



P.O. Box 171111, Irving, Texas 75017-1111  
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**Board of Directors**  
Closed Board Meeting Minutes  
**Wednesday, December 3, 2025**

**Directors in Attendance:**

Steve Martin, Daniel Hernandez, Peter Kang, Angel Pilarski

**Director Not in Attendance:**

Hanna Beachamp

**Quorum:** Established

**Meeting Called to Order:** 3:00 PM

**Agenda**

1. Delinquent Accounts
2. Various Lawsuits / Potential Lawsuits
3. Boat Sticker and Trailer Storage Fees
4. Illegal Enforcement of ILA Documents
5. Fatal Incident on Lake Vilbig

**Meeting Adjourned:** 4:00 PM

**2025 Board of Directors**

**Steve Martin**  
President

[ILA.President.2@gmail.com](mailto:ILA.President.2@gmail.com)

**Daniel Hernandez**  
Vice President

[ILA.1st.vice.president@gmail.com](mailto:ILA.1st.vice.president@gmail.com)

**Peter Kang**  
Vice President

[ILA.2nd.vice.president@gmail.com](mailto:ILA.2nd.vice.president@gmail.com)

**Angel Pilarski**  
Treasurer

[ILA.Treasurer@gmail.com](mailto:ILA.Treasurer@gmail.com)

**Hanna Beachamp**  
Secretary

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## Board of Directors Closed Board Meeting Minutes

Wednesday, September 10, 2025, via phone

Board of Directors in attendance: Daniel Hernandez, Peter Kang, Steve Martin, Angel Pilarski, Hanna Beauchamp

**Quorum established**

**Call to order:** 4:00 pm

Agenda:

1. Letter to the ILA member responsible for reckless damage and destruction of property
2. Election in 2026, Nomination Committee
3. Committees: Finance and Rules
4. Miscellaneous

1. Board approved letter to ILA member responsible for reckless damage and destruction of property. Secretary will mail the letter with invoice via certified mail, and return receipt requested. Board will be copied on email.
2. Board discussion regarding process and timeline from previous year. Definitive dates for this year TBD. Board approved removal of 2024 Nomination Committee, and appointed 2025 Nomination Committee.
3. Board appointed additional Finance Committee member and Rules Committee member.
4. Miscellaneous: Board discussion regarding questions from membership during meetings. Board agreed to provide answers via email, and post to ILA website under Q&A tab (to be added to website).

**Adjourned:** 4:50 pm

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Angel Pilarski  
Treasurer

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## Board of Directors September Meeting Minutes

Thursday, September 4, 2025, South Irving Library 601 Schulze Drive Meeting Room #2

Board of Directors in attendance: Daniel Hernandez, Steve Martin, Angel Pilarski, Scott Rose, Hanna Beauchamp

Resignation of President Rose effective immediately; replaced by Peter Kang

**Members in attendance:** Peter Kang, Andrea Plachcinski, Ann and Mathew Chittatil, Pierce Johnston, Sandy White, John and Linda Mikalik, Althea Jones, Ping Wang and Andy Jia, Jimmy Joung, Steve Dillon, Rick Huffman, Julie and Mark Grigsby, Jay Purrington, Jun Guo and Andrew Zhou, Ray Jeffrey

### Quorum established

**Call to order:** 5:32 pm and announcements by President Rose: Following the conclusion of Board business, each member will be allotted up to two (2) minutes to present items or concerns. Please note that all action items will be taken under advisement. Responses and any necessary follow-up will be provided via email, as appropriate. This process is consistent with the ILA Bylaws and Texas Property Code §209.0051(h).

Secretary Beauchamp

Motion made to approve June 26 Special Meeting Minutes, August 13 Emergency Meeting Minutes, August 27 Special Meeting Minutes submitted by Secretary Beauchamp, approved unanimously. Treasurer Pilarski will post them on the ILA website.

President Rose

1. Use of the unofficial Facebook page is no longer means of communication by the Board
2. Rusdell Island: some members are of opinion that it's the Board's responsibility to maintain it, use of volunteers not an option since it would violate the ILA's umbrella policy; keep the island as sanctuary vs clearing; financial impact \$40,000.00 - \$60,000.00, solicit input from the membership
3. Rusdell Island: addressed the unlawful clearing by an ILA member, authorities notified, the attorney consulted
4. Accomplishments: online payments available, deck installation in process, dredging completed, collection of about half of all delinquent payments with interest, ILA website updated
5. Resignation from the Board effective immediately; ILA materials will be returned to the Board
6. Current meeting: appoint VP Martin to preside

Treasurer Pilarski

1. Motions:  
Appointment - Peter Kang - fill vacant board position: VP Martin seconded, discussion, motion carried 3-1.  
Removal – 2024 Rules Committee Chair: VP Martin seconded, discussion, motion carried 3-1.  
Appointment - Althea Jones – 2025 Rules Committee Chair: VP Martin seconded, discussion, motion carried unanimously.

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Accept mowing services from Loth (Lance) Bounlatay as needed for \$250/per mowing of Cypress Cove Park: VP Martin seconded, discussion, motion carried unanimously.

Accept proposal from Holy Family Catholic Academy charitable organization for ILA lake clean up for \$2,000.00, to take place on Saturday, October 4, 2025, 8am to 12 noon, VP Kang seconded, discussion, volunteers offer use of boats, motion not carried and tabled.

Approve letter to ILA member responsible for reckless damage and destruction of property, VP Martin requested time to get familiar with the letter's content, discussion, motion not carried unanimously.

2. Finance Report as of September 4, 2025, covering expenses and income from June through August presented during the meeting, current balance \$147,337.65, PAs signed (the report to be posted on the ILA website under the Member Section)
3. Review sale/transfer certificates with Secretary: tabled
4. Reassignment of the Board positions: VP Hernandez seconded, motion carried as follows: President – Steve Martin, VP – Peter Kang, remaining positions same.

#### **Items for discussion/questions brought up by visitors:**

1. Former Board Member turned in PO box key and a legal document filed with the Dallas County.
2. 2024 Elections Chair offered help with 2025 nominations and election process. Also mentioned Board members' expiring terms.
3. Water testing status: Previous water testing person discontinued. New company hired with recommendations of possible quarterly testing. New test to be conducted ASAP and results to be posted on ILA website.
4. ILA member voiced concern regarding Board appointment.
5. Posting on Facebook: the Board is not responsible for removal of any pictures/videos. The new ILA website is up, if membership wishes to post pictures/videos relating to activities on the Lake, please contact Treasurer Pilarski; comment made by ILA member that whatever the Board posts on the website, he would copy it and post it on Facebook.
6. ILA member questioned status of committees' replacements. Board member cited Bylaws regarding committee appointments.
7. ILA members provided detailed list of questions regarding dredging, and Cypress Cove Park.
8. ILA member suggested Board meetings start at later times, and be conducted in more flexible format.
9. ILA member noted that some info missing from one of the legal documents on website, Board made note for updating.
10. ILA website some info missing, e.g. Fines and Fees document: the website will be updated
11. ILA member appealed to Board and Membership to work towards common goal, and a healthy well-maintained lake.

**Adjourned:** 7:30 pm

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## Board of Directors Special Meeting Minutes

Wednesday, August 27, 2025 via phone

**Board of Directors in attendance:** Daniel Hernandez, Steve Martin, Angel Pilarski, Scott Rose, Hanna Beauchamp

Call to Order: 6:02 pm

Agenda:

1. Update on recourse to take against the ILA member responsible for unauthorized clearing the Rusdell Island
2. Miscellaneous:
  - a. Electronic payments
  - b. Cypress Cove Park improvements

1. The attorney currently on the retainer was consulted and the civil lawsuit route is very expensive, legal representation cost \$375.00/hr. It might total over \$70,000.00. ILA Bylaws Article III Section 7 addresses actions to be taken against the person committing violations, which includes levying fines not to exceed the cost of the island repair (estimated at \$28,000.00) and \$500.00 fine for rule violation can be added. It would be a partial fine; the entire damage is estimated at \$63,000.00. Section 8 and 9 specify notice requirements for violations and the appeal process, punitive damages cannot be levied. If the violator chooses to appeal, it goes through the Rules Committee and the Appellate Committee appointed by the Rules Committee. Written notice by a certified letter return receipt requested must be mailed; it is currently drafted and to be reviewed by the attorney (\$5,000.00 added to the retainer account, if not used for the civil suit, it will be moved to the general retainer account). Depending on the outcome of the ILA Bylaws route, the Board can choose to file a civil suit.

Texas Property Code 209.006 thorough 209.008 governs written notice, hearing requirements, and collection conditions.

The police report has been filed; it's now between the violator and the court system.

The matter will be on the agenda during the September monthly meeting and a vote on the course of action will be taken.

It came to the Board's attention that some ILA members expressed interest in volunteering to maintain the island. However, it would violate the ILA's umbrella policy. The current insurance policy does not cover the Rusdell Island. The arborist will be contacted to get an estimate on

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regular maintenance of the island. The Board will poll the membership via email to gauge interest in covering this expense. A special assessment would have to be levied; the goal of the Board is to keep the current bank balance of \$140,000.00 intact.

2 Miscellaneous:

- a. Electronic payments to the ILA are now available
- b. Cypress Cove Park: decking is almost complete; a new fence is up

**Adjourned:** 6:27 pm

**Upcoming Meetings/Events**

**Board Monthly Meeting**

When: September 2, 2025 – 5:30 pm

Where: South Irving Library 601 Schulze Drive Meeting Room #2 (availability yet to be confirmed)

AI – assisted minutes submitted by the Secretary.

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## Board of Directors Emergency Special Meeting Minutes

Wednesday, August 13, 2025 via phone

**Board of Directors in attendance:** Daniel Hernandez, Angel Pilarski, Scott Rose, Hanna Beauchamp

Call to Order: 6:00 pm

Agenda:

1. Damage to the ILA property - clearing the Rusdell Island by an ILA member without authorization
2. Miscellaneous:
  - a. new ILA website
  - b. response to overdue assessment letters

1. Damage to the ILA property: The Board received numerous calls from ILA members informing them about work being done on the island. Inspection by the Environmental Committee revealed ½ of the island cleared of trees and other vegetation, cut trees and dirt knocked into the channel, which has recently been dredged, seasonal bird population displaced, nesting grounds moved off the island. The ILA member responsible for the damage was contacted and received cease and desist notice. However, the work did not stop. The violation is deemed incurable. The dredge company has estimated damage in the amount of \$12,000.00; the arborist used by the ILA will be contacted to assess cost of planting trees and seeding grass.

The Board discussed options. The criminal mischief complaint with a felony charge since the damage exceeds \$2,500.00 (Texas Penal Code Section 28.03). The remedies for civil enforcement may include fines, assessments for costs of repairs, or restoration, loss of association privileges, which would mean access to amenities and voting rights legal action in small claims or civil court to recover damages. Taking no action is not an option since the ILA Bylaws determine the Board's responsibilities towards membership and lake maintenance.

To initiate any legal action the Board will consult the attorney currently on the retainer; \$375.00/hr.

Before the ILA takes any action against the offender, a written notice by a certified letter return receipt requested must be mailed.

First Amended Bylaws Article III Sections 6 – 9, the Board may act against a member committing violations, notice requirements are specified, appeal process outlined.

### 2025 BOARD OF DIRECTORS

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The Board needs to verify/update membership of the Rules Committee; Althea Jones volunteered to chair it. In case of an appeal the Committee will appoint an Appellate Committee of at least five and no more than seven members.

The Board decided to cover only the attorney fees at this time and not to dip into the ILA savings to cover the cost of dredging the affected area and replanting the island until the money is recouped.

The matter will be on the agenda during the September monthly meeting and a vote on the course of action will be taken. The ILA member involved in the violation will be invited to the meeting.

2 Miscellaneous:

- a. The new ILA website will go live the week of August 18, 2025; the Board members are asked to review for corrections/additions.
- b. Very positive response to overdue letters prepared by the Treasurer; many members have paid up.

**Adjourned:** 7:31 pm

**Upcoming Meetings/Events**

**Board Monthly Meeting**

When: September 2, 2025 – 5:30 pm

Where: South Irving Library 601 Schulze Drive Meeting Room #2

AI – assisted minutes submitted by the Secretary.

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## Board of Directors Special Meeting Minutes

Thursday, June 26, 2025, 2117 Bayview Drive

**Board of Directors in attendance:** Steve Martin, Angel Pilarski, Scott Rose, Hanna Beauchamp

Call to Order: 5:30 pm

Agenda:

1. Economic relief package program
  2. Park update
  3. Bills/Purchase Authorizations
  4. Miscellaneous
  5. Cancel two monthly meetings of the Board
- 
1. Discussed economic relief package: the proposal to allow residents not in “Lien status” in certain financial situation to pay existing ILA debt within 6 months without fees or fines at this time it will not be offered, the Treasurer will mail letters to members with overdues
  2. Cypress Cove Park update: deck installation coming up, donated playground equipment will be delivered
  3. Bills paid/Purchase Authorizations approved and signed
    - a. Chad Fikes lake biologist \$425.00
    - b. Cypress Cove Park mowing \$800.00
    - c. Tax return \$350.00
    - d. Printer ink cartridges for the Treasurer \$90.49
    - e. Dual battery charger for Cypress Cove Park \$53.03
    - f. Office supplies (file folders and labels) for the Treasurer \$31.48
    - g. Yard of the Month gift cards each in the amount of \$25.00 for grand total of \$100.00 for July, August, September (one extra card since the program ends in September)
    - h. QuickBooks/Intuit online subscription \$37.31 monthly charge
    - i. Cypress Cove Park repair (deck, walkway) \$45,000.00
    - j. Cypress Cove Park trash cans (the old ones were stolen) and trash bags \$135.22
    - k. ILA attorney retainer \$783.00
  4. Miscellaneous
    - a. Hold off monthly lake analysis – conduct it on quarterly basis
    - b. 2 votes via email coming up: transfer of donated playground equipment \$4,000.00 and fence repair
    - c. ILA website to be shut down possibly mid-July, new under construction

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4. Cancel the Board's monthly meetings in July and August, resume regular monthly meetings in September

**Adjourned:** 6:42 pm

**Upcoming Meetings/Events**

**Board Monthly Meeting**

When: September 2, 2025 – 5:30 pm

Where: South Irving Library 601 Schulze Drive Meeting Room #2

AI – assisted minutes submitted by the Secretary.

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## Board of Directors June Meeting Minutes

Tuesday, June 3, 2025 South Irving Library 601 Schulze Drive Meeting Room #2

**Board of Directors in attendance:** Daniel Hernandez, Steve Martin, Angel Pilarski, Scott Rose, Hanna Beauchamp

### Quorum established

**Call to order and announcements by President:** 5:30 pm. Motion made to approve April meeting minutes submitted by Secretary Beauchamp; approved by 4 directors, one ineligible to vote since he was not a Board member in the month of April. Guests are allotted up to two minutes to present any concerns/questions/suggestions; as needed the Board will respond by email.

**Members in attendance:** Peter Kang, Linda Mikalik, Sonny San, Kristi Wooddell

### Items for discussion brought up by visitors

Sonny San objected to Rule #5 from Rules of Lake Vilbig – Fines and Fees Document amended January 2024 specifically “No fishing apparatuses such as ... nets...” He would like to catch bait in the lake to use it for fishing. The Board will have a discussion and respond by email.

