

**Minutes of Board Meeting,
Leesville Lake Association, February 14, 2019, Leesville Lake Marina**

Present: Richard Beaton, J. W. Burton, Gerry Caprario, Tony Capuco, Phyllis, Garlick, Mary Loiselle, Dave Rives, Jim Weiss, and Chip Zimmerman

Absent: Tracy Pauley, Dannie Smith

Members: Randy Weiss

Quorum: Yes

Call to order: President, Dave Rives called the Board meeting to order.

Agenda: D. Rives asked for a motion to approve the agenda as written for the February 14, 2019 LLA Board meeting.

Motion: *Gerry made a motion to approve the agenda. Tony seconded. All approved.*

Minutes: D. Rives asked for a motion to approve the minutes from the January 12, 2019 General Members meeting.

Motion: *Tony made a motion to approve the minutes from the January 12, 2019 General Members meeting as presented. Gerry seconded. All approved.*

Minutes: D. Rives asked for a motion to approve the minutes from the January 12, 2019 Board meeting.

Motion: *Jim made a motion to approve the minutes from the January 12, 2019 Board meeting as presented. Mary seconded. All approved.*

Treasurer's Report: Mary reported she had paid \$40 to the Altavista Chamber of Commerce for the rental of the Altavista Train Station. She received information and an application to apply for a grant from the Fray Family Trust. Tony will complete the application for funding for water quality testing on Leesville Lake. Concerning the bulk mail account: The current balance is \$721.43 which can be refunded. The cost to renew the bulk mail permit is \$235. Mary presented a cost analysis of invoice costs comparing mailing invoices with/without the bulk permit. She also listed costs for the E-newsletter.

Recommendation: **Get a refund from USPS for monies in our bulk mail account and purchase first class stamps to mail invoices.**

Motion: *Gerry made a motion to accept the recommendation as presented. All approved.*

Mary has comprised an updated members list from an original list. She provided Board members with a copy for any updates they may have on the names on the original list.

Committee Reports:

Executive: Dave stated the Executive Board will meet to review the Bylaws and the policies and will have a report at the Board meeting in April.

Finance: B. J. Butler, who volunteered to be the Finance Committee Chair at the January 2019 Board meeting, has not paid his dues. Dave did confirm with Anne Waterman that she would serve on the Finance Committee. Dave will contact B.J. to determine his membership status and interest in serving.

Nominating: No report in Tracy's absence.

Beautification Day: In Dannie's absence, Dave will follow up with Dannie as a 2019 Preparation Schedule & Assignment was due at this meeting.

Communications: Dave reported that Frank resigned.

Newsletter: Randy Weiss, editor of the E-Newsletter, stated that the goal of the newsletter is to promote LVL with articles and pictures that show that we are an active association and a high-quality place to live. Too many neighboring communities don't know that Leesville Lake exists and hopefully our newsletter will serve as an introduction to assist potential buyers and realtors. She reported that 340 E-Newsletters were sent out to LLA members and community members from Altavista, Gretna and realtors. 50% were opened. Future mailings will cover January to March, April to

June, July to September, and October to December. She asks that articles be submitted by March 15th, June 15th, September 15th and December 15th. Randy would like to showcase a family who resides on the lake in each issue and welcomes any suggestions. She asked that the website be updated asap in order that the newsletter can be linked to it.

Mary stated that 2 businesses had paid for ads in the newsletter which were never included in the newsletter. Both businesses have been contacted explaining our delay in getting the newsletter out in 2018 and our new electronic format. We also asked what they would like to do regarding the fees previously paid for advertising in the newsletter. It was suggested that the businesses join LLA.

Website: Dave stated that Dave Waterman is willing to help in leading the effort to update the website. A meeting will be scheduled.

Motion: *Dave Rives made a motion to ask Dave Waterman work to lead the effort in updating the website. Mary seconded. All approved.*

Calendar: Mary asked that any 2019 calendars be returned and any money collected be brought to the March meeting. Richard will send an email blast for pictures to be sent to the website for the calendar. Phyllis will check with Sherrie Beard to offer a preparation schedule of putting the calendar together.

