

**SILVER LAKE INSTITUTE**  
Board of Trustees Meeting – July 15, 2023

**Present:** Kevin Colburn, Kris Schultz, Jill Knitter, Peggy Phillips, Bill Schaefer, Jeanne Owens, Colleen Christmann, Bob Cook, Chuck Dusel, Julie Hoffner

**Absent:** Dan Longhany

**Guests:** Tim and Debbie Arieno, Larry Beman, Barbara Bruce, Jackie Kraft  
Bradley Huber, Timothy Covell, Diane Stephens, Mark Maternowski  
Joe Szwaczkowski, Steve Re

**Opening Prayer:** Tom Kraft

**Declaration of Quorum:** 11 of 12

**Guests Concerns:**

Barbara Bruce was concerned about young children swimming at Institute swim area without adult supervision. Sign will be placed at the Institute dock stating “swim at your own risk” “adult supervision required”

**Bookkeeper/Registrar Report – Permits & Transfers: Craig Bateman**

- 2023 taxes about 85% complete
- **Property Transfers:**  
Michael & Dawn Brown are residents in good standing 3849 (16) Janes Ave. are purchasing from Ernie & Linda Collins 6984 (35) Monroe Ave.
- **Deck permit:**  
Tracey Brewster 3835 (6) Lakeview Ave for waterfront space #6  
**Motion to approve: Peggy Phillips**  
**Second: Bob Cook**  
**All approve**
- **Tree Permit:**  
James Hopkins 3853 (22) Lakeview Ave., 4 trees  
**Motion to approve removal of 4 trees: Chuck Dusel**  
**Second: Jeanne Owens**  
**All approve**  
Jeff Johnson 3843 (12) Thompson Ave 6 trees  
**Motion to Approve removal of 6 trees: Tom Kraft**  
**Second: Kris Schultz**  
**All approve**

Roxanne Tuttle 6958 (7) Embury Ave. 1 tree

Tabled until grounds committee evaluates

- **Building permit:**

Diane Stephens 6991 (18) Hamline

Discussion was held during Executive Session changes to permit on garage and second story addition.

**Motion to approve: Kris Schultz Second: Julie Hoffner All approved**

Jeff Johnson 3843 (12) Thompson Ave.

Tabled until survey is complete and presented to the Board of Trustees

Roxanne Tuttle 6958 (7) Embury Ave. 12 foot by 16 foot shed

Tabled until permit from County has been presented.

### **Committee Reports**

#### **Executive: Kevin Colburn**

- No report

#### **Investments: Kevin Colburn**

- World Choice - \$82,058.71 as of 6/30/23. Up 3.2% since 12/31/22.
- Community Foundation – No update Will receive Statement early Aug.2023

#### **Legal: Kevin Colburn**

- No report

#### **Spiritual Life: Larry Beeman**

- Season going well with 15-30 people attending the worship services.
- Different ways of offering spiritual life experiences to the community
  1. Meditation sheets located at the Blue dock
  2. Evening vespers
  3. Meditation trail
  4. Gratitude board
  5. Food after worship
  6. Musical scavenger hunt

Guest Speak this Sunday July 16<sup>th</sup>, Sue Russell. Guest Speaker July 23<sup>rd</sup>, Kevin Colburn. Larry asked board to place clear box above programs box at the Blue Dock for Spiritual Life information. Board approved

#### **SLA: Peggy Phillips**

- Veterans lunch & boat tour July 28<sup>th</sup> @ 10:30am @ Warrior House across the Lake. If you know of any Veterans who would be interested or you would like to donate food for the luncheon, please contact Sally Capurso 585-750-7214
- Donations for the Garden basket and Golf basket for the raffle at the SLA Golf Tournament for C.L.E.A.N. please drop off at Peggy Phillips' cottage at 3841 Lakeview Ave or text at 336-817-8720
- New Temperature array which indicates the temperature of Silver Lake to go in soon. Information will be located on DEC website. Check out SLA website silverlakeassociation-wny.org
- Almost 70 SLA memberships sold so far. If you are still in need of your sticker, coupons, and directory for 2023 please contact Peggy Phillips 336-817-8720