### President’s Rose Reports/Motions

1. Addressed changes to the Board membership; the former Treasurer was released on May 6, 2025; Vice President Pilarski assumed the role on an interim basis. Daniel Hernandez was unanimously voted via emails on May 2025 to fill the vacancy (First Amendment Bylaws of ILA Article XI Section 5).
2. Addressed changes to the committees:
  - a. John Mikalik stepped down from the Communications and Environmental Committees, the Board expressed sincere gratitude for his dedicated service to the ILA in multiple capacities over the years.
  - b. the Finance, the Rules, the Nominating Committee required (First Amendment Bylaws of ILA Article VIII Section 1); only the Finance Committee is in place, appoint the other two
  - c. the Environmental Committee: Chair Peter Kang, member Althea Jones
  - d. Any other committees previously operating or new committees that would like to organize and may request assistance from the BOD will need to reach out to the Board to initiate this action.
  - e. the “Yard of The Month” Committee spearheaded by Iris Dillon
3. Updated on the dredging project of the Rusdell Channel: the project completed under the proposed and approved amounts (the original budget approved by the previous board was \$176,000; the final proposal submitted by Envirodredge totaled \$235,000); the current

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- Board completed the project for \$118,160, which also included comprehensive services such as island bank cleanup, tree and overgrowth removal, post-dredging cleanup, and the disposal of substantial debris, including railroad ties, toilets, unearthed trees, and large volumes of resident deposited waste. Temporary stakes placed in the Rusdell Channel after dredging, permanent buoys may be needed. Note: Dredging is not a permanent fix for boat traffic, as there are sub-marine landslides from inlet culverts installed by the City.
4. Will be using the savings from the dredging to repair and revitalize the park. President will be calling for a vote at a later date. The original budget approved by the previous board was \$176,000. Although the final proposal submitted by Envirodredge totaled \$235,000, this board was able to complete the project for just \$118,160—significantly under both the proposed and approved amounts. This is a cost savings of **\$57,840** from the previous Board’s Special Assessment.
  5. In addition, the dredging company reopened access to the area informally known as “PooPoo Lagoon.”
  6. Presented Cypress Cove Park initiative: the area has deteriorated, use some of the funds saved from the dredging project, conduct a member survey for suggestions, potential improvements, obtain cost estimates:
    - a. Installation of a designated walking/exercise path
    - b. Decking under the picnic tables reducing exposure to swampy ground, poison ivy, poison oak
    - c. Installation of a children’s playground (VP Hernandez volunteered to check on some equipment to be auctioned off)
    - d. Plant shade trees suggested by the Secretary (many lost due to storms) and inspect the shade (holes noticed in 2024): Peter Kang and the Environmental Committee tasked to research tree species
  7. Cypress Cove Park trespassing: uptick on trespassing incidents, contact the Board for the current combination
  8. Chad Fike lake biologist: very general in nature reports, no actual readings, possibly replace his service with a college student; reference the ILA Bylaws for guidelines pertaining to the Board responsibilities in maintaining the Lake

#### Treasurer’s Pilarski Reports/Motions

1. Records obtained from the following institutions:
  - a. Bank of America May 9, 2025 – presented statement as of May 2025
  - b. Fidelity May 16, 2025 – presented statement as of May 2025
2. Status of financial accounting software:
  - a. Easy HOA (financial accounting software) May 23, 2025 – cancelled (duplicate payments made by the ILA)
  - b. QuickBooks/Intuit (financial accounting software) – currently still no access, unable to see paid/unpaid dues
3. Status of debit cards with Bank of America: issued to the Board on May 6, 2025, unusable, reissued and received May 16, 2025
4. ILA Umbrella Insurance: not paid on time, replacement check cut on May 16, 2025

### 2025 BOARD OF DIRECTORS

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5. 2024 tax: CPA contacted on May 26, 2025, not filed on time, a late filing fee assessed, the Treasurer made a motion to e-file 2024 taxes in the amount of \$158.00, Vice President Martin seconded, unanimously approved
6. HOA electronic payments: possibly available soon, fee paid by the ILA member
7. Requests for reimbursement: contact the Treasurer 15 days prior to a monthly meeting
8. Economic relief package: tabled pending QuickBooks access, schedule a special meeting
9. Sign Purchase Authorizations/bills
  - a. Purchase Authorization in the amount of \$4,391.00 for General Liability and Umbrella Insurance (replacement check)
  - b. Purchase Authorization in the amount of \$32.83 for an ink deposit stamp
  - c. Purchase Authorization in the amount of 7,000.00 to Fernando Tree Service
  - d. Reimburse John Mikalik in the amount of \$234.37 for 35 trophies for the Blake Casbeer fishing tournament
  - e. Reimburse Vice President Martin in the amount of \$68.43 for a lock and keys to Cypress Cove Park/shed
  - f. Purchase Authorization in the amount of \$18.61 for the Treasurer's expanding file folder

#### Secretary's Items

1. Suggestion to post the ILA agenda on the ILA website one week before the Board's meeting: response – not required by the Bylaws
2. Suggestion to make the agenda available to the Board before the meeting
3. Per the new Board meeting minutes are approved during the Board's meetings
4. The Secretary posts the minutes on the ILA website.

#### Vice President's Items

1. Distributed keys to the shed in Cypress Cove Park: the Secretary declined to receive hers

**Adjourned:** 7:02 pm

#### Upcoming Meetings/Events

##### Special Meeting of the BOD

When: TBD - a notice given at least three days before the meeting (First Amendment Bylaws of ILA Article VI Section 4)

##### Board Monthly Meeting

When: Postponed per Article VI – Section 3

Where: South Irving Library 601 Schulze Drive Meeting Room #2

AI – assisted minutes submitted by the Secretary.

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### 2025 BOARD OF DIRECTORS

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**Board of Directors  
May Meeting Minutes**

Tuesday, May 6, 2025, South Irving Library 601 Schulze Drive Meeting Room #2

Board of Directors in attendance: Steve Martin, Angel Pilarski, Scott Rose, Sandy White, Hanna Beauchamp

**Quorum established**

**Call to order and announcement by President:** 5:40 pm

**Members in attendance:** Prashant Bhardwaj, Daniel Hernandez, Peter Kang, John Mikalik, Linda Mikalik, Andrea Plachcinski, Sonny San

**Items for discussion brought up by visitors**

Prashant Bhardwaj expressed concern about the odors emitted during the dredging process and filling his residence making it uninhabitable.

**President Rose Items/Reports**

1. Update on the dredging project in the Rusdell Channel: going as planned under the close supervision of President and Vice President Pilarski
2. A discussion was held regarding the number of trophies to order and the need for additional votes on related matters.
3. A \$500 donation to Tim Casbeer for the Annual Blake Casbeer kids fishing tournament to be held on July 5 was proposed and unanimously approved. This will cover trophies and food. It was noted the President was willing to fund the event if needed.
4. A discussion was held regarding updating bylaws (unchanged since 2011; open-ended and generic) to reflect new membership and evolving community needs.
5. Committee roles and effectiveness are reevaluated.
6. Social media use was discussed, including positive feedback and strategies to share project images (e.g., diving pictures).
7. Facebook is being utilized for boating information and broader communication.
8. Presentation regarding consideration of Debt Forgiveness of fees and interest of some ILA members tabled for a future meeting.
9. A boat ownership list and contact info made available to the Board
10. Cypress Cove Park invaded by fire ants; how many acres and cost; tabled for the July meeting
11. Will be using the savings from the dredging to repair and revitalize the park. President will be calling for a vote at a later date. The original budget approved by the previous board was \$176,000. Although the final proposal submitted by Envirodredge totaled \$235,000, this board was able to complete the project for just \$118,160—significantly under both the proposed and approved amounts. This is a cost savings of **\$57,840** from the previous Board’s Special Assessment. Note: This is not a permanent fix, as there are sub-marine landslides as a result of the City placed inlet culverts.

**2025 BOARD OF DIRECTORS**

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Treasurer White Items/Reports

1. Bills paid and Purchase Authorizations:
  - a. Purchase authorization for dredging in the amount of \$112,000.00 approved unanimously via email (PA to be signed) Amount previously approved by the previous Board \$176,000 for the entire dredge project
  - b. Purchase authorization for tree removal in Rusdell Channel in prep for dredging in the amount of \$12,000.00; approved unanimously via email
  - c. City of Irving permit for dredging in the amount of \$65.00
  - d. Reimburse Angel for two Yard of the Month gift cards (May and June) in the amount of \$50.00
  - e. Chad Fikes lake biologist for April visit in the amount of \$425.00
  - f. Jonathan Kirk for mowing/poison ivy spraying of Cypress Cove Park in preparation for Easter Egg Hunt in the amount of \$400.00
  - g. Reimburse VP#2 for batteries in the amount of \$585.98
2. Financial update/review Customer Balance Summary as of May 5, 2025:
  - a. 52 members with an outstanding balance of \$23,217.00
  - b. Alternative payment plans: none
  - c. Current liens: 7
  - d. Lien warning letters sent: 8
  - e. Potential liens to be filed: 3
  - f. Liens to be removed: potentially 1 (property in foreclosure, lawsuit, ILA should get paid, the new owner will pay 2025 dues)
  - g. Sale/transfer in February: 2 (1161 Bayside Drive, 1204 Garden Terrace Drive)
3. Balance Sheet /Current Cash as of May 5, 2025
  - a. Fidelity main account - \$169,940.00
  - b. Bank of America DDA - \$30,344.00
  - c. Total cash - \$200,285.00
  - d. 2 brokered CDs at Fidelity total \$80,000.00
    - i. Mature July 2025 - \$40,000.00
    - ii. Mature April 2026 - \$40,000.00
  - e. Total cash and CDs - \$280,284.00

**Adjourned:** 6:30 pm

Closed Meeting called to order

**Upcoming Meetings/Events**

**Board Monthly Meeting**

When: June 3, 2025 at 5:30 pm

Where: South Irving Library 601 Schulze Drive Meeting Room #2

AI – assisted minutes submitted by the Secretary.

**2025 BOARD OF DIRECTORS**

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**Board of Directors  
April Meeting Minutes**

Monday, April 8, 2025 at 5:30 pm South Irving Library 601 Schulze Drive Meeting Room #2

Board of Directors in attendance: Steve Martin, Angel Pilarski, Scott Rose, Sandy White, Hanna Beauchamp

**Quorum established**

**Call to order and announcement by President:** 5:35 pm, this meeting and all future meetings will be transcribed by Gemini AI as agreed by the Board. Motion made to approve March 5 meeting minutes submitted by Vice President Pilarski (Secretary Beauchamp not in attendance), approved by 4 Directors

**Members in attendance:** Prashant Bhardwaj, Steve Dillon, Jun Guo, Rick Huffman, Althea Jones, Peter Kang, Kristina Kelcher, Linda Mikalik, John Mikalik, Sonny San, Julie Skotak

**Non-members in attendance:** Tim Casbeer

**Items for discussion brought up by visitors**

Tim Casbeer requested the Board’s support in organizing/financing the Annual Blake Casebeer Kids fishing tournament to be held on July 5<sup>th</sup>, estimated total cost \$500.00 (trophies, refreshments). The President volunteered to assist in setting up Cypress Cove Park for the event; contact Jonathan Kirk to mow the park to the edge of water. The matter was tabled for now.

Juan Guo requested the Board’s support for a community building event in the form of Easter Egg Hunt to be held on April 19 at Cypress Cove Park. Discussion about the formation of the Social Committee and offering Juan Guo to chair it, to be revisited at a later date.

**President Rose Items/Reports**

1. All meetings will be recorded and transcribed using AI. Approved unanimously. The Board agreed to use a new meeting format for its proceedings. AI usage will streamline the approval process. AI minutes to be emailed by the President to the Board a few days after the meeting.
2. Prashant Bhardwaj appointed Assistant Treasurer; approved unanimously, discussion about the focus on confidentiality by all members with access to membership overdue payments, liens, payment plans.
3. The Dredging Committee be disbanded immediately due to lack of engagement and defiance of agreements. A committee member spoke on behalf of the Board at the City meeting without proper authorization, leading to a discussion about the dredging project’s true purpose and the lack of factual information in recent years. President will lead this project with the assistance of Vice President Pilarski, approved unanimously, motion also included a proposal to expediate the project by providing regular updates and ensuring full transparency. Approved unanimously. Request to the Treasurer and the Finance Committee to have dredging funds readily available to expedite this project. The project’s cost was discussed, with a final estimate of \$175,000.00 and a comprehensive

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- dredging project report was shared. The Dredging Committee and the Treasurer were tasked to collaborate in lowering the cost and using those funds for a future park enhancement project.
4. Motion made and approved to distribute financial spreadsheets to Board members including profit and loss statements and a detailed list of expenses. Hard copies distributed to the Board by the Treasurer. Discussion addressed the need for a more accessible location within the software system for the Board members to view documents. Motion made for an easier electronic form of financial information to be compiled and made available to the Board. Approved unanimously.
  5. President had a conversation with Chad Fikes lake biologist: the dredging project does not directly impact the health of the lake. Chad explained that stagnant water in the canal would take approximately 30 to 50 years to affect the lake's health, and dredging is not essential for maintaining the lake's overall condition. His primary concern is the sediment in the fishbowl. President inquired why we are only testing for basic water quality and plant growth rather than assessing actual water toxins. Chad clarified that his focus is mainly on fish habitat. Additionally, he offered to conduct the toxin tests free of charge, without the need for a formal contract.
  6. Motion made to appoint Peter Kang chair of the Environmental Committee as John Mikalik is stepping down, new committee members: John Mikalik, Althea Jones; approved unanimously. Discussion revolved around the Environmental Committee's responsibilities and enforcement of rules, focusing on lake maintenance and policy adherence. There was also talk about past issues and the need for a letter to be sent out to property owners in violation, possibly using letters drafted by the previous Board. The Board approved the Environmental committee's letters and fines policy, the Committee will be responsible for tracking and updating letters. A standard format letter for environmental compliance and the role of the Environmental Committee in following up on violations will be drafted.
  7. Moved that all committees and clubs, except for Communications, Environmental, Finance and Rules be paused until the current Board has time to assess the members and validity of these committees and clubs that request resources from the Board; approved unanimously. Motion also included a discussion about revising the committees and updating the communication platform.
  8. Proposed that the Board provide an economic relief package to residents not in "Lien Status." The proposal is being discussed to allow residents in certain financial situations to pay existing ILA debt within 6 months without fees or fines. It includes a one-time offer for forgiveness of existing fees and fines, with a 2.5% interest rate on outstanding balances, and the option for monthly payments (currently in place). Discussion about fees and interest stated in bylaws, with a focus on the need for amendments to ensure compliance. The conversation covered the status of fees and interest, and the potential for reducing these costs. The community discussed a forgiveness program for community members. President believes this will help clear the books, provide an influx of capital, offer administrative relief to the Treasurer, and assist our community in recovering from financial hardships. The individual will be responsible for contacting the Treasurer/Assistant Treasurer to make arrangements. This will be more clearly defined if

## 2025 BOARD OF DIRECTORS

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passed. President proposed that the Board hold a closed session to discuss the customer balance summary.

- 9. Need to provide Bank of America with appropriate documents to apply for debit cards for the Board to avoid usage of personal credit cards.

Vice President Pilarski Items/Reports None

Vice President Martin Items/Reports

- 1. Submitted trailer inventory as of March 29; ILA list 31, on hand 25, identified 18, unknown 7, discrepancy two tagged #3
- 2. Need for a plan to manage and dispose of the trailers
- 3. Need for letters to be sent to individuals regarding the ownership of the trailers and a plan to address the issue
- 4. Coordinate search effort to locate missing trailers
- 5. Discuss the need for physical and digital records to match the trailers and ensure proper tracking.

Treasurer Items/Reports

- 1. Bills paid:
  - a. Purchase authorization in the amount up to \$400.00 for Easter Egg Hunt (with the condition for submission of all receipts); approved unanimously
  - b. Purchase authorization in the amount of \$5.00 filing fee to change ILA’s corporate office removing Matt Shelley and recording Scott Rose (Change of Registered Office/Agent Form 401 with Secretary of State Austin, TX); approved unanimously
  - c. Purchase authorization in the amount of \$ 97.43 for Yard of the Month sign and \$25.00 gift card for the month of April winner to reimburse Iris Dillon; approved unanimously
  - d. Purchase authorization in the amount of \$61.16 for the LakeVilbig.com domain renewal to reimburse Joel D’Souza (his personal cc is on file)
  - e. Chad Fikes lake biologist invoice # 1245 for March visit in the amount of \$425.00
  - f. Purchase authorization in the amount of \$898.00 for Liability Directors and Officers Insurance January 2025
  - g. Purchase authorization in the amount of \$4,391.00 for General Liability and Umbrella Insurance due April 2025
  - h. Purchase authorization in the amount of \$400.00 to Jonathan Kirk for mowing/poison ivy spraying of Cypress Cove Park in preparation for Easter Egg Hunt
  - i. Purchase authorization approved via text in the amount of \$2,800.00 to Fernando Tree Service for tree/limb removal at Cypress Cove Park: three bids received, best bid taken with previous experience by a Board member, reflecting very good work done
- 2. Treasurer’s financial update: President adjourned the meeting without review of this item, to be discussed at future meeting

Secretary Items/Reports

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1. Virus Protection Software Trent coverage has expired. Discussion concerning the need for ongoing measures to ensure the safety of data and hardware from malware; contact Joel D’Souza for input/suggestions
  2. The LakeVilbig.com domain renewed for 2 years until March 2027
  3. The WIX platform: the LakeVilbig.com is hosted on it, due to renew at the end of 2025 (last time renewed for 3 years \$448.15 with a 50% discount), Matt Shelley’s cc is on file
  4. Discussion of the items/order of agenda, suggestions made to start with bills payment and financial updates, opposing views expressed, purpose of any changes: make meetings more efficient and shorten their duration.