Debris: Per a written report by Jim, he stated that he, Tony, and Dave attended the January 24, 2019 meeting between AEP and LLA concerning water quality and debris. Issues discussed: (1) The format and frequency with which AEP supplies monthly lake cleaning schedules and reviews of the previous month's actual activities to the Debris Committee. AEP agreed that they would comply with new schedule format beginning in February. (2) Further discussion toward better identifying negative effects from the Pigg River, and what if any, we collectively might take to deal with these effects. AEP replied to "continue with increased efforts on debris removal." They do not plan to conduct a study. (3) Noted that clean up activity on the lake was observed to much lower in November and December. (4) AEP would like to contribute articles to LLA's new digital newsletter. (5) Suggestion made that AEP look to purchase land near the river mouth as a permanent location for a clean-up crew and equipment which would minimize problems further down the river. AEP agreed to have their real estate department look into this.

The Debris Committee's response to the January 2019 AEP report includes the following: (1) Clarify why AEP crew did not work the expected 3 to 4 days per week as originally planned. (2) The Leesville Lake main channel and coves have been full of dangerously large debris in the past month. This is a safety issue. When does AEP propose to resume debris issues on the main channel and cove? (3) Is there no longer a crew dedicated to removal of debris of Leesville Lake? Is there only one crew servicing both lakes?

March 13, 2019 Jim and Dave will attend the AEP Debris Tech Review. March 15, 2019 the LLA Debris Committee will meet at the Altavista Library from 2:30 to 4:00.

Membership: Randy Weiss presented some ideas to recruit members. She suggested printing a flyer with a membership application and distributing to the local marinas, giving to realtors as they sell LL homes, and mailing to people interested in joining LLA. A digital version can be posted on the website. Randy will make a mock flyer for board approval and present it at the March 2019 board meeting. Randy and Jim would like to launch a membership drive to be held in coordination with the April-June EMagazine to be held in April or May. Jim offered to compose a script for phone calls to potential members. Updating all of the communication data will need to be completed to prepare for the Membership Drive. By reaching out to HOA's for their resident lists, in order, to compare to the LLA membership list, a few issues of the EMagazine can be sent to those not on the LLA list, and be notified of the membership drive. Dave said that he would address this issue with the various HOA's. Dave will get more maps from APCo.

Navigation: Per an email from Joe Humphrey, Dave reported that Joe contacted Pete Cox to provide a quote for the purchase, fabrication, and installation of the three hazard buoys. Pete is interested and is gathering pricing. He stated he would need a surveyor to provide exact GPS locations for the placement of the buoys as TLAC has specified. A quoted from Acres of Virginia is \$4,000 to \$5,000 and will only contract with LLA directly. Pete also stated that he may

not have the equipment necessary if the bottom is rock versus a soft bottom. In addition, Pete is moving to SC. Joe suggests the following: (1) Investigate other means of precise buoy location (2) Contact TLAC/DGIF and determine whether we could install the buoys and then identify the precise location (3) Contact other service providers to obtain quotes for the work.

Property: Gerry stated that he has a projector, a box of maps, a box of jar openers, and some "NO WAKE" signs. He and Sherwood will get together as soon as Sherwood gets back to the lake. Gerry reported that the canopy on the LL pontoon is permanently affixed. Further research into the addition of a fire pump on the boat has been abandoned. The installation of a pump would interfere with other functions of the boat.

Safety: Gerry reminded the Board that the first of the 2019 Safe Boating Classes is the third Saturday of March, the 20th, at the Altavista Train Station. He stated he had information to share about electric shock around docks.

Water Quality: Per a written report, Tony stated the 2018 Water Quality Report has been completed and printed copies are available to those who are interested. A pdf of the report will be posted on the LLA website. This year's water monitoring efforts were summarized and presented by Tom Shahady at the TLAC Board meeting February 12th. Dave and Tony attended. Per an invitation from Tony, George Devlin, a scientist from the Virginia Dept. of Environmental Quality also attended the TLAC meeting. It is unlikely that any funds to support Pigg River investigations will be available this season. On January 24th Tony, Dave, Liz Parcell, Dave Hoffman, and Rob Gallimore met. APCo made a decision not to fund water quality monitoring on the Pigg River in 2019, however, Mr. Hoffman indicated that AEP may be able to provide some funding for this endeavor. Tony is checking on submitting a request from the TLAC budget to fund investigations of the Pigg River.