### **Playground: Peggy Phillips**

- GaGa pit built! Thanks to Steve Re, Burts Lumber, Joe, and Derek for their help in making it happen
- Rock paint – Linda McMurtry to paint head of Sea Serpent on large rock. Community to add rocks to the body to surround the gazebo at Burt Park and eventually surround playground 😊
- Asking around for donations for split rail fence to surround playground area. If you know of anyone or a business who is willing to donate, please contact Peggy Phillips 336-817-8720
- 12 X 12 foot concrete area was built for the game four square. We need to wait until the concrete to cure before painting the 4 squares. Should be finished by Labor Day weekend
- Permission to build two horseshoe pits above the basketball/pickleball courts.
- **Motion to Approve: Kris Schultz**
- **Second: Jeanne Owens**
- **All approved**

### **Rules & Regulations: Tom Kraft**

- Committee is progressing on making a new rules booklet. We are printing them in house and are planning to distribute at the Cottage owners meeting on July 29, 2023
- Working on enforcement policies with minor infractions vs Major infractions. One time vs Ongoing. Fines would be for each infraction, or each day of violation
- Also working on the process of enforcing rules and regulations according to the by-laws such as:
  1. Letter or conversation informing of the infraction without the likelihood of a fine (Unless it is a major infraction)
  2. Letter informing of the infraction and the ongoing nature as well as possible fines or actions
  3. Fines are levied and/or legal proceedings are initiated
- Committee needed to decide:
  1. Who will decide fines

2. Who will inform about the fines
3. Process server of fines

**Board was elected to and have authority to change/revise rules, regulations, and by-laws**

**Programs: Julie Hoffner**

- July 3<sup>rd</sup> bike parade was very successful. Kudos to Cindy and Dick Adams
- July 5<sup>th</sup> Quilting Club is underway. Many guests came to view demo given by Sue Murphy (quilt as you go method). Those wishing to attend and cut squares, iron, etc. are encouraged and welcome
- The rain held off for our first Dessert on the Dock which is held every Wednesday at 7pm on the Blue Dock
- Our first Friday night concert brought in a total of 185 guests
- Music and the Brain given by Barbara Bruce in Hoag Gallery was enjoyed with group singing, spirited discussion and stories of how music has touched their lives.

**Grounds: Jill Knitter**

- Received initial estimate from Hulme paving and met with Cory Hulme to resolve issues on estimate
- Researched obtaining old railroad ties or power poles to boarder the new parking spaces on North side of Burt Park
- Inspection confirmed trees in the Institute to be removed which were previously requested by property owners. Plan on getting more quotes before making decisions.
- Tree on Hedding is a priority and must be taken down before the re-paving which is starting approximately August 1, 2023

**Lakefront: Jill Knitter**

- Inspections were completed on July 8, 2023. Letters to be sent to property owners and lakefront lessees where issues were noted.
- Dock numbers need to be on docks in event of an emergency. Derrick to purchase numbers and adhere them to stairs of dock space
- Nightshade climbing fence at the Blue dock. Plant has been cut. Frank Bright in charge of C.L.E.A.N. was contacted and stated it can/should be safely sprayed not saturated. Tom Kraft who was previously certified in pest control will take care of the issue.

**Grants: Kris Schultz**

- NEW GRANT:

We are applying for the NYS Regional Economic Development Council grant at the end of July. We must have at least 2 competing contractor estimates for the same Epworth project(s) so we can complete this very difficult application. Many thanks to Craig Bateman for working with the contractors and estimators.