**Adjourned:** 8:13 pm

**Upcoming Meetings/Events**

**Board Monthly Meeting**

When: May 6, 2025 at 5:30 pm

Where: South Irving Library 601 Schulze Drive Meeting Room #2

AI – assisted minutes submitted by the Secretary.

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**Board of Directors  
March Meeting Minutes**

**Wednesday, March 5, 2025 – 5:30 pm**

**Meeting Call to order @ 5:35pm**

**Attendees:**

**Board of Directors:** Scott Rose, Angel Pilarski, Steve Martin, Sandy White (Hanna Beauchamp Absent)

**ILA Members:** Peter Kang, Althea Jones, Betty Dawson, John & Linda Mikalik, Steve Dillon, Rick Huffman.

**Notary Public:** John Mikalik

**Items for discussion**

**New Business**

1. Annual Meeting Members Minutes:
  - Board Approved (3 accepted 1 abstained)
2. Bills To Be Paid:
  - Process Review Discussion
  - Board Approved Payments w/Signature for the following Bills:
    - Microsoft Annual Subscription (Paid by Board Member's Personal CC).
    - Board Member Reimbursement Check for payment to Microsoft.
    - State of Texas Change of Registered Agent/Office Fee.
    - Printer Cartridge for VP.
3. Treasurer's Financial Update:
  - Summary balance review.
  - Review on process of collecting fees.
  - Current liens / lien warning letters sent /liens filed / liens removal / foreclosures / law suits / possible payments to ILA.
  - Board Member made payment on behalf of neighbor's fees due
  - Discussion on lien fees, possible payment plans, and removal of interest and late fees.
  - Treasurer requested that a discussion be deferred until next board meeting so that all factors to be considered can be brought to the board's discussion and determination.
  - Consulting with Rules Committee for further discussion.
4. Lake Biologist (Chad Fikes) Email to ILA Board:
  - Discussion regarding monthly maintenance visits and fees which includes reports to the board on water testing, vegetation management, and wildlife health assessments for 9 months of the year beginning in March 2025.
  - Motion made to accept payment to biologist, motion seconded, board carried, voted and passed (3 accepted 1 opposed).
  - Contract forthcoming for board signature agreed to be signed by the president.

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5. Goals for 2025:

- Dredging Project Fact Finding Presentation was presented covering a timeline from July 2022 to present, with a complete status update directly from ENVIROdredge, City of Irving, and all other contacts made available.
- Recommendations were made for a Dredging Committee to be formed and charged with handling all aspects of the project moving forward with a selection of one point person from that committee to streamline all communications, and regular reporting to the board for any contract decisions.
- Motion was made for selection of Dredging Committee to be as follows:
  - Pierce Johnston (Chair)
  - Rick Huffman (Committee Member)
  - Steve Dillon (Committee Member)
- Motion seconded, board carried, voted and passed (4 Yes).
- Board requested that the Dredging Committee work closely with the Environmental Committee to ensure efficient decision-making, and that the Dredging Committee Chair be the primary point of contact for streamlining all communications, with complete board oversight necessary for decisions.
- Discussion by Dredging Committee on lake improvements, re-evaluation of previous proposed dredging project to include reducing locations for dredge, exploring new areas for waste materials, thus lowering project costs, and adjusting permitting requirements.
- Dredging Fact Finding Presentation will be posted on the ILA Website for all members view of complete status updates, and forthcoming updates.
- Upon consultation with the Board, a request was made that the dredging committee negotiate the price down to approximately \$150,000 so that more funds may be directed towards a family friendly project for the park.

6. Cypress Cove Park:

- Discussion regarding plans for park mowing, changing of lock combination, inventory of stored trailers, and park oversight.
- Treasurer submitted a proposal from Jonathan Kirk for mowing the park as needed for \$400/per. Two other bids were verbally provided at a higher cost.
- Motion made to accept mowing proposal, motion seconded, board carried, voted and passed (3 Yes 1 abstained).
- President suggested a board member volunteer to be responsible for park oversight.
- Steve Martin volunteered to take on the responsibility of park oversight, which includes trailers, upon securement of all necessary information.

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7. Board Meetings AI Transcription:
  - Discussion regarding the benefits of AI technology for capturing and editing meeting information, and plans to review AI processes for future meetings. Further review and discussion will continue next month with decision on usage.
8. ILA Bills:
  - Request for a list of ALL ILA bills to be submitted to the board.
  - Treasurer will bring a list of ILA bills from 2024 to the next board meeting.
9. ILA Taxes:
  - Request for ILA Tax information to be submitted to the board.
  - Treasurer provided all tax preparation processes and preparer information to the board.
10. Difference Between Renters and Airbnbs:
  - Discussion regarding ILA Renters virus Airbnbs lake access.
  - Rules Committee Chair suggested we review the ambiguity of Airbnb rental contracts and explore the possibly of enforcing rules & bylaws.
  - Further information gathering will take place to ensure clarity in the Airbnb contracts.
11. Demo Google Sheets:
  - Presentation was provided on accessing ILA members information using board's Google software.
12. ILA Website:
  - Discussion regarding possible revision of ILA website to create a more user friendly experience.
13. Weather Water Drainage:
  - Discussion on ILA member's concern regarding poor water drainage near home area with board suggestions on resolving.

### Old Business

1. ILA Corporate Office:
  - Board continued and concluded all legal document processing for new board members including the following:
    - Change of Registered Office/Agent (President will complete before next board meeting).
    - Board Debit Cards (Paperwork completed and notarized).
2. ILA Liability Directors and Officers Insurance:
  - Discussion regarding the approval of the insurance policies for officers with cost increase.
  - Motion made to accept insurance cost increase, motion seconded, board carried, voted and passed (4 Yes).

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3. ILA Committees:
  - Request made for list of current ILA committees for current board review.
  - Informed and message sent to ILA Secretary for providing the list.
  - Discussion regarding maintaining existing committees.
  - Board will be reviewing current committees with recommendations.
4. Lake Clean Up TBC
5. Fine and Fees Document Rule #15 wording: TBC

**Meeting Adjourned at 7:45pm**

**Upcoming Meeting:  
Board Monthly Meeting  
Tuesday, April 1, 2025 @ 5:30pm  
South Irving Library  
601 Schulze Dr 2<sup>nd</sup> Floor Board Room  
Irving, TX 75060**

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## Board of Directors February Meeting Minutes

**Tuesday, February 11, 2025 – 6:30 pm**

**Call to order:** 6:30 pm

### Attendees

**Board of Directors:** Steve Martin, Angel Pilarski, Scott Rose, Sandy White, Hanna Beauchamp

**Visitors:** Iris and Steve Dillon, Julie and Mark Grigsby, Greg Hoffmann, Rick Huffman, Peter Kang, John and Linda Mikalik, Andrea Plachcinski, Matt Shelley, Sonny San, Julie Skotak, Glinda Whitehurst, Kristi Woodell

### Items for discussion

#### New Business

1. Board of Director positions: Steve made a motion to nominate Scott Rose for President, Angel Pilarski and Steve Martin for Vice Presidents (the officers want to eliminate the distinction VP1/VP2, however emails addresses need to be preserved intact), for Sandy and Hanna keep their current positions. Angel seconded. Motion passed unanimously. 2025 Board positions are as follows:
  - a. President – Scott Rose
  - b. Vice President – Angel Pilarski
  - c. Vice President – Steve Martin
  - d. Treasurer – Sandy White
  - e. Secretary – Hanna Beauchamp
2. January meeting minutes approved by the previous Board via email and posted on the ILA website.
3. Go over the ILA Code of Conduct for Association Meetings created/presented by Scott. The guidelines to apply to all attendees, working document and was tabled.
4. Brief review 2025 timeline of events/payments with due dates and responsibilities created by Hanna: working document, go over Bylaws article XI section 6-18, tabled for a future Board meeting
5. Transition to 2025 Board of Directors:
  - a. Andy's and Pierce's three ring binders passed on to the new Board
  - b. The Annual Meeting envelopes, boat stickers turned to Scott
  - c. Matt turned to Scott: the laptop, keys to the shed and the PO Box, set up time to transfer ILA boxes
  - d. Bank of America debit cards belonging to Matt, Andy, Pierce shredded during the meeting by Matt
  - e. ILA log ins (passwords can be changed but need to be written down),
  - f. Update the ILA 2025 Board of Directors footer (will be shared with the Board)
6. Vote on a resolution to remove no longer authorized signatories from Fidelity Accounts and to add new Board members to Fidelity Accounts: Sandy made a motion, Hanna seconded, motion passed unanimously. Retain Sandra White and Hanna Beauchamp as

### 2025 BOARD OF DIRECTORS

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- signatories, add Steve Martin, Angel Pilarski, Scott Rose. Remove all other signatories including Jennifer Dsouza, Ann Chittatil, Andy Jia, Pierce Johnston, Matt Shelley.
7. Vote on a resolution to remove no longer authorized signatories from Bank of America Accounts and to add new Board members to Bank of America Accounts: Sandy made a motion, Hanna seconded, motion passed unanimously. Retain Sandra White and Hanna Beauchamp as signatories, add Steve Martin, Angel Pilarski, Scott Rose. Remove all other signatories including Andy Jia, Pierce Johnston, Matt Shelley.
  8. Discussion about BoA debit cards/Fidelity account: Fidelity does not give credit cards/debit cards to corporations, suggestion made to change financial institutions, Fidelity pays a better rate than others, cards are needed for convenience, and new Board members will have debit cards; Purchase Authorizations are required for every expense, copies of Purchase Authorizations given to the Board for approval. Blank Purchase Authorizations were given to each Board member, for future submissions. Angel submitted a bill for ink for her printer, which will be discussed with the completed PA at the next Board meeting.
  9. The ILA's corporate office is located at the residence of the president; Scott will complete online forms available at Attorney General's office
  10. Board monthly meetings: location TBD (Scott will call around to secure a free of charge location), possibly keep Tuesdays, time 6:30, possibly establish time limit for meetings
  11. The Annual Members Meeting minutes emailed to the Board for edits/approval on February 7 and was tabled for future approval
  12. Establish timeline for posting meeting minutes on ILA website: in 2024 Board meetings were held on Tuesday, the Secretary shared meeting minutes by Friday; 1<sup>st</sup> review by following Wednesday; 2<sup>nd</sup> review if needed; posted two weeks after the meeting; the Secretary texted the Board when minutes were emailed and stated a due date for edits/approval: keep as is, future changes if needed, possibly approve minutes at the following meeting, decide on how many details are included in minutes, agenda items shared only with the Board
  13. Effective February 14, 2025, the price for Microsoft 365 Family subscriptions will increase from \$99.99 per year to \$129.99. To continue with the new price, no action is needed, ILA's automatic renewal is scheduled for March 1, 2025. The Secretary will submit Purchase Authorization
  14. Treasurer's financial update:
    - a. Review Customer Balance Summary as of February 11, 2025
      - i. 84 members with outstanding balance of \$27,734.93, by comparison 12/04/2014 18 members with outstanding balance of \$15,114.60
      - ii. Alternative payment plans: 1 member
      - iii. Current liens: 7
      - iv. Lien warning letters sent: 8
      - v. Potential liens to be filed: 4 (info available during the March meeting)
      - vi. Liens to be removed: potentially 1 (property in foreclosure, lawsuit, ILA should get paid, the new owner will pay 2025 dues)
      - vii. Sale/transfer of property in Jan.: 0

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- b. Purchase Authorization PO Box rental March 1, 2025 – February 28, 2026 \$206.00
- c. Liens are filed by the Board following Standard Operating Procedures; during Board meetings Customer Balance Summary is available solely to the Board, members' names are not shared, they are referred to by numbers they listed under, confidentiality is maintained. Copies of Financial Statements available during the meeting.
15. Disseminate the ILA attorney's information to ALL Board members (email from Sandy sent to all Board members occurred prior to the Board meeting)
16. Review insurance policies for officers: tabled for a future meeting
  - i. Liability Directors and Officers Insurance January 2025
  - ii. General Liability Insurance April 2025
17. Recap Annual Meeting: tabled for a future meeting
18. Committees: the Board wants a list of 2024 committees and their members, Bylaws Article VIII Section 1, the required committees are Nominating, Rules and Finance (chaired by the Treasurer), other committees appointed as deemed necessary
19. Documentation provided with resale certificate: goal reduce number of attachments, convert to Word, add updates; tabled for a future meeting
20. Bass Club (President Rick Huffman): the Club has its own website, will get back with the Communications Committee once it is approved to see about including a link or deleted the page dedicated to the Club
21. Adopt a Spot on Garden Isle: neglected, trees infested with mistletoe: Can a new volunteer step up? It is noted that this is not the purview of the ILA as it is on the street, but we are attempting to assist the neighborhood.
22. Yard of the Month: Iris Dillon wants to revive her initiative to recognize the most appealing front yard for 7 months April through October, award \$25.00 gift card to Home Depot. Angel made a motion, Scott seconded, motion passed unanimously.

### Old Business

1. Follow up on the unauthorized construction by the member: the ILA cannot sell or give away the Corporation's property. As stated in Article Eleven of the ILA Articles of Incorporation filed in the Office of State of Texas December 21, 1983. "The assets both real and personal of the Corporation shall be dedicated ... to an appropriate public agency to be devoted to purposes as nearly as practicable the same as those in which they were required to be devoted by the Corporation." The previous Board was informed by the City that the koi pond structure and the chicken coop were built in utility easement (which happens to be on ILA property). A debate ensued whether the structures built on the ILA's property be removed in its entirety, partially removed or kept and rebuilt as originally planned by the owner. The City will not grant a permit for his residence on property adjacent to the ILA property (on which he built the Koi pond and chicken coop) unless approval for the structures (koi pond and chicken coop) is provided by the ILA. It is brought to the attention that there are some other structures erected on the ILA

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property in the past by other members without the ILA's approval; granting building rights to one member sets a precedent, other ILA members can claim they also want to take advantage of this opportunity. It's brought to attention that Second Amended Restrictions Article VI Section 5 (e) states what structures are allowed within the Lake Area and neither Koi pond nor chicken coop are included. Steve made a motion to cut off the debate, Angel seconded, motion passed. Scott made a motion for the ILA to allow Peter the use of 3-5 feet of ILA property to leave the Koi pond in place, retain the concrete flooring where the chicken coop was and to reconstruct the chicken coop in question, Angel seconded; Scott, Angel, and Steve voted in favor. Sandy and Hanna voted against. The footage was amended to 10 feet; in favor Scott, Angel, Steve. Sandy abstained. Hanna against. Sandy wished that her reason for voting against the proposal be included in these minutes. Her reason is that building on ILA property except for specific reasons, which are not met in this proposal, is forbidden by the ILA Bylaws.

2. Dredging update: rumor spread around the membership that the project will be cancelled, suggestion made by some of the attending members to let Pierce Johnston who served on the previous Board and was involved in overseeing the project to continue his involvement to its completion, the City is expected to issue a permit within a couple of weeks, money for the project set aside and it didn't come from the Special Assessment, which was passed to stop operating our Corporation at a loss. During the Annual meeting questions arose as to placement of the bags to avoid creating mounds of dirt. Pierce delivered all pertaining documents to the new Board. A concern voiced that 4 feet of sediment removal is insufficient. Find out the cost of going up to 7 feet. However, even 4 feet would make a tremendous difference. Keep the membership informed: minutes and the ILA website.