TLAC Update: TLAC met on February 12, 2019. Dave stated that the present chair is stepping down and Ed Tuck will be the next chair. They reported that 185 tons of debris was collected from SML in 2018. 233 tons was collected from LL compared to 133 tons collected in 2017. ApCo has assigned Mr. Neil Holthouser as their non-voting TLAC representative. Mr. Holthouser is part of APCo's Shoreline management team.

TLAC has offered for LVLA to have a tent at the SML boat show in 2019.

AEP Technical Review Committee: Dr. Tom Shahady gave the water quality report for LVL.

Old Business:

Speakers for 2019 Membership Meetings: Dave has confirmed with Rob Gallimore with AEP that he will be the speaker for the April General Members Meeting. Dave has contacted Ben Farmer, Pittsylvania Co. Board of Supervisors, for the October General Members Meeting. Mr. Farmer has not gotten back at this time.

2019 Committees Chair: Dave confirmed with Joe Humphrey that he would serve as chair of the Navigation Committee.

LLA Pennants: Gerry presented an example of a pennant for the LLA members. He will research costs and will contact Bob Rankin about design and costs.

New Business: No new business.

Executive Session: Discussion on Board membership.

Motion: *Chip made a motion to accept Frank's reinstatement as a Board member. Gerry seconded. All approved.*

Confirmation of the March Board Meeting: Chip confirmed that the meeting can be held at the Leesville Lake Marina.

Adjourn:

Motion: *Gerry made a motion to adjourn the Board meeting. J. W. seconded. All approved.*

Next Board meeting will be March 14, 2019 at the Leesville Lake Marina at 6:30 p.m.

Leesville Lake Association

Balance Sheet
as of 01/31/2019

Account Number	Account Name	Amount
Assets		
1000	Checking	\$9,721.72
1010	Savings	\$142,467.37
1045	Bulk Mail Account	\$721.43
1500	Buildings	\$5,044.00
Total Assets		<hr/> \$157,954.52
Liabilities		
Total Liabilities		<hr/> \$0.00
Equity		
3000	General Fund - Fund Balance	\$107,954.52
3003	Navigation Grant Fund Balance	\$50,000.00
Total Equity		<hr/> \$157,954.52
Total Liabilities + Total Equity		<hr/> <hr/> \$157,954.52

Leesville Lake Association
 Budget: Year to Date
 for the period of 09/01/2018 to 01/31/2019

Account Number	Account Name	Actual	Budget	Difference
Income				
4000	Dues Income Online	\$75.00	\$333.36	\$-258.36
4020	New Members	\$25.00	\$83.36	\$-58.36
4025	Renewal Membership	\$825.00	\$1,333.36	\$-508.36
4030	Beautification Day Sponsors	\$0.00	\$2,333.36	\$-2,333.36
4031	Water Monitoring	\$0.00	\$12,000.00	\$-12,000.00
4100	Advertising Income	\$0.00	\$66.64	\$-66.64
4101	Interest Earned	\$314.84	\$183.36	\$131.48
4102	Optional Donations	\$1,050.00	\$33.36	\$1,016.64
4103	Calendar Sales	\$459.00	\$400.00	\$59.00
4104	Clothing	\$0.00	\$166.64	\$-166.64
4105	Prints	\$0.00	\$33.36	\$-33.36
4106	No Wake Signs	\$0.00	\$16.64	\$-16.64
4107	Miscellaneous	\$0.00	\$3,533.36	\$-3,533.36
Total Income		\$2,748.84	\$20,516.80	\$-17,767.96
Expense				
5000	General Expenses	\$115.00	\$166.64	\$-51.64
5001	Rent	\$80.00	\$40.00	\$40.00
5002	Office Supplies, Food, Misc	\$57.93	\$133.36	\$-75.43
5004	Dues	\$0.00	\$13.36	\$-13.36
5005	Insurance	\$0.00	\$466.64	\$-466.64
5006	Licenses and Permits	\$0.00	\$8.36	\$-8.36
5008	Volunteer Recognition	\$0.00	\$16.64	\$-16.64
5009	Accounting Software	\$108.00	\$240.00	\$-132.00
5010	WePay Bank Fee	\$38.40	\$14.00	\$24.40
5500	Picnic	\$0.00	\$333.36	\$-333.36
5601	Calendars	\$661.83	\$400.00	\$261.83
5100	Membership	\$0.00	\$113.36	\$-113.36
5200	All Hands News Letter	\$10.00	\$1,900.00	\$-1,890.00
5303	WM - Lynchburg College Expense	\$0.00	\$12,000.00	\$-12,000.00
5400	Beautification Day	\$0.00	\$950.00	\$-950.00
5800	Navigational Aids	\$289.25	\$3,500.00	\$-3,210.75
Total Expense		\$1,360.41	\$20,295.72	\$-18,935.31
Total		\$1,388.43	\$221.08	\$1,167.35