For the new CFA Grant application, there are three items that need Board action:

1. Pass a resolution to establish the three building as local landmarks in the Silver Lake Institute. Board member Peggy Phillips read resolution. **Motion to approve: Tom Kraft Second: Jill Knitter All approved**
2. Formally authorize a person on the Grant Committee on behalf of the applicant (SLI) to submit this application. **Motion to authorize Glynne Schultz on behalf of the applicant (SLI) Colleen Christmann Second: Jill Knitter Approved**
3. Complete an environmental review of the proposed project the CFA grant would fund. This is a three step process:
  - a. Step one is completing the short environmental assessment form (EAF)
  - b. Step two is completing part 2 of the EAF. Kris Schultz read questions and the appropriate response is noted on the form.
  - c. Step three is completing part 3 of the EAF. Kris Schultz filled out the form and signed it after the resolution was made and approved.

- PENDING GRANTS:

**SAM (DASNY):**

A meeting with Senator NYS Jeremy Cooney is planned. He's the nearest Democrat in the NY Senate Finance Committee, and some believe he can turn the tide on the promised \$100k grant.

- EPWORTH FLOOR:

Waiting for the reimbursement check that's expected this month.

- HOAG BUILDING CONDITION:

Craig Bateman asked InSite to return to inspect and photograph both bathrooms to add to the report. And remove the dead squirrel photo from the report too.

- HISTORIC SEA SERPENT MARKER:

We should hear this month if they approved our request for a marker.

- EPWORTH FRENCH DRAIN:

We should hear in August if we are approved for French drain funding.

**Historical: Sharon Pratt**

- Celebrating our Past tour scheduled for August 20<sup>th</sup> to include the public. It was suggested that local Realtors be invited
- Sharon asked that everyone think of a safe place to store papers regarding our history of Silver Lake Institute
- Brad Huber had concerns about the bee situation at Epworth. Asked if it would be taken care of before the Epworth window project scheduled for July 29-30, 2023 occurs. Joe Z. to work on that with Derrick

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**Hoag: Chuck Dusel**

- Assessment report is complete and committee is working on missing items needed to be completed

**Stoody: Bill and Kathy Schaefer**

- Cushions were purchased for the porch glider
- All slots are full for the Saturday morning café hosts. The first café of the season was a huge success
- Board needs to prepare for hosting the Saturday Morning Café at the cottage owners meeting in Epworth on July 29,2023

**Epworth: Sharon Pratt**

- No report

**SLE: Kathy Schaefer**

- The Program schedule is 2/3 complete with workshops for the SLE 2024

**Long Range Planning: Bob Cook**

- Four Bricks installed at the Blue Dock
- Bob Cook explained that Long Range Planning Committee dissolved as everyone is on different committees. The Board of Trustees to meet at August Board meeting (8/19/23) to discuss long range plans. No other business to be discussed at this meeting.

**Communications: Colleen Christmann & Jeanne Owens**

- June 24, 2023 the first revised Welcome Committee Open house for 8 new families was held at Stoody and was very successful. This will become an annual event.
- SLI t-shirts are now on sale to raise funds for the permanent information sign to replace current sign at Burt Park
- Our Website was officially turned over to Terry Owens who will be administrator along with Colleen Christmann. Some changes to the website are coming in the future.

**Nominating: Bill Schaefer**

- Four positions coming up for re-election If you wish to run for the Board of Trustees or wish to nominate someone, please contact Bill Schaefer. Two people interested so far are:
  - a. **Brad Huber**
  - b. **Jim Kwiatkowski**

Also, please send your Silent Hero nominations to Glynne Schultz for the Volunteer Appreciation Dinner scheduled for August 17, 2023 ASAP

**Finances: Jill Knitter**

SLE	11,419.29
RENTAL	7,002.46
RESERVE	1,170.31
EPWORTH	50.00
<u>GENERAL</u>	<u>101,234.28</u>

**Total**

**\$120,876.34**

**Motion to adjourn: Chuck Dusel Second: Kris Schultz All approve**