Attachments to the agenda, NOT included in the minutes:

1. Resolution to remove/add Board members - Fidelity account
2. Resolution to remove/add Board members - Bank of America
3. Timeline of Events and Responsibilities
4. The proposed ILA Code of Conduct for all Association Meetings

**Adjourned:** 8:47 pm

### Upcoming Meetings/Events

#### Board Monthly Meeting

When: March 5, 2025 – 5:30 pm

Where: South Irving Library – 2<sup>nd</sup> Floor Boardroom, 601 Schulze Dr, Irving, TX

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## Annual Meeting February 4, 2025

Signed in households 61

Ballot 19

Proxy 125

Total eligible households represented 144 QUORUM REQUIREMENT IS MET

Call to order 7:20 pm

Board Members in attendance: Matt Shelley (absent due to personal emergency), Andy Jia, Pierce Johnston, Sandy White, Hanna Beauchamp

Election Committee in attendance: Ann Chittatil, Greg Hoffmann, Linda Mikalik

Open nominations for the ILA Board from the floor – none

Spreadsheet of ILA members with no email addresses available for updates to facilitate communication

It came to the Board's attention that a member was contacting ILA homeowners and sharing his disagreement with what he termed as a biased refusal to approve his constructions. Therefore, the Board wanted to clarify its position. The member constructed unauthorized structures on the ILA's property, maps of Lake Vilbig and areas belonging to the ILA were presented. The ILA's attorney was consulted to check if there's a possibility of selling some land to the homeowner, but the response was that the ILA cannot sell any corporations property. In addition, the structures in question were on the utility easement. The Board cannot approve anything that goes against the City's code. A former ILA president present at the meeting added that the ILA cannot give away the corporation's property unless it is passed on to an appropriate public agency. The member whose unauthorized structures were unapproved identified himself during the meeting and presented his side. He shared some correspondence with the City and himself and between the Board and the City.

It came to the Board's attention that proxies were collected by third parties. The ILA's bylaws outline the process of proxy collection; no harvesting of proxies is permitted. In addition, negative campaigning is prohibited.

Questions/comments/answers

Why did the Board change bylaws? The Board has no power to change any bylaws. If the membership chooses to do so, present suggestions to the new Board to explore. ILA members are invited to the Board's monthly meetings, minutes posted on the website.

What is the Board's agenda? The Board's goal is to maintain the lake and follow the rules.

A member comments that we cannot turn a blind eye to rule breaking since they are for protection of people and habitat.

If a house is sold, do I pay \$200.00? It's a transfer fee, usually paid by the buyer.

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Two individuals came to the member's house with information that the Board has turned ILA into HOA. Absolutely NOT.

What is ILA responsible for? Lake and waterfront.

Candidates in attendance share their reasons for expressing interest in running for the ILA Board.

### **Irving Lake Association, Inc. Status and Financial Report** (handout passed to participants)

92 members past due

7 liens currently filed, 7 liens potentially to be filed

Payment plans available; contact the Treasurer

Goal to build up the reserve to about \$200,000.00

Review of Balance Sheet, comparison of December 31, 2023 with December 31, 2024

Questions/comments/answers

Will the assessment go up? The assessment will be kept at \$150.00 with no future increases planned.

Request for a more detailed list of expenses to be included in the report. A detailed list of expenses will be included in next year's report available during the annual meeting.

What about online payments? ILA is in the process of transfer to a new software EasyHOA,

Online payments will be available for a fee payable by the member.

Question about the amount spent on legal and filing expenses: A couple of issues came up that needed to be consulted with the attorney to ensure compliance with local and state law.

Special assessment concern: A member disputes calling dredging maintenance instead of improvement.

### **Highlights/Accomplishments 2024**

Dredging update: the company hired for the project requested a release from the contract, the Board sought new bids, ENVIROdredge was awarded the project; estimate \$172,875.00; dredging locations are: part of the Rusdell Channel, area around the boat ramp, and the cut from the main lake going into the deep end. The members of the Board had meetings with the City and the latest information is that a permit will be granted within a couple of weeks. The dredging company will have the project on the calendar as soon as the permit is issued. The company plans to complete the project within 30 days. Dredging updates are posted on the website.

Questions/comments/answers

Where will the filter bags go? On the island's lowest parts, the dirt needs to be spread out, no mounds to be left, removing the bags off site would double the estimate, the community will be notified when the company commences the project.

Criticism of the bidding process implemented by the Board: The Board can accept only written bids. This requirement was shared with a member who expressed interest in dredging.

Why ENVIROdredge? Nationally recognized, competitive bid

Questions about areas to be dredged: The boat ramp is a safety issue, in case of an emergency during the low water level season, watercraft launching might be impeded. The canal: for the health of the lake to provide water flow.

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How to limit debris/silt coming into the lake? Watershed for South Irving, the City installed baskets, the rest is up to the ILA

Suggestion to form a Dredging Committee.

What is the cost of removing 6 feet of dirt instead of 4 feet that is currently planned? The Board will contact the company.

Lake cleanup in the fall: hired a non-profit for \$2,500.00 to complete the task due to very low volunteer turnout in previous years; The organization doing lake cleanup was able to come onto the lake several different times during the fourth quarter which allowed a more thorough cleanup. They did a great job and may be considered for future lake cleanups this year.

Questions/comments/answers

Suggestion to spread out lake cleanup over an extended period: It has been tried in the past with unsuccessful results.

Suggestion to wave fees for delinquent members who clean the lake.

A member dissatisfied with the Board since it did not appreciate the efforts of cleaning up the island and making improvements in the form of a fire pit and availability of a fire extinguisher. The Board determined that unauthorized tree cutting occurred and requested removal of tree limbs and all other items.

A member concerned with Rules of Lake Vilbig – Fines and Fees Document Rule #13 about cutting trees and the land of vegetation and \$500.00 fine. Have the Rules Committee look at and improve wording to avoid confusion.

The Election Committee finishes tallying votes and the election results are announced

- Scott Rose – 113 votes
- Angel Pilarski – 101 votes
- Steve Martin - 80 votes
- Pierce Johnston incumbent – 60 votes
- Daniel Hernandez - 37 votes
- Mel Hodges, Jr. - 16 votes
- Write in Steve Dillon – 1 vote

Scott Rose, Angel Pilarski and Steve Martin are elected to serve a two – year term.

The meeting was interrupted by loud side talking and leaving by many members. The remaining items on the agenda were not addressed.

The following announcements were made:

- Volunteers are needed for the Environmental Committee and the Social Committee.
- Boat stickers for sale
- Contact the Board with the information if you sell a trailer. If you don't, you will still see \$30.00 on your invoice.

The meeting ended at 9:30 pm

## 2025 BOARD OF DIRECTORS

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<b>Scott Rose</b> President 817-659-9688 <a href="mailto:ILA.President.2@gmail.com">ILA.President.2@gmail.com</a>	<b>Angel Pilarski</b> Vice President 214-206-6741 <a href="mailto:ILA.1st.vice.president@gmail.com">ILA.1st.vice.president@gmail.com</a>	<b>Steve Martin</b> Vice President 469-601-3332 <a href="mailto:ILA.2nd.vice.president@gmail.com">ILA.2nd.vice.president@gmail.com</a>	<b>Sandy White</b> Treasurer 214-763-9733 <a href="mailto:ILA.Treasurer@gmail.com">ILA.Treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Secretary 972-986-1242 <a href="mailto:ILA.Secretary@gmail.com">ILA.Secretary@gmail.com</a>
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## Board of Directors Special Meeting Minutes

**Friday, January 17, 2025 –7:30 pm**

**Call to order:** 7:31 pm

### Attendees

**Board of Directors:** Matt Shelley, Andy Jia (absent), Pierce Johnston, Sandy White, Hanna Beauchamp

**Committee Reps:** Linda Mikalik (Communications and Rules)

**Visitors:** Angel Pilarski, Scott Rose

### Items for discussion

#### Old Business

1. The Annual Meeting: Discussed why the meeting rescheduled for January 16, 2025, was cancelled. Despite the fact that the original meeting for January 9, 2025, was cancelled due to inclement weather, our Bylaws require a minimum of at least 10 days' written notice on the new meeting date, and that was not met. This came to the Board's attention at the last minute and the meeting for January 16, 2025 had to be cancelled. The new meeting date will be February 4, 2025, and if that meeting has to be postponed due to inclement weather, it will move to February 6, 2025. Discussion took place regarding the new notice of the meeting that will be mailed out next week. The revised version was approved by the Board and the new mailing will include the meeting notice and absentee proxy. The Board will print new letters in-house, and the envelopes will be stuffed on Monday, January 20, 2025, (details below), volunteers are welcome to assist.
2. Dredging: update the Dredging History page on the ILA website with the latest information prior to the Annual Meeting

**Adjourned:** 8:41 pm

### Upcoming Meetings/Events

#### Envelope Stuffing

When: January 20, 2025 – 6:30 pm

Where: 1323 Lakeshore Drive

#### Annual Membership Meeting

When: February 4, 2025 – 7:00 pm

Where: Garden and Arts Bldg. 906 S. Senter Rd.

### 2024 BOARD OF DIRECTORS

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<b>Matt Shelley</b> President 214-673-2262 <a href="mailto:ILA.President.2@gmail.com">ILA.President.2@gmail.com</a>	<b>Andy Jia</b> Vice President 972-804-5284 <a href="mailto:ILA.1st.vice.president@gmail.com">ILA.1st.vice.president@gmail.com</a>	<b>Pierce Johnston</b> Vice President 214-435-2804 <a href="mailto:ILA.2nd.vice.president@gmail.com">ILA.2nd.vice.president@gmail.com</a>	<b>Sandy White</b> Treasurer 214-763-9733 <a href="mailto:ILA.Treasurer@gmail.com">ILA.Treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Secretary 972-986-1242 <a href="mailto:ILA.Secretary@gmail.com">ILA.Secretary@gmail.com</a>
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**Alternative Date if the February 4, 2025, meeting is cancelled due to inclement weather:**

When: February 6, 2025 – 7:00 pm

Where: Garden and Arts Bldg. 906 S. Senter Rd.

**Board Monthly Meeting**

When: February 11, 2025 – 6:30 pm

Where: TBD

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**2024 BOARD OF DIRECTORS**

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**Matt Shelley**  
**President**

214-673-2262

[ILA.President.2@gmail.com](mailto:ILA.President.2@gmail.com)

**Andy Jia**  
**Vice President**

972-804-5284

[ILA.1st.vice.president@gmail.com](mailto:ILA.1st.vice.president@gmail.com)

**Pierce Johnston**  
**Vice President**

214-435-2804

[ILA.2nd.vice.president@gmail.com](mailto:ILA.2nd.vice.president@gmail.com)

**Sandy White**  
**Treasurer**

214-763-9733

[ILA.Treasurer@gmail.com](mailto:ILA.Treasurer@gmail.com)

**Hanna Beauchamp**  
**Secretary**

972-986-1242

[ILA.Secretary@gmail.com](mailto:ILA.Secretary@gmail.com)



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## Board of Directors January Meeting Minutes

**Tuesday, January 7, 2025 – 6:30 pm**

**Call to order:** 6:32 pm

### Attendees

**Board of Directors:** Matt Shelley, Andy Jia, Pierce Johnston, Sandy White, Hanna Beauchamp

**Committee Reps:** Ann Chittatil (Elections Committee), John Mikalik (Communications and Environmental), Linda Mikalik (Communications and Rules)

**Visitors:** Daniel Hernandez, Scott Rose, Jeff Smallwood

### Items for discussion

#### New Business

1. December meeting minutes approved via email and posted on the ILA website.
2. Purchase authorizations approved:
  - a. Director and Officers Liability Insurance \$898.00 through Jan. 10, 2026
  - b. UPS for Notary Services - \$10.00
  - c. United States Postal Service - \$397.93
  - d. Park Mowing Nov. 2024 - \$450.00
  - e. Office Supplies - Amazon \$205.78
  - f. Printer Ink - Amazon \$24.98
3. Treasurer's financials to be presented during the Annual Meeting, Financial Statements and PLC available at the meeting
4. Negative campaign: ILA members placing fliers on doors, spreading inaccurate information about decisions made by the Board; discuss steps to take: consider establishing rules addressing consequences for members conducting negative campaign on behalf of nominees, Bylaws Article VII section 5 refers to nominees only and states that campaign regulations require that the nominees refrain from attempts to exert undue influence of Member votes, denigrating fellow nominees (negative campaigning). The Treasurer responded to questions raised during the meeting and presented the Board's side in making decisions
5. Location for the Board's Feb. meeting: maybe at the South Branch library
6. WIX/domain renewal Dec. 9, 2022 thru Dec. 9, 2025, Matt Shelley's credit card on file \$448.15 for 3 years through 2025: bring it up in April
7. Reviewed a member's walkway plans; additional drawings to be submitted

#### Old Business

1. Continue planning the Annual Meeting to be held on Thursday, Jan. 9, 2025:

### 2024 BOARD OF DIRECTORS

<b>Matt Shelley</b> President 214-673-2262 <a href="mailto:ILA.President.2@gmail.com">ILA.President.2@gmail.com</a>	<b>Andy Jia</b> Vice President 972-804-5284 <a href="mailto:ILA.1st.vice.president@gmail.com">ILA.1st.vice.president@gmail.com</a>	<b>Pierce Johnston</b> Vice President 214-435-2804 <a href="mailto:ILA.2nd.vice.president@gmail.com">ILA.2nd.vice.president@gmail.com</a>	<b>Sandy White</b> Treasurer 214-763-9733 <a href="mailto:ILA.Treasurer@gmail.com">ILA.Treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Secretary 972-986-1242 <a href="mailto:ILA.Secretary@gmail.com">ILA.Secretary@gmail.com</a>
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- a. Elections Committee: Ann Chittatil membership rosters, Linda Mikalik will assist, contact Iris Dillon to see if she is available, Ann borrowed the ILA binder (turned in by Andy who is not running for a reelection)
  - b. Proxies turned in as of Jan. 7: 76; 108 needed to establish quorum
  - c. “2024 in review” notes for the President: add negative campaign to the agenda
  - d. ILA annual meeting documents mailed on 12/09/2024 received by Matt on 12/11/2024
  - e. Estimate cost of holding the meeting: postage (1<sup>st</sup> class postage rate 0.73), office supplies, in-house printing, cartridges, volunteer hours, location (the fee of \$75.00 waived): \$2.00 per member, if no quorum and need for second meeting \$0.73 per member
  - f. Quorum validation, tally sheets, membership roster, ballots - Hanna
  - g. Projector - Linda
  - h. The key to the facility - Sandy
  - i. Brief agenda handout - Sandy
  - j. Possibility of inclement weather, decision to be made by noon on Thursday whether to hold, if postponed emails, ILA website; Sandy will check with the City if the same location is available Jan. 16
2. Dredging update: the City denied a permit, Sandy and Pierce had a meeting with the City on Dec. 11, 2024, the City was contacted 3 times since then, no response yet, follow up from the Board in near future

### Committees/Clubs:

- a. Bass Club (President Rick Huffman):
- b. Communications (co-chairs John and Linda Mikalik):
- c. Elections Committee (chair Ann Chittatil):
- d. Environmental Committee (co-chairs John Mikalik and Cecilia Dusek):
- e. Finance Committee (chair Sandy White):
- f. Park Committee (chair Matt Shelley; security Steve Gonzalez):
- g. Rules Committee (chair Linda Mikalik):
- h. Social Committee (chair Ping Wang):
- i. Women’s Club (chair Kathleen Purrington):

**Adjourned:** 8:33 pm

### Upcoming Meetings/Events

#### Annual Membership Meeting

When: January 9, 2025 – 7:00 pm

Where: Garden and Arts Bldg. 906 S. Senter Rd.