Leesville Lake Association
Income Statement
for the period of 01/01/2019 to 01/31/2019

Account Number	Account Name	Amount
Income		
4025	Renewal Membership	\$25.00
4101	Interest Earned	\$72.56
4103	Calendar Sales	\$335.00
Total Income		<hr/> \$432.56
Expense		
5000	General Expenses	\$40.00
5001	Rent	\$40.00
5002	Office Supplies, Food, Misc	\$19.75
5601	Calendars	\$49.33
5200	All Hands News Letter	\$10.00
Total Expense		<hr/> \$159.08
Net Income (Loss)		<hr/> <hr/> \$273.48

Treasurer's Report – Mailings (Invoices and Newsletters)

Current bulk mail account balance - \$721.43 – can be refunded.

Cost of bulk mail permit (CY 2019) = \$235.00

Invoice Costs for FY 2019

Cost per invoice to mail w/bulk permit = \$.172/invoice for 245XX zip codes or \$.185/invoice for all other zip codes. (270 invoices cost \$48.55 last July)

Cost per invoice to mail w/o bulk permit = \$.56/ea
323 invoices x \$.56 will cost \$180.88

E-Newsletter Costs for FY 2019

\$10 per month for MailChimp = \$120/yr.

\$580 for m3 Consulting – LLA Membership database development

\$400 for Brian Rimel – LLA EMag template development and training

Total = \$1100.00

Discussion-

- 1) Money in the bulk mail account at USPS cannot be used for anything else and may be tied up there for years. At a rate of approximately \$50 per year to mail just invoices, the current balance will last over 14 years.
- 2) Although the rate to mail each piece appears to be much less expensive than to use first class stamps, the bulk mail permit cost of \$235 should be added to the cost of the mailings and will then equal approximately \$285 to mail the same number of invoices (270). Without the benefit of the bulk mail permit to mail newsletters, the cost is borne by the mailing of the invoices alone.
- 3) The invoice mailing list must be vetted to determine if the correct people were billed. Should people that didn't pay be deleted? Should others who weren't billed be added?

Recommendation-

If the Leesville Lake Association continues to distribute the quarterly newsletter via e-mail rather than mailing, I recommend that we get a refund from USPS for monies in our bulk mail account and purchase first class stamps to mail invoices.

February 14, 2019

LLA NEWSLETTER REPORT by Randy Weiss, Editor

Goal of the Newsletter: To promote LL with articles and pictures that show that we are an active association and a high-quality place to live. EX) *All lakes have debris, but we are significantly dealing with it.* Too many neighboring communities don't even know that LL exists and hopefully our newsletter will serve as an introduction to assist potential buyers and realtors. I have the ability to categorize recipients into sub-categories: realtors, community members, LLA Members; Non-LLA Members. I

Recipients: 340 including all LLA Members and Community Members, from Alta Vista, Gretna, and realtors all over.

