Property Resolution for First Oak Avenue Lot Lease.

Jane reminded the Board that the Sale of Surplus Property Policy requires the Board to approve the method of sale and the list price for the Oak Avenue Lot Leases.

Jane read the Resolution aloud. The Board discussed the lots, the project history, the appraisals, the proposed method of sale, the proposed list price, the realtors and the timeline. The Board paused for the New Community Authority presentation.

### **New Business**

Don Leach joined the meeting at 11:00 a.m.

## **New Community Authority (NCA) Education Session – Don Leach**

Don Leach has been a Lakeside resident for 20 years. Don was a member of the Board and served as chair of the Finance Committee and then MSC. He was a member of the committee appointed by the Board Chair after the 2019 adoption of the Master Plan to investigate options for financing deferred maintenance needs of Lakeside facilities and the Master Plan. After considering dozens of possible approaches, the committee identified Tax Increment Financing (TIF) and forming a new community authority (NCA) as the best options. When initial discussions with local elected officials about a TIF were not promising, the committee focused on the NCA approach.

Once the study committee had concluded its work and believed that an NCA could be created by Lakeside and be very beneficial, Don and legal counsel presented it to the Board for the first time on August 6, 2021.

Don shared an updated version of the PowerPoint he originally presented to the Board at the August 2021 meeting. Don emphasized the benefit of NCA is the money collected can be used for any community facility, as compared to the current lease assessment, which is limited to use for streets and sanitary purposes. He also noted that during its 2021 discussion, the Board had decided to further explore establishing an NCA, but established initial parameters that:

- Any NCA board would need to be controlled by Lakeside;
- Any funding vehicle available for use by the NCA must be approved by a 2/3 vote of a quorum of the Board;
- The total of any assessment or charge by the NCA and by the Board under the Lakeside leases could not exceed the current lease cap of one percent per annum on appraised value; and
- The Lakeside staff was to develop a communication plan to introduce the concept of the NCA to the community.

Don then highlighted the December 31, 2024 legislative deadline for Lakeside to be able to create an NCA. Don took some questions. The Board engaged in discussion.

Don Leach left the meeting at 11:50.

Charles presented the NCA Task Force Charter for approval. Doug Adams moved to approve the NCA Task Force charter, and Greg Moore seconded the motion. Discussion took place. The motion carried and the NCA Task Force charter was approved.

## **Streets & Drainage Task Force – Dave Blank and Fred Seling**

Dave Blank and Fred Seling joined the meeting at noon.

Dave and Fred shared a status report and emphasized drainage is a significant focus. The report included key dates, costs, storm water, finances and communications. Dave Blank invited board members to become street ambassadors.

Dave Blank and Fred Seling left the meeting at 12:20.

## **Old Business – continued**

The Board continued its discussion of the resolution entitled Approval of Sale of Surplus Property Resolution for First Oak Avenue Lot Lease. Charles expressed a desire to sell all four lot leases at the same time. The smaller lot had been appraised. Appraisals were pending for the larger lots.

Doug Adams moved to amend the Resolution as follows:

*Approve the sale of 1 lot via the sealed bid process, to be followed by 3 more lots via sealed bid process, at a list price of no less than \$276,000 for 2 smaller lots, \$325,000 for the 2 larger lots, to be subject to the 99 year leases and to change the title to reference Four lots where it references One.*

Steve Brunot seconded the motion. There was discussion. The motion carried.

Cindy Mahl moved to approve of the resolution, as amended, and Jim Hackbarth seconded the motion. There was no additional discussion. The motion carried.

Resolution 2024-2, as amended, was approved.

## **New Business**

### **Vote to approve Lakeside Chautauqua Foundation Board member, Joshua Shade**

Jane Marx introduced the nomination of Joshua Shade for membership to the Lakeside Chautauqua Foundation Board. Jane called attention to his application and his credentials. Board members shared positive affirmations.

Greg Moore moved to approve Joshua Shade as a Lakeside Chautauqua Foundation Board member. Gwen Nichols seconded the motion. The motion carried.

## **Finance Committee Resolution Approving Retirement Plan Contribution**

Gwen Nichols introduced a resolution approving contributions to The Lakeside Association's 401(k) plan participants for 2023. This employee benefit requires Board approval. Gwen Nichols moved for approval, and Doug Adams seconded the motion. Brief discussion took place. The motion carried. Resolution 2024-3 was approved.

## **Executive Session with Staff**

At 1:50 p.m., Jane Marx made a motion to go to executive session with staff, seconded by Jack Allen. There was no discussion. The motion carried.

At 2:02 p.m., the meeting resumed.

## **Executive Session without Staff**

At 2:02 p.m., Jane Marx moved to go into executive session without staff. Catherine Edwards seconded the motion. There was no discussion. The motion carried.

At 2:14 p.m., the meeting resumed.

## **Announcements/Communications**

Jane Marx asked for volunteers to usher at the July 14<sup>th</sup> Hoover service. Jane presented Karen Graham with a retirement gift from the Board.

## **Closing Prayer**

Karen Graham offered closing prayer.

## **Adjournment**

Jack Allen moved to adjourn the meeting, and Catherine Edwards seconded the motion. The motion carried. The meeting adjourned at 2:19 p.m.

**Next meeting: August 2, 2024**