#### Board Monthly Meeting

When: February 4, 2025 – 6:30 pm

Where: TBD

### 2024 BOARD OF DIRECTORS

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## Board of Directors January Meeting Agenda

**Tuesday, January 2, 2024 – 6:30 pm**

**Call to order:** 6:30 pm

### Attendees

**Board of Directors:** Matt Shelley, Pierce Johnston, Sandy White, Hanna Beauchamp

**Committee Reps:** Greg Hoffmann (Environmental and Finance), Julie Skotak (Rules)

**Visitors:** Jonathan Kirk, Andrea Plechcinski

### Items for discussion

#### New Business

1. December meeting minutes approved via email and posted on the ILA website.
2. Attorney-client engagement and fee agreement with Riddle & Williams, P.C. to prepare and potentially file amendment to bylaws necessary due to increase in annual fees with Dallas County approved via email
3. Bills paid:
  - a. Westchester Ins. Agency USLI final insurer for Directors and Officers Liability Insurance for 2024 in the amount of \$898.00
4. Treasurer's financial update:
  - a. Review Customer Balance Summary as of Dec. 31, 2023
    - i. 31 members with outstanding balance of \$16,911.99
    - ii. Dividend, capital gains, interest \$8,961.28
  - b. Report from the Finance Committee meeting and more detailed information will be available during the Annual Meeting on January 11, 2024
5. Sale/transfer of property in December: 1
6. Cypress Cove Park – replace a combination lock on the gate; Matt made a motion to purchase a lock for less than \$50.00, Hanna seconded, motion passed unanimously. Pierce will make a purchase. Suggestion made to change the combination on monthly basis; to be done by the Park Chair.
7. Boats on the lake with no stickers: first offense – warning; second – fine; is there a time frame to rectify the violation; check with Cecilia if a letter has been drafted addressing the offense and consequences;

#### Old Business

1. Review and discuss Rules of Lake Vilbig with Fines and Fees document drafted by the Rules Committee (more under Committees/Clubs g.)
2. Finalize planning the Annual Meeting January 11, 2024
  - a. Review the agenda
  - b. Review the presentation (created by Cecilia)
  - c. Key - Sandy
  - d. Projector - Linda

### 2023 BOARD OF DIRECTORS

<b>Matt Shelley</b> President 214-673-2262 <a href="mailto:ILA.President.2@gmail.com">ILA.President.2@gmail.com</a>	<b>Andy Jia</b> Vice President 972-804-5284 <a href="mailto:ILA.1st.vice.president@gmail.com">ILA.1st.vice.president@gmail.com</a>	<b>Pierce Johnston</b> Vice President 214-435-2804 <a href="mailto:ILA.2nd.vice.president@gmail.com">ILA.2nd.vice.president@gmail.com</a>	<b>Sandy White</b> Treasurer 214-763-9733 <a href="mailto:ILA.Treasurer@gmail.com">ILA.Treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Secretary 972-986-1242 <a href="mailto:ILA.Secretary@gmail.com">ILA.Secretary@gmail.com</a>
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- e. Boat stickers - Pierce
- f. Membership roster for the Secretary – provided by the Treasurer
- g. Print ballots, tally sheets, quorum, membership roster - the Secretary
3. Update on filing dues change with Dallas County: in the process
4. Update on dredging: review and sign the contract submitted by Jonathan, equipment in place, dredging starts this month.
5. Update on Rusdell Island: discussed options available to the Board, what documentation might be needed, the ILA has the burden of proof, seek advice from the attorney on retainer.
6. Update on a sunken boat that a resident offered to remove and haul away for \$500.00; payment upon completion (discussed during August meeting); ongoing
7. Opening for the Park Committee chair; Matt will permanently fill in this position.
8. Update on installing Microsoft 365 Family software on the President’s computer- presently on the Secretary’s and Treasurer’s computers; yearly subscription due in March (currently Secretary’s personal credit card on file); Sandy will assist Matt this week.

#### **Committees/Clubs:**

- a. Bass Club (president Rick Huffman):
- b. Communications (co-chairs John and Linda Mikalik):
- c. Elections Committee (chair Ann Chittatil):
- d. Environmental Committee (co-chairs Greg Hoffmann and Cecilia Dusek):
  - i. status of a sunken boat at a member’s shoreline that was to be hauled to the park by Tim Casbeer and cut up and taken to the landfill by Mel Hodges – at this time the boat is in the member’s backyard.
  - ii. update from Tim on tools used to cut underwater metal poles. There are still some in the lake that need to be removed. Contact Tim; tabled for a future meeting.
- e. Finance Committee (chair Sandy White):
- f. Park Committee (chair Matt Shelley; security Steve Gonzalez): suggestion to invite Steve to one of the Board’s monthly meetings
- g. Rules Committee (chair Linda Mikalik): After a discussion the document went back to the Committee to include changes suggested by the Board; the updated document was shared with the Board and approved via email; once the updated rules are signed by the President they will be shared with the membership (which complies with a new House Bill 614 taking effect on January 1, 2024, which requires for HOAs to communicate the rules of the association with associated fines through any number of methods): the new rules will be posted on ILA website, printed, and mailed to the membership with the survey about watercraft usage and included in resale documents.
- h. Social Committee (chair Ping Wang):
- i. Women’s Club (chair Joanne Hoffmann):

**Adjourned:** 8:18 pm

#### **Upcoming Meetings:**

### **2023 BOARD OF DIRECTORS**

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Irving Lake Association

P.O. Box 171111, Irving, Texas 75017-1111

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**Annual Membership Meeting**

When: January 11, 2024 – 7:00 pm

Where: Garden and Arts Bldg. 906 S. Senter Rd.

**Board Monthly Meeting**

When: February 06, 2024 – 6:30 pm

Where: 1323 Lakeshore Drive

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**2023 BOARD OF DIRECTORS**

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<b>Matt Shelley</b> President 214-673-2262 <a href="mailto:ILA.President.2@gmail.com">ILA.President.2@gmail.com</a>	<b>Andy Jia</b> Vice President 972-804-5284 <a href="mailto:ILA.1st.vice.president@gmail.com">ILA.1st.vice.president@gmail.com</a>	<b>Pierce Johnston</b> Vice President 214-435-2804 <a href="mailto:ILA.2nd.vice.president@gmail.com">ILA.2nd.vice.president@gmail.com</a>	<b>Sandy White</b> Treasurer 214-763-9733 <a href="mailto:ILA.Treasurer@gmail.com">ILA.Treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Secretary 972-986-1242 <a href="mailto:ILA.Secretary@gmail.com">ILA.Secretary@gmail.com</a>
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## Annual Meeting January 11, 2024

Call to Order 7:22 pm

30 in attendance; 22 households represented.

118 proxies voted QUORUM REQUIREMENT IS MET

Board Members in attendance: Matt Shelley, Pierce Johnston, Andy Jia, Sandy White, Hanna Beauchamp

Election Committee in attendance: Joanne and Greg Hoffmann, Iris Dillon, Julie Skotak

Open nominations for the ILA Board from the floor – none

### Irving Lake Association, Inc. Status and Financial Report

- 215 member lots; full membership 231 lots
- 16 non-member lots
- Approximately 62 long-term and short-term rentals; 28.7%
- Reviewed ILA Balance Sheet as of December 31, 2023, and Profit & Loss Statement January through December 2023 (both documents are available online [www.lakevilbig.com](http://www.lakevilbig.com))
  - 4 CD investments laddered through Fidelity.
  - Discussed income and expenses: insurance has gone up and postage, printing expenses went down – in house printing, ILA made no donations or contributions.

### Highlights/Accomplishments 2023

- Raised dues set at \$50.00 per lot in 1979 by Centennial Homes to \$150.00
- Section of Rusdell Channel prepped for dredging; permits obtained; contract signed on Jan. 09, 2024; work to be completed within 60 days.
- Improved and maintained Cypress Cove
  - Boardwalk – treated and stained.
  - Bridge – retreated and stained.
  - T-dock – replaced rotted out poles.
  - Removed posts from an old dock near the park boat ramp, small ramp, and other debris.
  - Cut down and trimmed dead trees and branches in the picnic area.
- Held two lake cleanups: spring in April and fall in November; removed over 8,000 pounds of trash.
- Continued the aquatic management program for the lake with our contracted biologist Chad Fikes; he tests water quality, identifies invasive species, recommends treatment, sprays as deemed necessary, helps the Bass Club evaluate fisheries, provides detailed reports posted on the ILA website after each

### 2023 BOARD OF DIRECTORS

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visit; since overall health of the lake has been acceptable since May 2022 the Board has limited lake biologist's visits to one per month with no visits in December, January and February; current cost is \$425.00 per visit

- Sponsored the annual Blake Casbeer Kids fishing tournament.
- Sponsored and participated in the Great Flag Caper in past years but didn't make a contribution in 2023.
- Sponsored annual National Night Out for the ILA and surrounding community.
- Sponsored Neighbor Helping Neighbor program assisting our neighbors in need; one request in 2023; Eric Kelcher is a contact person.
- Held an Annual Halloween Block Party.

## Presentations

- Rick Huffman President of the Bass Club
  - Formed in 1993; mission to get to know neighbors through fishing.
  - 16 households in the Club
  - Dues \$60.00 for the year per the household
  - Conducts biological surveys every 5 years.
  - Organizes fundraisers to stock the lake – this year blue gill in spring (\$2,000 - \$2,500); fishing is good.
  - 10 monthly tournaments March through December; weigh-ins at Mark and Julie Grigsby
  - Angler of the Year 2023 Pierce Johnson
  - Meetings 2<sup>nd</sup> Thursday of the month; next meeting February 8 at Rick's house at 2005 Pearl
  - Awards banquet on February 10th at Spring Creek Barbecue at 3514 W. Airport Fwy 2-5pm, raffle, everybody is invited including non-members.
  - Become a member even if you don't fish!
- Greg Hoffmann, the Environmental Committee co-chair with Cecilia Dusek, presented its accomplishments.
  - 31 problem issues such as sunken boats, dilapidated docks and other violations to be resolved.
  - 26 taken care of by property owners.
  - Some metal poles still left in the lake.
  - Work on sea walls requires a permit from the City and plans need to be presented to the Committee, which makes a recommendation to the Board for approval; repairs do not need City permits.
  - Prior board approval is required for new docks, new seawalls, and new construction on the lake front.
- Andrea Plachcinski Neighborhood Watch Program
  - Purpose: lower crime rate by watching out for your neighbors

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## 2023 BOARD OF DIRECTORS

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- Crime activity available at Crime Statistics Online  
<https://www.communitycrimemap.com/>
- Two auto thefts on Sea Isle in the last 6 months; targets are usually close to major streets and freeways.
- Linda Mikalik the Chair of the Rules Committee presented Rules of Lake Vilbig - Fines and Fees amended and approved by the Board in January 2024
  - Copies will be mailed out to membership with a survey on watercraft usage (make sure the Board has updated emails) and posted on ILA website.
  - First violation – written warning, second violation – fine
  - Fines not paid incur interest and lien assessment.

### **Outstanding members and volunteers who unselfishly supported ILA**

- Andrea Plachcinski for continuing to lead the Neighborhood Watch Program
- Jerry Skotak for his dedication to monthly testing the Lake Vilbig waters. He reports results to the Environmental Committee, our biologist, and the City of Irving.
- Eric Kelcher for donating his time and equipment for large projects.
- Jonathan Kirk for maintenance of Cypress Cove Park.
- Linda and John Mikalik for maintaining the website with updated news with Lake Vilbig and City events.
- Tim Casbeer for his involvement in assisting ILA Board, the Environmental Committee and ILA members in efforts to remove eyesores from the lake.
- Steve Martin for maintaining Adopt-A-Spot on Garden Isle to Hunter Ferrell.
- The Election Committee Ann and Mathew Chittatil.
- The Environmental Committee Greg Hoffmann, Cecilia Dusek, John Mikalik.
- The Finance Committee, the Board, Mathew Chittatil, Brad and Cecilia Dusek, Greg and Joanne Hoffmann, Ray Jeffrey, Amy Johnston
- The Park Committee Matt Shelley, Steve Gonzalez
- The Rules Committee Linda Mikalik, Cecilia Dusek, Greg Hoffmann, Steve Martin, Andrea Plachcinski, Julie Skotak
- The Social Committee Ping Wang
- Other ILA volunteers

### **ILA plans, needs, and goals for 2024**

- Maintain and improve Cypress Cove Park available to ILA members for parties and other celebrations; consider planting new trees to replace what had to be cut down.
- Continue an effort to clean up the shoreline, remove dilapidated docks, and sunken boats.

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### **2023 BOARD OF DIRECTORS**

<b>Matt Shelley</b> President 214-673-2262 <a href="mailto:ILA.President.2@gmail.com">ILA.President.2@gmail.com</a> m	<b>Andy Jia</b> Vice President 972-804-5284 <a href="mailto:ILA.1st.vice.president@gmail.com">ILA.1st.vice.president@gmail.com</a>	<b>Pierce Johnston</b> Vice President 214-435-2804 <a href="mailto:ILA.2nd.vice.president@gmail.com">ILA.2nd.vice.president@gmail.com</a>	<b>Sandy White</b> Treasurer 214-763-9733 <a href="mailto:ILA.Treasurer@gmail.com">ILA.Treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Secretary 972-986-1242 <a href="mailto:ILA.Secretary@gmail.com">ILA.Secretary@gmail.com</a> m
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- Proposal on watercraft usage, review of existing rules regarding personal watercraft; major concerns safety, erosion, damage to property, wildlife protection; rules regarding distance from shoreline, docks, boats, persons, etc., and rules regarding No wake zones in certain areas of the lake; the Board will be sending out a survey with suggestions from the Rules Committee to receive input from the membership before any new rules are implemented. Please, respond to the survey and encourage your neighbors to do the same.
- Increase member volunteerism.

### Miscellaneous items

- Contact the Board with information if you sell a boat or purchase one.
- Pierce Johnston has boat stickers for sale \$10.00 .
- Contact the Board if you sell a trailer. If you don't, you will still see \$30.00 on your invoice.
- Resident resources: ILA website, Nextdoor; Facebook is not an official means of communication of ILA news.
- Use the Cypress Cove Park for family events (\$50.00 deposit fully refundable if the park left in good condition).

### New board member election results

- Hanna Beauchamp 86 votes
- Steve Martin 42 votes
- Sandy White 75 votes
- Write ins Jerry Mullendore 1 vote

Hanna Beauchamp and Sandy White are elected to serve a two-year term. Next year three Directors will be up for election. During the first monthly meeting of the new Board in February the officers will vote on 2024 positions.

### Q&A

- What's happening on Rusdell Island? Does ILA have any recourse? Unauthorized tree cutting and other changes made by a non-member, attorney on a retainer to advise the Board on action to take. If a member wants to do some clean up, please contact the Board before commencing any work.
- Do we have any recourse on trespassers? There are signs in the lake Private Property and the police will respond to a trespass call only if it's an active act.
- How do I obtain hard copies of financial information? Please, make an appointment with the Board and copy fees will be applied. Financial statements will be made available on the ILA website on the membership site.
- What's the cost of dredging? Did the Board solicit more than one bid? Estimate is between \$56,000.00 and \$59,000.00 depending on how many cubic yards of

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### 2023 BOARD OF DIRECTORS

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silt will be removed. The Board had several bids. The next cheapest offer was over \$200,000.00.

- To whom do I pay a Bass Club fee? Rick Huffman the Bass Club President

Meeting adjourned 8:27pm

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### 2023 BOARD OF DIRECTORS

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## Board of Directors February Meeting Minutes

**Tuesday, February 06, 2024 – 6:30 pm**

**Call to order:** 6:30 pm

### Attendees

**Board of Directors:** Matt Shelley, Andy Jia (via phone for approval of Board of Director positions only), Pierce Johnston, Sandy White, Hanna Beauchamp

**Committee Reps:** Cecilia Dusek (Environmental), Greg Hoffmann (Environmental and Finance), John Mikalik (Communications), Linda Mikalik (Communications and Rules)

**Visitors:** Jonathan Kirk

### Items for discussion

#### New Business

1. Voted on Board of Director positions: Hanna made a motion to keep the 2024 Board of Director positions the same as in 2023. Sandy seconded; motion was unanimously approved. 2024 Board positions are as follows:
  - a. President – Matt Shelley
  - b. 1<sup>st</sup> Vice President – Andy Jia
  - c. 2<sup>nd</sup> Vice President – Pierce Johnston
  - d. Treasurer – Sandy White
  - e. Secretary – Hanna Beauchamp
2. January meeting minutes approved via email and posted on the ILA website
3. Annual meeting minutes approved via email and posted on the ILA website
4. Lake Vilbig dredge contract with Jonathan Kirk approved via email and the original filed with the Treasurer's ILA documentation. Contract signed with David Environmental Services, LLC on Jan 9, 2024. Work to be completed within 60 days of date of contract. Maximum payable under the contract is \$59,115.00, based on the actual yardage removed. First payment of \$18,766.67 was made on the signing of the contract.
5. Attorney-client engagement and fee agreement with Riddle & Williams, P.C. to prepare and potentially file amendment to bylaws necessary due to increase in annual fees with Dallas County approved via email
6. Approved resolution to remove Jennifer D'Souza and Ann Chittatil from authorization to and on the ILA's financial accounts held with Fidelity. Sandy made a motion, Pierce seconded, motion passed unanimously.
7. Bills paid:
  - a. Jonathan Kirk purchase authorization for 1<sup>st</sup> payment per the Lake Vilbig dredge contract in the amount of \$18,766.67 signed on January 9, 2024
  - b. Purchase authorization for renewal of Microsoft 365 subscription on March 1, 2024, in the amount of \$99.99 (charged to the Secretary's credit card), the Secretary will be reimbursed upon submittance of a receipt.