Opened: @50% opened

Anyone who hasn't opened, please do and please forward to others. If you haven't received it at all, please tell me now and I will forward it to you.

Snafu: When it was finally ready to mail, I hit the wrong record and only the first page of the Newsletter was sent out, followed about 1 hour later the real one. Between this and possible Spam-reception, I believe that this interfered with the numbers opened.

Future Mailings:

Jan-March; April-June; July-September; October-December

Articles Due: March 15; June 15; September 15; December 15

Board and Chairs need to write something. It doesn't have to be a long article- just something that shows you are active. A few notes about your chair job AND accompanied by an experience you had on the lake; a favorite dock recipe, a recent picture of you and your family on the lake or at a lake event etc.

Also, *IF you have a roster of your sub-division's roster, please forward to me so I can compare with LLA Members and for future newsletters and possible Membership Drive.*

Other Ideas: I would like to showcase a family who resides on the lake in each issue. Suggestions? In general, suggestions about articles are very welcome.

LLA Website: Needs to be updated asap so that the newsletter can link to it.

DEBRIS COMMITTEE REPORT-FEBRUARY 14, 2019
Jim and Randy Weiss (Co-Chairs, LLA DEBRIS COMMITTEE)

Jim Weiss, Tony Capuco and Dave Rives attended the January 22, 2019 Meeting between AEP and LLA concerning Water Quality and Debris.

Debris issues discussed:

- The format and frequency with which AEP supplies monthly lake cleaning schedules and reviews of the previous month's actual activities to the Debris Committee. AEP agreed that they would comply with new schedule format beginning in February.
- Further discussion toward better identifying negative effects from the Pigg River, and what if any, we collectively might take to deal with these effects. AEP REPLY: "As for the Pigg River, we continue to believe our best approach is to continue with our increased efforts on debris removal and do not plan to conduct a study at this time."
- Noted that clean up activity on the lake was observed to be much lower in November and December.
- AEP would like to contribute articles to LLA new digital newsletter.
- Suggestion made that AEP look to purchase land near the river mouth as a permanent location for a clean-up crew and equipment which would minimize problems further down the river. AEP agreed to have their Real Estate Department look into this.

The LLA Debris Committee Response Summary to the January, 2019 AEP Report is as follows:

- 1.) Please clarify why AEP crew did not work the expected 3-4 days per week as originally planned?
- 2.) The LLA main channel and coves have been full of dangerously large debris in the past month. We view the amount of debris in the lake at this point in time to be a significant safety issue. When does AEP propose to resume debris issues on the main channel and coves?
- 3.) Is there no longer a crew dedicated to removal of debris on Leesville Lake? Is there only one crew (as opposed to two) servicing both lakes?

✍ **MARCH 13, 2019:** AEP DEBRIS TECH REVIEW (JIM AND DAVE TO ATTEND)

MARCH 15, 2019: DEBRIS COMMITTEE MEETING 2:30-4:00 PM ALTA VISTA LIBRARY

WATER QUALITY REPORT
2/14/19

- ✓ 1. The 2018 Water Quality Report has been completed and printed copies are available to those who are interested. A pdf of the report will be posted on the LLA website.
- ✓ 2. This year's water monitoring efforts were summarized and presented by Tom Shahady at the TLAC Board meeting on February 12. Dave Rives and I were at the meeting.
- ✓ 3. At our invitation, scientist from the Virginia Department of Environmental Quality (George Devlin) was present and we spoke with him at some length. It is unlikely that there are any funds to support Pigg River investigations this season, but we will follow up.
- ✓ 4. A revised budget request was submitted to Liz Parcell. At our meeting in Roanoke with Liz Parcell, Rob Gallimore and Dave Hoffman (January 24th), the decision was made that APCo would not fund water quality monitoring on the Pigg River in 2019. But Hoffman indicated that he might be able to provide some AEP funding. I will inform him of the results of our discussions with VDEQ.
- ✓ 5. Funds for Pigg River investigations may be possible from TLAC. A budget request can be submitted.