### 2024 BOARD OF DIRECTORS

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- c. Payment in the amount of \$45.00 to Riddle & Williams, P.C. for accepting ILA to create and/or file documents required by increase in dues
  - d. Reimbursed Sandy White in the amount of \$49.64 for purchase of 2 stamps for endorsing checks for Fidelity (for the Treasurer and the President) and ink
  - e. Reimbursed Sandy White in the amount of \$132.24 for postage of certified letters to 18 members for notice of intent to file liens sent in December 2023
  - f. Purchase authorization to reimburse Matt Shelley in the amount of \$100.00 for a gift card for Tim Casbeer (approved in the August 2023 meeting)
8. Treasurer's financial update:
- a. Review Customer Balance Summary as of February 6, 2024
    - i. 62 members with outstanding balance of \$21,825.14
    - ii. Alternative payment plans: 5 members
    - iii. Current liens: 6
    - iv. Liens to be filed: 1
    - v. Liens to be removed: 1
    - vi. Past dues: 18 letters of intent to file liens sent in December 2023. Only 2 remain with issues. One requiring immediate lien filing and second to be determined March 15, 2023. The balance have either paid current or have entered into Alternative Payment Plans.
    - vii. Sale/transfer of property in January: 1
  - b. Proposed budget: to be presented in March
  - c. ILA doesn't accept money orders since they are not eligible for deposits with Fidelity. Such is noted on every invoice sent to all members – one member has sent a postal money order, which we cannot accept for payment. It is in the process of being returned to said member either informally if responds, or via certified mail if no response by February 16<sup>th</sup>
9. Reviewed insurance policies for officers
- i. Liability Directors and Officers Insurance January 2024
  - ii. General Liability Insurance April 2024
10. Established timeline for posting meeting minutes on ILA website: the Secretary prepares meeting minutes by Friday; 1<sup>st</sup> review by following Wednesday; 2<sup>nd</sup> review if needed; posted two weeks after the meeting; the Secretary texts the Board when minutes are emailed and states a due date for edits/approval
11. Reviewed 2024 timeline of events/payments with due dates and responsibilities: ongoing additions and edits
12. Discussed resale certificates
- a. The Rules Committee to review and update as necessary rules/bylaws to be enclosed with resale certificates: the Secretary will provide the Committee with the documents: the Secretary will share documents with the Chair
  - b. Other documents to be included with resale certificates, e.g. letters from the Environmental Committee reflecting outstanding violations of ILA Rules (the Secretary will be contacting Greg/Cecilia as needed)

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## 2024 BOARD OF DIRECTORS

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13. Discussed watercraft survey drafted by the Rules Committee to be mailed to the membership: create a spreadsheet to track responses, the Rules Committee will make recommendations to the Board on what rules to implement on watercraft usage
14. Recap Annual Meeting
  - a. Location: convenient and free of charge
  - b. Attendance: difficulty in reaching quorum (3 days before meeting 65 proxies turned in), needed to reach out to membership with additional emails and calls
  - c. Quorum validation: inefficient, delayed on time start of the Annual Meeting, improve, suggestion to provide the Election Committee with membership list in alpha order and proxies for check off before the meeting, possibly contact the Rules Committee to have a process in place
  - d. Post Financial Statements discussed during the Annual Meeting on ILA website: done
  - e. Goals for 2024
    - i. Plant some trees in Cypress Cove Park
    - ii. Continue shoreline clean up in partnership with the Environmental Committee: the Environmental Committee with the Board's assistance is identifying infringements and certified letters will be mailed to violators
    - iii. Draft a watercraft survey: completed
    - iv. Mail Rules of Lake Vilbig - Fines and Fees and a watercraft survey to membership: envelope stuffing the week of February 12
15. Update committees' membership: get info from chairs: ongoing
16. Set lake cleanup date; no conflict with the Bass Club: April 6, the Environmental Committee will plan the event, budget will be decided in March
17. Save mailing littering lake, can its delivery be stopped: info on its website, to stop fill out an online form, takes about 6 weeks to take effect, Pierce will test if delivery can actually be stopped
18. Status of Adopt a Spot on Garden Isle maintained by Katherine Nagel until she moved out: neglected, trees infested with mistletoe: Can a new volunteer step up? Not resolved at this time. (It is noted that this is not the purview of the ILA as it is on the street, but we are attempting to assist the neighborhood)

### Old Business

1. Update on filing dues change with Dallas County: according to attorney, this is not required
2. Update on dredging: a pipe in place, the Board request that in the event of a delay in completion of the project to notify ahead of time; extension will be put in writing
3. Update on Rusdell Island: in the process, collecting pictures
4. Update on a sunken boat that a resident offered to remove and haul away for \$500.00; payment upon completion (discussed during August meeting); ongoing, come up with an alternative plan

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### 2024 BOARD OF DIRECTORS

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### Committees/Clubs:

- a. Bass Club (president Rick Huffman):
- b. Communications (co-chairs John and Linda Mikalik):
- c. Elections Committee (chair Ann Chittatil):
- d. Environmental Committee (co-chairs Greg Hoffmann and Cecilia Dusek):
  - i. There are still some underwater metal poles in the lake that need to be removed, underwater cutting tools are very expensive, Pierce will contact a company to get a quote for removal
  - ii. 2 certified letters to be mailed out about falling retaining walls, 30 days to respond or correct the issue, if no response fines will be levied
  - iii. more problem areas concerning retaining walls/docks are being identified
  - iv. draft a letter addressing boats behind houses without stickers
- e. Finance Committee (chair Sandy White):
- f. Park Committee (chair Matt Shelley; security Steve Gonzalez): Matt will invite Steve to one of the Board's monthly meetings
- g. Rules Committee (chair Linda Mikalik):
- h. Social Committee (chair Ping Wang):
- i. Women's Club (chair Joanne Hoffmann):

**Adjourned:** 8:39 pm

### Upcoming Meetings/Events

#### Envelope Stuffing

When: the week of February 12 specific day TBD

#### Board Monthly Meeting

When: March 05, 2024 – 6:30 pm

Where: 1323 Lakeshore Dr.

#### Lake Cleanup

When: April 6, 2024

Where: Cypress Cove Park 1900 Diamond Dr.

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## Board of Directors March Meeting Agenda

**Tuesday, March 05, 2024 – 6:30 pm**

**Call to order:** 6:33 pm

### Attendees

**Board of Directors:** Matt Shelley, Andy Jia, Pierce Johnston (via phone), Sandy White, Hanna Beauchamp

**Committee Reps:** Greg Hoffmann (Environmental and Finance), Linda Mikalik (Communication and Rules), John Mikalik (Environmental - via phone)

**Visitors:** Tim Casbeer, Rick Huffman, Jonathan Kirk (via phone), Brandon and Kristi Woodell

### Items for discussion

#### New Business

1. February meeting minutes approved via email and posted on the ILA website.
2. Bills paid:
  - a. Approve PA for check for \$5.00 for a corporate registered Office fee (paid with ILA check to State of Texas)
  - b. Check provided to Hanna Beauchamp for Renewal of Microsoft 365 yearly subscription for all three ILA computers charged to her credit card on March 2, 2024, in the amount of \$108.24. PA approved at Feb 2024 Board Meeting.
  - c. Approve PA to reimburse Cecilia Dusek for certified mailing of the Environmental Committee for notice of ILA violations and requesting corrections of missing boat stickers and 2 sea walls collapsing into lake in the amount of \$113.43.
  - d. Approve PA for USPS paid with ILA check \$540.00 (\$340.00 for stamps and \$200.00 for post office box annual renewal due February annually)
  - e. Approve PA for \$83.00 for payment on ILA check for filing of 2 lien releases and one new lien filed with Dallas County Recorder's Office.
  - f. Approve PA for check to Riddle and Williams for final work \$225.00 on Bylaw analysis for refiling with Dallas County (previously mentioned no revision or refiling is necessary for the change in annual assessment).
  - g. Approve PA to reimburse John Mikalik for purchasing 445 sets of boat stickers in the amount of \$814.09.
3. Treasurer's financial update
  - a. Review Customer Balance Summary as of March 5, 2024; the Board does not disclose any names of members who are included in items i. through v.
    - i. 51 members with outstanding balance of \$ 18,918.61
    - ii. Current liens – 7 (one added in February)
    - iii. Liens to be filed – maybe one in March if not brought current or get on Alt Payment Plan
    - iv. Alternative Payment Plans - 5
    - v. Liens removed in February – 2

### 2024 BOARD OF DIRECTORS

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- vi. Sale/transfer of property in February – 1
- b. Proposed budget to be presented at April Board Meeting
- c. Discussed assessing \$10.00 fee for any United States Postal Service money orders received to be paid to the person who gets check cashed (for gas and personal check used to make a deposit); The Board did NOT approve this proposed fee. Board decided that it will send a certified letter to the member that used a USPS Money Order this year informing the member that although the Board accepted the USPS money order as payment for the annual assessment fee this year, it was an exception to the rules. The Board letter will state that any attempt to use a USPS money order in the future to pay any account balance will not be accepted if submitted in that manner. The money order will be returned to the member and the account will be deemed unpaid and any applicable late fees will apply. The fact that money orders are not accepted has always been stated on the members' annual bill.
4. Discussed interim watercraft survey results: final submission due March 31, the Board will review and discuss the survey submissions during the April monthly meeting.
5. Discussed lake management plan for 2024 proposed by biologist Chad Fikes: member suggested to limit visits to every other month to save money. Discussion determined that is likely not often enough to catch early any problems, visits have already been cut back from twice a month to once a month; schedule will remain unchanged.
  - a. Maintain and manage a reduction of the aquatic vegetation.
  - b. Monthly visits between March and November, fee \$425.00, monthly
6. Member requested a copy of the Liability Insurance policy to view for personal reasons: an electronic copy will be provided.
7. Member expressed dissatisfaction with lack of detailed and timely updates about dredging: after a discussion, it has been decided that the Communication Committee will add to the ILA website Members Only section Dredging, Linda will prepare dredging history, continue updating and share with the Board before posting. Pictures related to dredging will be included, when available. In addition, the Board communicates via monthly meeting minutes posted on the website. A detailed Power Point presentation on dredging was shared with the membership during the Annual Meeting on January 11, 2024. Facebook is not an official means of communication, membership complaints/concerns need to be addressed to the Board via emails/calls or during the monthly Board meetings.
8. Member questioned lack of progress in dredging and possibility for penalty for delays: it took 9 months to collect money from membership, contractor could not be hired until money was in, time consuming process in obtaining permits working with of Army Corp of Engineers, and the contractor selected worked on obtaining permits and getting the land prepared, for many months, before the contract was signed or the first installment was even paid; therefore, no penalty will be assessed for a delay

### Old Business

1. Evidence of filing Statement of Change of Registered Office/Agent with Secretary of State Austin, TX removing Greg Hoffmann and listing Matt Shelley, has been returned, statement will be kept by Sandy.

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### 2024 BOARD OF DIRECTORS

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2. Rules of Lake Vilbig - Fines and Fees and a watercraft survey to membership mailed on February 13, 2024; followed up with emails including a letter, survey, and rules document (140 members for whom the ILA has emails; 2 emails came back as undeliverable)
3. Update on filing dues change with the State: bylaws do not have to be changed; however, the Board wants to have it updated for its use, bylaws are saved as PDF, Greg will check if he has documents in Word format, Linda will come up with suggestions for update (add a cover page, to be added to BYLAWS, which will also be used for the mailings to the title companies and with resale certificates, etc.) to present to the Board.
4. Update on dredging: Jonathan has to refit some equipment, dredge pontoons will be on the water about March 16, ban unforeseen events/difficulties once the work starts it will last about 3 weeks, March 10 completion deadline will not be met, he will submit an official request for an extension, at this time does not know exactly dredge completion date, Matt proposed 2 months to avoid need for any additional extensions. Sandy made a motion for Jonathan to submit a written request with a new deadline not exceeding the proposed 2-month extension, Matt seconded, motion passed unanimously. The extension will not be official until it is submitted and signed by both parties.
5. Update on Rusdell Island: in progress, coordination with attorney this week since Corporate Registration was received back from State.  
Reported that on south end section of the island, a number of trees has been cut down and limbs dropped in the lake, pictures shared by Tim to some of the Board members, culprit unknown. Sandy suggested hiring someone to clean up the island: tree trimming, removing junk trees, hauling away trash. Tim offers to assist. There's also a mower, which Jonathan identified as belonging to Iris and Steve Dillon, who have been mowing the grass for years. Greg would like to involve the Environmental Committee in inspecting the island and presenting the Board with some ideas.
6. Update on a sunken boat that a resident offered in August to remove and haul away: this person always says next weekend – new plan: Tim (214-886-7806) seeks 8 strong volunteers to complete this task (the boat needs to be flipped over and water pumped out) since this job requires getting into the lake, it will be scheduled when the water gets warmer.

### Committees/Clubs:

- a. Bass Club (President Rick Huffman): shared plan for approval to stock lake with 3 to 6 inch copperside bluegill (this size fish is sexually active and will start reproducing). Sandy made a motion, Matt seconded, motion passed unanimously. The Club has funds in the amount of \$1800.00, which is not sufficient to have the fish delivered. The minimum purchase eligible is in the amount of \$2500.00. The vendor is Overton Fisheries located in Buffalo, TX. Bass Club will pick up the fish and scatter around the lake in different spots, on Saturday, March 9. The bass population is healthy.
- b. Communications (co-chairs John and Linda Mikalik):
- c. Elections Committee (chair Ann Chittatil):
- d. Environmental Committee (co-chairs Greg Hoffmann and Cecilia Dusek):

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### 2024 BOARD OF DIRECTORS

<b>Matt Shelley</b> President 214-673-2262 <a href="mailto:ILA.President.2@gmail.com">ILA.President.2@gmail.com</a>	<b>Andy Jia</b> Vice President 972-804-5284 <a href="mailto:ILA.1st.vice.president@gmail.com">ILA.1st.vice.president@gmail.com</a>	<b>Pierce Johnston</b> Vice President 214-435-2804 <a href="mailto:ILA.2nd.vice.president@gmail.com">ILA.2nd.vice.president@gmail.com</a>	<b>Sandy White</b> Treasurer 214-763-9733 <a href="mailto:ILA.Treasurer@gmail.com">ILA.Treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Secretary 972-986-1242 <a href="mailto:ILA.Secretary@gmail.com">ILA.Secretary@gmail.com</a>
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- i. pneumatic tools to cut underwater metal poles (some are still in the lake) are expensive, maybe rent, check on saws that work off air compressors.
  - ii. dock approval on Lakeshore, complete documentation will be provided to Sandy who keeps appropriate files.
  - iii. spreadsheet created to keep track of boat stickers (21 boat sticker violations, certified letters mailed, follow up on March 15 to see if monthly fines need to be implemented), provide Sandy with status of cases closed and in limbo.
  - iv. lake cleanup is April 6, 2024: discussed budget in the amount of \$500.00, Sandy made a motion to approve, Matt seconded, motion passed unanimously.
  - v. suggestion to members with collapsing seawalls to get together, use one contractor to get a favorable rate, the Committee does not recommend any contractors, asks owners for either plans or extensions, seawalls are not required, but when they are falling into lake, the debris has to be removed.
  - vi. the Committee is aware of another boat going down and its owner will be receiving a letter.
  - vii. send pictures of problem areas to [ila.environmental.committee@gmail.com](mailto:ila.environmental.committee@gmail.com)
  - viii. Keep Irving Beautiful received an award at the Keep America Beautiful National Conference in February; ILA's Lake cleanups are part of Keep Irving Beautiful effort
- e. Finance Committee (chair Sandy White):
- f. Park Committee (chair Matt Shelley; security Steve Gonzalez): update on a suggestion to invite Steve to one of the Board's monthly meetings, Matt spoke with him, he is unable to attend in person. Matt will contact him again and discuss removing his boat from Cypress Cove Park. Matt will try to identify the owners of lawnmower and trailer that is in the park on ILA property.
- g. Rules Committee (chair Linda Mikalik):
- h. Social Committee (chair Ping Wang):
- i. Women's Club (chair Joanne Hoffmann):

**Adjourned:** 8:41 pm

### **Important Dates**

**Watercraft survey due March 31, 2024**

### **Board Monthly Meeting**

When: April 02, 2024, 6:30 pm

Where: 1323 Lakeshore Dr.

### **Lake Cleanup**

When: April 06, 2024, 8:00 – 12:00

Where: Cypress Cove Park 1900 Diamond Dr.

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**Board of Directors  
April Meeting Minutes**

**Tuesday, April 2, 2024 – 6:30 pm**

**Call to order:** 6:30 pm

**Attendees**

**Board of Directors:** Matt Shelley, Andy Jia, Pierce Johnston, Sandy White, with only Hanna Beauchamp absent

**Committee Reps:**

**Visitors:**

**Items for discussion**

**New Business**

1. March meeting minutes approved via email and posted on the ILA website.
2. Legal Review on several issues; the board agrees to submit the draft to the attorney for legal advice.
3. Lake Cleanup breakfast and lunch arrangements: Cecilia will purchase the breakfast from Chick-fil-A, Greg will buy pizza for lunch.
4. Bills to pay:
  - a. - Chad Fikes for March \$425.00
  - b. - Cotton Schmidt - \$2,752.11 - law firm assisting with island foliage destruction and other items
  - c. - Purchase Authorization for Liability and Excess Umbrella coverage \$3031.00
  - d. -Federal tax return preparation \$325. Tax to pay \$77.
5. Discuss the Watercraft Survey results - do we need to get a legal opinion that the change of watercraft rules needs member approval or not? Less than 50 members submitted a survey. Sandy will send the survey to the attorney for legal advice on whether we need member votes for approval.
6. Discuss the water testing results after the City of Irving water main break and sewage in the lake: the board will not draw conclusions for now but just put the test results on the ILA website; the Environmental Committee needs to follow up with TCEQ

**2023 BOARD OF DIRECTORS**

<b>Matt Shelley</b> <b>President</b> 214-673-2262 <a href="mailto:ILA.President.2@gmail.com">ILA.President.2@gmail.com</a>	<b>Andy Jia</b> <b>Vice President</b> 972-804-5284 <a href="mailto:ILA.1st.vice.president@gmail.com">ILA.1st.vice.president@gmail.com</a>	<b>Pierce Johnston</b> <b>Vice President</b> 214-435-2804 <a href="mailto:ILA.2nd.vice.president@gmail.com">ILA.2nd.vice.president@gmail.com</a>	<b>Sandy White</b> <b>Treasurer</b> 214-763-9733 <a href="mailto:ILA.Treasurer@gmail.com">ILA.Treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> <b>Secretary</b> 972-986-1242 <a href="mailto:ILA.Secretary@gmail.com">ILA.Secretary@gmail.com</a>
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7. Update on Boat Stickers

8. Update on seawalls and other items not conforming to rules: Pierce will prepare a draft on rules of access of the lake and the restraints of taking fish away for properties: a) used for Airbnb. and b) owned by companies; will also find contractors to bid for the sunken boat.

9. Status of dredging: refurbish equipment, final preparation to start according to Jonathan.

10. Treasurer's financial update

Review Customer Balance Summary as of March 31, 2024

44 members with outstanding balance of \$18,395.01

Current liens 7

New liens to be filed: 1

Liens to be removed 0

Sale/transfer of property in February

Proposed budget

### Old Business

1. Update on Rusdell Island: follow up with the attorney. Next steps: Went through the communications between the attorney and the owner.
2. Update on a sunken boat that a resident offered to remove and haul away; payment upon completion (discussed during the August Meeting); Tim Casbeer will take care of it when it gets warmer.

### Committees/Clubs:

- a. Bass Club (president Rick Huffman):
- b. Communications (co-chairs John and Linda Mikalik):
- c. Elections Committee (chair Ann Chittatil):
- d. Environmental Committee (co-chairs Greg Hoffmann and Cecilia Dusek):
  - i. Tim updated us on the tools used to cut underwater metal poles. There are still some in the lake that need to be removed. Contact Tim, tabled for a future meeting.
  - ii. dock approval

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### 2023 BOARD OF DIRECTORS

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- iii. spreadsheet created to keep track of boat stickers (21 boat sticker violations, certified letters mailed, follow up needed to see if monthly fines need to be implemented)
- e. Finance Committee (chair Sandy White):
- f. Park Committee (chair Matt Shelley; security Steve Gonzalez): suggestion to invite Steve to one of the Board's monthly meetings
- g. Rules Committee (chair Linda Mikalik):
- h. Social Committee (chair Ping Wang):
- i. Women's Club (chair Joanne Hoffmann):

**Adjourned: 8:30 pm**

### **Upcoming Meetings/Events**

#### **Board Monthly Meeting**

When: May 7, 2024 – 6:30 pm (Later Update, next meeting will be May 14, 2024)

Where: 1323 Lakeshore Dr.

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### **2023 BOARD OF DIRECTORS**

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## Board of Directors May Meeting Minutes

**Tuesday, May 14, 2024 – 6:30 pm**

**Call to order:** 6:30 pm

### Attendees

**Board of Directors:** Matt Shelley, Pierce Johnston, Sandy White, Hanna Beauchamp, (absent, Andy Jia)

**Committee Reps:** John Mikalik (Communications), Linda Mikalik (Communications and Rules)

**Visitors:** John Murazak, Brandon & Kristi Wooddell

### Items for discussion

#### New Business

1. April meeting minutes approved via email and posted on the ILA website.
2. Bills paid:
  - a. Jonathan Kirk for 5 mowings in the amount of \$1,500.00
  - b. Reimbursed Cecilia Dusek for Chick-Fil-A breakfast for Spring Lake Cleanup in the amount of \$293.62
  - c. Reimbursed Greg Hoffmann for Mr. Jim's pizza and water for lunch for Spring Lake Cleanup in the amount of \$71.31
  - d. IRS taxes in the amount of \$77.73
  - e. Chad Fikes lake biologist invoice #1252 for April visit in the amount of \$425.00
3. Treasurer's financial update
  - a. Reviewed Customer Balance Summary as of May 14, 2024
    - i. 39 members with outstanding balance of \$17,548.33; by comparison as of February 06, 2024 – 62 members with outstanding balance of \$21,825.14
    - ii. Current liens: 8
    - iii. Liens to be filed: 0
    - iv. Liens to be removed: 0
    - v. Sale/transfer: 0
  - b. Proposed budget: tabled
  - c. Members with payment plans: 2; 4 plans paid off.
4. Fines Policy: the attorney indicated ILA needs a Fines Policy for rules violations per Texas law requirements from January 24, 2024; a draft has been started; Linda will assist.
5. Repair of fence/gate at Cypress Cove Park: the missing iron post will be replaced; Pierce volunteered to purchase necessary materials and make repairs. Sandy made a motion to approve the purchase, Matt seconded; the motion passed unanimously.
6. Game camera at Cypress Cove Park: a camera will be installed to help identify trespassers.

### 2024 BOARD OF DIRECTORS

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7. No trespassing signs – Sandy made a motion to purchase signs and place them on ILA property, but at this time it was not seconded. She will do more research as to get them made, costs, and locations to be placed. Two kinds – Those in general land and those in front of Non-Member properties.
8. ILA Property – before any member makes any improvements or changes to ILA property, i.e. the Park, the Island, lake frontage, etc., they must get prior approval from the Board. This includes removal of flora or fauna from the property, planting or removing any trees on ILA property, building or trimming trees. The request must indicate a plan for the action, when and where it will take place, how it will be accomplished, and who will be making the changes. This is in addition to the existing policy regarding seeking prior approval before building seawalls and docks.
9. Short Term Rentals: the attorney responded that the ILA needs to agree on a definition of “Tenant” to prevent Airbnbs’ usage of the lake, take a vote by the membership, 108 quorum, 55 votes in favor required. Basically, as it currently stands, usage of the lake is not allowed in exchange for remuneration or fees. The change recommended is for clarity.
10. Renters who live in a property that is owned by a Non-Member who have been fishing in and boating on the lake: Sandy will get with the attorney to write letters and determine action.

### Old Business

1. Update on dredging: Jonathan has requested a two-month extension to July 13, 2024. Sandy made a motion to approve, Matt seconded, motion passed unanimously. The equipment rehab is progressing on the dredge, mobilization of the dredge pipe from the park to the island is underway. Plans are to move the dredge to Cypress Cove Park and on to the island in the next few weeks.
2. Discussed rules on watercraft usage: fewer than 50 members responded to the survey, obtained legal opinion on procedures for adoption of watercraft rules, per the attorney the Board can revise the rules with no need for membership vote; the rules need to be filed with Dallas County Recorder, published on the website, shared with membership via email and regular mail, and included in resale certificates requested by title companies. Attendees discussed whether both rules need to be implemented (50 feet away from any structure, person, other watercraft, etc. and No Wake Zone areas); whether the rules are too restrictive or not restrictive enough; enforcement is always an issue. The Board with the Rules Committee will hold an executive meeting on May 21, 2024, for further discussion on next steps.
3. Update on Rusdell Island: follow up with the attorney; communications happened between the attorney and the owner. Next steps: Environmental Committee to review and determine if it is possible to establish the cost to replace trees that were removed, then submit its findings to the Board,
4. Filed two documents with the Dallas County on April 23, 2024, the Rules Document and Fines and Fees Document

### 2024 BOARD OF DIRECTORS

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5. Legal determination regarding assessment change: It is not necessary to file the increase in annual assessment with Dallas County. The change will be posted on the ILA website.

**Committees/Clubs:**

- a. Bass Club (President Rick Huffman):
- b. Communications (co-chairs John and Linda Mikalik):
- c. Elections Committee (chair Ann Chittatil):
- d. Environmental Committee (co-chairs Greg Hoffmann and Cecilia Dusek): call for volunteers
- e. Finance Committee (chair Sandy White):
- f. Park Committee (chair Matt Shelley; security Steve Gonzalez):
- g. Rules Committee (chair Linda Mikalik):
- h. Social Committee (chair Ping Wang):
- i. Women's Club (chair Joanne Hoffmann):

**Adjourned:** 9:00 pm

**Upcoming Meetings/Events**

**Board Executive Meeting**

When: May 21, 2024 -7:00 pm  
Where: 1323 Lakeshore Dr.

**Board Monthly Meeting**

When: June 4, 2024 – 6:30 pm  
Where: 1323 Lakeshore Dr.

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## Board of Directors June Meeting Minutes

**Tuesday, June 11, 2024 – 6:30 pm**

**Call to order:** 6:30 pm

### Attendees

**Board of Directors:** Matt Shelley, Pierce Johnston, Sandy White, Hanna Beauchamp, Andy Jia (absent)

**Committee Reps:** John Mikalik (Communications), Linda Mikalik (Communications and Rules)

**Visitors:** Tim Casbeer, Jonathan & Kim Kirk, Adriana & John Murazak

### Items for discussion

#### New Business

1. May meeting minutes approved via email and posted on the ILA website.
2. Bills paid:
  - a. Chad Fikes lake biologist invoice # 1265 for May visit in the amount of \$425.00
  - b. Reimbursed Pierce Johnston in the amount of \$40.85 for materials to repair fence/gate at Cypress Cove Park
  - c. Cotton Schmidt law firm in the amount of \$2,311.00 to refill the retainer
3. Treasurer's financial update
  - a. Reviewed Customer Balance Summary as of June 10, 2024
    - i. 27 members with outstanding balance of \$ 15,331.83; by comparison as of February 06, 2024 – 62 members with outstanding balance of \$21,825.14
    - ii. Current liens: 8
    - iii. Liens to be filed: none
    - iv. Liens to be removed: none
    - v. Sale/transfer: 1 – John Nguyen
  - b. Proposed budget: to be covered in July meeting
  - c. Members with payment plans: 2; 4 plans paid off
4. Cypress Cove Park: held up well after a storm on May 28, some branches are down, ask Jonathan Kirk to clear them/mow before Casbeer Kids Classic.
5. Discussed the Annual Blake Casbeer Kids Classic: Saturday, July 6, 2024, 8:00 – 11:00, participants children 17 or younger, organized by Tim Casbeer, Mike Grove, and volunteers from the Bass Club. No trophies left over from previous years. Matt made a motion to allocate up to \$500.00 for 40 trophies (\$6.00 each) and food (hot dogs, chips, bottled water, ketchup, mustard, relish, cookies). Sandy seconded the motion; the motion passed unanimously.
6. Discussed Great Flag Caper: contact Iris Dillon to find out how the monetary donations are allocated, ILA decision to contribute is tabled.

### 2024 BOARD OF DIRECTORS

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## Old Business

1. Discussed rules on Watercraft Usage Policy: back to the Rules Committee.
2. Voted on Fines Policy: Matt made a motion, Sandy seconded, the motion passed unanimously. Sandy will provide the document to the attorney for review to ensure legal compliance; the document will be posted on the ILA website, appropriately filed with Dallas County and distributed to the membership.
3. Discussed hiring help for lake cleanups: see Committees/Clubs d.
4. Update on game camera at Cypress Cove Park: it has not been installed yet.
5. Update on dredging: dredging company unable to complete the job; the Board will hold an Executive Meeting to evaluate situation.
6. Update on plans to place No Trespassing signs to be presented at July meeting.
7. Update on assessment change: it has not been posted yet on the ILA website.
8. Update on broken fence post/gate at Cypress Cove Park: the job has been completed by Pierce.

## Committees/Clubs:

- a. Bass Club (President Rick Huffman):
- b. Communications (co-chairs John and Linda Mikalik):
- c. Elections Committee (chair Ann Chittatil):
- d. Environmental Committee (co-chairs Greg Hoffmann and Cecilia Dusek):
  - i. call for volunteers: 3 ILA members expressed interest
  - ii. impossible to establish the cost to replace trees that were unlawfully cut on Rusdell Island; trash trees only
  - iii. structural engineers need to look over plans to build seawalls before the plans are presented to the Committee /the Board
  - iv. the Committee is checking on hiring out help to conduct surface lake cleanups due to very low membership participation
- e. Finance Committee (chair Sandy White):
- f. Park Committee (chair Matt Shelley; security Steve Gonzalez): gate code changed and shared with the Board
- g. Rules Committee (chair Linda Mikalik): presented Fines Policy for approval
- h. Social Committee (chair Ping Wang):
- i. Women's Club (chair Kathleen Purrington): Joanne Hoffman has stepped down and Kathleen Purrington has volunteered to take her place

**Adjourned:** 9:28 pm

## Upcoming Meetings/Events

### Board Executive Meeting

When: June 12, 2024 – 6:30 pm

Where: 1323 Lakeshore Dr.

## 2024 BOARD OF DIRECTORS

<b>Matt Shelley</b> President 214-673-2262 <a href="mailto:ILA.President.2@gmail.com">ILA.President.2@gmail.com</a>	<b>Andy Jia</b> Vice President 972-804-5284 <a href="mailto:ILA.1st.vice.president@gmail.com">ILA.1st.vice.president@gmail.com</a>	<b>Pierce Johnston</b> Vice President 214-435-2804 <a href="mailto:ILA.2nd.vice.president@gmail.com">ILA.2nd.vice.president@gmail.com</a>	<b>Sandy White</b> Treasurer 214-763-9733 <a href="mailto:ILA.Treasurer@gmail.com">ILA.Treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Secretary 972-986-1242 <a href="mailto:ILA.Secretary@gmail.com">ILA.Secretary@gmail.com</a>
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**Board Monthly Meeting**

When: July 2, 2024 – 6:30 pm

Where: 1323 Lakeshore Dr.

**Annual Blake Casbeer Kids Classic**

When: July 6, 2024 – 8:00 – 11:00

Where: Cypress Cove Park 1900 Diamond Dr.

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**2024 BOARD OF DIRECTORS**

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## Board of Directors July Meeting Minutes

**Tuesday, July 02, 2024 – 6:30 pm**

**Call to order:** 6:31 pm

### Attendees

**Board of Directors:** Matt Shelley, Andy Jia (absent), Pierce Johnston, Sandy White, Hanna Beauchamp

**Committee Reps:** John Mikalik (Communications and Environmental), Linda Mikalik (Communications and Rules)

**Visitors:** none

### Items for discussion

#### New Business

1. June meeting minutes approved via email and posted on the ILA website.
2. Bills paid:
  - a. Chad Fikes lake biologist invoice #1272 for June visit in the amount of \$425.00
  - b. Purchase authorization in the amount of \$100.00 for Great Flag Caper
  - c. Legal Expenses - \$1,155.00
  - d. Reimbursed John Mikalik in the amount of \$207.30 for the Annual Blake Casbeer Kids Classic fishing trophies
3. Treasurer's financial update:
  - a. Reviewed Customer Balance Summary as of July 2, 2024
    - i. 22 members with outstanding balance of \$14, 629.23 before late fees and interest; \$15,104.96 after late fees and interest; by comparison as of February 06, 2024 – 62 members with outstanding balance of \$21,825.14
    - ii. Current liens: 8
    - iii. Liens to be filed: none
    - iv. Liens to be removed: none
    - v. Sale/transfer: none
  - b. Proposed budget: Finance Committee to meet the week beginning July 8, 2024
  - c. Members with Alternative Payment Plans: 2 plans paid off – none remain outstanding
4. Discussed an unauthorized construction by a member on the ILA property.

#### Old Business

1. Donated \$100.00 to Great Flag Caper
2. Voted on Watercraft Usage Policy: Matt made a motion, Pierce seconded, the motion passed unanimously. Sandy will provide the document to the attorney for review to ensure legal compliance. The document will be posted on the ILA website, appropriately filed with the Dallas County and distributed to the membership.

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### 2024 BOARD OF DIRECTORS

<b>Matt Shelley</b> President 214-673-2262 <a href="mailto:ILA.President.2@gmail.com">ILA.President.2@gmail.com</a> m	<b>Andy Jia</b> Vice President 972-804-5284 <a href="mailto:ILA.1st.vice.president@gmail.com">ILA.1st.vice.president@gmail.com</a>	<b>Pierce Johnston</b> Vice President 214-435-2804 <a href="mailto:ILA.2nd.vice.president@gmail.com">ILA.2nd.vice.president@gmail.com</a>	<b>Sandy White</b> Treasurer 214-763-9733 <a href="mailto:ILA.Treasurer@gmail.com">ILA.Treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Secretary 972-986-1242 <a href="mailto:ILA.Secretary@gmail.com">ILA.Secretary@gmail.com</a> m
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3. Distribution of recently updated/revised documents: 1<sup>st</sup> Amended Bylaws, Rules and Regulations, Watercraft Usage Policy one mailing, in house printing
4. Update on hiring help for lake cleanups: see Committees/Clubs d.
5. Update on game camera at Cypress Cove Park: it will be installed in July
6. Update on dredging: dredging company returned in full the 1<sup>st</sup> installment in the amount of \$18,766.67; dredge equipment to be removed from the ILA property by the company, a termination letter releasing the company from contract will be provided; the Board will seek new bids; need a sediment survey
7. Update on plans to place No Trespassing signs: tabled for a future meeting
8. Update on metal poles removal (follow up from February's meeting): see Committees/Clubs d.

### Committees/Clubs:

- a. Bass Club (President Rick Huffman):
- b. Communications (co-chairs John and Linda Mikalik):
- c. Elections Committee (chair Ann Chittatil):
- d. Environmental Committee (co-chairs John Mikalik and Cecilia Dusek):
  - i. Greg Hoffmann has stepped down
  - ii. John Mikalik has stepped up to co-chair the Committee
  - iii. meeting in July with a non-profit organization to conduct surface lake cleanups due to very low membership participation
  - iv. obtained a quote of \$75.00 per metal pole to be removed; contact ILA members with poles
  - v. contact a tree company to remove fallen branches in Cypress Cove Park before the Annual Blake Casbeer Kids Classic
- e. Finance Committee (chair Sandy White):
- f. Park Committee (chair Matt Shelley; security Steve Gonzalez): contact members to remove vehicles/watercraft from Cypress Cove Park
- g. Rules Committee (chair Linda Mikalik): shared final version of Watercraft Usage Policy
- h. Social Committee (chair Ping Wang):
- i. Women's Club (chair Kathleen Purrington):

**Adjourned:** 8:42 pm

### Upcoming Meetings/Events.

### Board Monthly Meeting

When: August 20, 2024 – 6:30 pm

Where: 1323 Lakeshore Dr.

### 2024 BOARD OF DIRECTORS

<b>Matt Shelley</b> President 214-673-2262 <a href="mailto:ILA.President.2@gmail.com">ILA.President.2@gmail.com</a>	<b>Andy Jia</b> Vice President 972-804-5284 <a href="mailto:ILA.1st.vice.president@gmail.com">ILA.1st.vice.president@gmail.com</a>	<b>Pierce Johnston</b> Vice President 214-435-2804 <a href="mailto:ILA.2nd.vice.president@gmail.com">ILA.2nd.vice.president@gmail.com</a>	<b>Sandy White</b> Treasurer 214-763-9733 <a href="mailto:ILA.Treasurer@gmail.com">ILA.Treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Secretary 972-986-1242 <a href="mailto:ILA.Secretary@gmail.com">ILA.Secretary@gmail.com</a>
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## Board of Directors August Meeting Minutes

**Tuesday, August 20, 2024 – 6:30 pm**

**Call to order:** 6:31 pm

### Attendees

**Board of Directors:** Matt Shelley, Andy Jia (absent), Pierce Johnston, Sandy White, Hanna Beauchamp

**Committee Reps:** Linda Mikalik (Communications and Rules)

**Visitors:** Daniel Hernandez, Jay and Kathleen Purrington, Angel Pilarski, Dalma Simmons

### Items for discussion

#### New Business

1. July meeting minutes approved via email and posted on the ILA website.
2. Bills paid:
  - a. Cotton Scmidt Law firm for legal docs review/advice in the amount of \$1,218.75
  - b. Chad Fikes lake biologist invoice #1283 for July visit in the amount of \$425.00
  - c. ENVIROdredge for site survey in anticipation of submitting a dredging bid in the amount of \$950.00
  - d. Torres Total Tree Service invoice for tree trimming in Cypress Cove Park after May storms and before Casbeer Kids Classic in the amount of \$900.00
  - e. Reimbursed Sandy White in the amount of \$130.86 for office supplies
  - f. Reimbursed Matt Shelley in the amount of \$408.00 for 6 rolls of forever stamps
  - g. Reimbursed the following members for purchases/expenses for the Annual Blake Casbeer Kids Classic:
    - i. Eric Kelcher in the amount of \$100.00 for snow cones
    - ii. Pierce Johnston in the amount of \$156.92 for lunch food from Sam's
3. Treasurer's financial update:
  - a. Reviewed Customer Balance Summary as of August 20, 2024
    - i. 19 members with outstanding balance of \$14,755.57; by comparison as of February 06, 2024 – 62 members with outstanding balance of \$21,825.14
    - ii. Current liens: 8
    - iii. Liens to be filed: none
    - iv. Liens to be removed: none
    - v. Sale/transfer: none
  - b. Proposed budget: Finance Committee's July 8, 2024, meeting has been cancelled, no new date yet, determine how much money allocate for dredging, some CDs would need to be closed to have funds on hand to pay for service
4. Recapped the Annual Blake Casbeer Kids Classic held on July 6: great success, close to 40 kids participated, a lot of fish caught, limit chips to three boxes
5. Update on items in the shed in Cypress Cove Park: no black trash bags and recycling bags, no hand sanitizer; Pierce will make purchases

### 2024 BOARD OF DIRECTORS

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6. State of porta potty at Cypress Cove Park: Sandy will contact the company to have it cleaned out
7. Cypress Cove Park needs mowing, make sure it is ready for National Night Out, Matt will check with Jonathan
8. National Night Out October 1, registration is open, Matt will sign the ILA up, plan the event during the Board's September meeting
9. QuickBooks will be no longer supported by Intuit; Sandy to explore available software options
10. The Annual Meeting, three positions on the Board up for election, Sandy will invite Ann Chittatil the Election Chair to attend the Board's September meeting
11. Fallen trees/limbs in the Rusdell Canal from the island; Pierce will check if removal can be done without hiring any tree service company

### Old Business

1. Update on an unauthorized construction by a member on the ILA property; continue to pursue, get pertinent info from the City
2. Update on status of three documents: Watercraft Usage Policy, 1<sup>st</sup> Amended Bylaws, Rules and Regulations; documents have been reviewed by the attorney to ensure legal compliance, one of the documents needs to be revised; Linda and Sandy will work on that
3. Update on hiring help for lake cleanups: see Committees/Clubs d.
4. Update on game camera at Cypress Cove Park: Pierce will install it
5. Update on dredging; only one bid right now from ENVIRO; sediment survey is available; Pierce will reach out for more bids; Sandy will research the property lines around peninsula and Walter's house for placing dredging bags on the area owned by ILA for dredging the Cut area

### Committees/Clubs:

- a. Bass Club (President Rick Huffman):
- b. Communications (co-chairs John and Linda Mikalik):
- c. Elections Committee (chair Ann Chittatil):
- d. Environmental Committee (co-chairs John Mikalik and Cecilia Dusek):
  - i. a non-profit organization can conduct a surface lake cleanup for \$2500.00; it has 2 boats; possibly use some from members; proposition made to hire for fall clean up; the ILA takes trash to the landfill; get a copy of contract the organization uses
- e. Finance Committee (chair Sandy White):
- f. Park Committee (chair Matt Shelley; security Steve Gonzalez): as requested Steve has removed his boat from Cypress Cove Park
- g. Rules Committee (chair Linda Mikalik):
- h. Social Committee (chair Ping Wang):
- i. Women's Club (chair Kathleen Purrington):

**Adjourned:** 7:58 pm

### 2024 BOARD OF DIRECTORS

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## Upcoming Meetings/Events.

### Board Monthly Meeting

When: September 10, 2024 – 6:30 pm

Where: 1323 Lakeshore Dr.

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## 2024 BOARD OF DIRECTORS

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## Board of Directors September Meeting Minutes

**Tuesday, September 10, 2024 – 6:30 pm**

**Call to order:** 6:30 pm

### Attendees

**Board of Directors:** Matt Shelley, Andy Jia, Pierce Johnston, Sandy White, Hanna Beauchamp

**Committee Reps:** Ann Chittatil (Elections), John Mikalik (Communications and Environmental)

**Visitors:** Peter Kang, Angel Pilarski, Scott Rose

### Items for discussion

#### New Business

1. August meeting minutes approved via email and posted on the ILA website.
2. Bills paid:
  - a. Chad Fikes lake biologist, invoice # 1291 for August visit in the amount of \$425.00
  - b. Reimbursed Pierce Johnson for purchasing trash bags, recycling bags, and hand sanitizer in the amount of \$50.66
3. Treasurer's financial update: same as the previous update as of August 20, 2024
  - a. Customer Balance Summary
    - i. 19 members with an outstanding balance of \$14,755.57; by comparison, as of February 06, 2024 – 62 members with an outstanding balance of \$21,825.14
    - ii. Current liens: 8
    - iii. Liens to be filed: none
    - iv. Liens to be removed: none
    - v. Sale/transfer: none
  - b. Proposed budget: the Finance Committee has met: the Treasurer presented a comparison between the budget Jan. – Dec. 2023 and a budget for 2024: 2023 total income \$60,226.13, total expense \$19,972.40, net income \$49,066.72; 2024 total income \$38,935.00, total expense \$28,537.63, net income \$23,397.37
4. Planned National Night Out Tuesday, October 1 from 6-8 pm, the Social Committee will assist with organizing and running the event, Sandy made a motion to allocate up to \$400.00; Matt seconded; motion passed unanimously; \$300.00 for snacks and water and \$100.00 for snow cones provided by Eric Kelcher (Sandy will contact him); John will advertise on social media, anyone can run a booth, residents from the neighborhood are invited; sign-up sheets will be provided by the Secretary; Sandy made a motion to approve up to \$800.00 for a mowing job at Cypress Cove before the event; Matt seconded; motion passed unanimously. No response from Jonathan Kirk; Pierce will contact landscaping companies. Matt has already registered with the City

### 2024 BOARD OF DIRECTORS

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5. Started planning the Annual Meeting to be held on Thursday, January 9, 2025
  - a. The Elections Committee chair Ann Chittatil at [AnnChittatil@gmail.com](mailto:AnnChittatil@gmail.com) will be the **ONLY** contact person for ILA members wishing to run; cut-off date November 20, 2024 to have names placed on the ballot; candidates can provide a picture/short bio to be available on social media
  - b. Seek candidates/nominations: the Communication Committee asked to repeatedly advertise on social media and through emails to membership including info that all officers serve without compensation; three seats up for election.
  - c. Provide all proxies to Ann before the Annual Meeting to start tallying votes.
  - d. Location: the Garden and Arts Building at 906 S. Senter Road, previously usage of the facility was free of charge; Sandy will make a reservation for January 9, 2025, 7:00 - 9:00 pm.
6. Info on accounting software to replace QuickBooks: see Committees/Clubs e.
7. Cypress Cove Park: gate code changed.

### **Old Business**

1. Update on removal of fallen trees/limbs in the Rusdell Canal: no bids yet, Pierce will make some calls
2. Update on an unauthorized construction by a member on the ILA property: the member will submit the land survey to Matt to share with the Board; advise from the attorney is to be sought; further discussion will follow; the member will be contacted with the Board's solution.
3. Update on status of three documents: Watercraft Usage Policy, 1<sup>st</sup> Amended Bylaws, Rules and Regulations; documents have been reviewed by the attorney to ensure legal compliance, one of the documents needs to be revised; Linda and Sandy work on that; the document will be available for the Board's October meeting.
4. Update on hiring help for lake cleanups: see Committees/Clubs d.
5. Update on game camera at Cypress Cove Park: Pierce installed it; in the future, more batteries will have to be bought.
6. Update on dredging bids: one bid from ENVIRO; Pierce reached out to some other companies; review bids from 2018 and take off some sections; Greg Hoffmann shared a bid he received; deadline for written proposals is September 20, 2024; goal to have proposals to vote on by the Board during the October meeting.
7. Question about docks: new docks for approval need to be brought to the Environmental Committee; John has the approval forms, the plans will be looked over by an engineer; once the plans are approved by the Committee, they are presented to the Board; repairs to the existing docks don't need approvals.

### **Committees/Clubs:**

- a. Bass Club (President Rick Huffman):
- b. Communications (co-chairs John and Linda Mikalik):
- c. Elections Committee (chair Ann Chittatil):

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### **2024 BOARD OF DIRECTORS**

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<b>Matt Shelley</b> President 214-673-2262 <a href="mailto:ILA.President.2@gmail.com">ILA.President.2@gmail.com</a> m	<b>Andy Jia</b> Vice President 972-804-5284 <a href="mailto:ILA.1st.vice.president@gmail.com">ILA.1st.vice.president@gmail.com</a>	<b>Pierce Johnston</b> Vice President 214-435-2804 <a href="mailto:ILA.2nd.vice.president@gmail.com">ILA.2nd.vice.president@gmail.com</a>	<b>Sandy White</b> Treasurer 214-763-9733 <a href="mailto:ILA.Treasurer@gmail.com">ILA.Treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Secretary 972-986-1242 <a href="mailto:ILA.Secretary@gmail.com">ILA.Secretary@gmail.com</a> m
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- d. Environmental Committee (co-chairs John Mikalik and Cecilia Dusek):
- i. John has shared the contract to be used with the non-profit; ILA to secure 2 boats, check with the Bass Club; maybe ILA needs to purchase a jon boat for future cleanups; Sandy made a motion to sign a contract for one cleanup in the fall, Andy seconded; motion passed unanimously
  - ii. John visited with Chad about his shoreline assessment and shared his suggestions: seawalls that are falling/ready to fall need to be removed by members, ILA does not require construction of replacements, but John has a list of contractors available to interested members; posts need to be removed and John has a contact person who charges \$75.00 per pole or a special price if they are all together; section of Russel Island has no vegetation causing horrible erosion; planting vegetation would cost between \$20,000.00 and \$30,000.00
  - iii. John suggested for the Secretary to keep track of sending out letters to members with violations
  - iv. John is stepping down; he will stay on until a replacement is found
- e. Finance Committee (chair Sandy White): the Treasurer met via zoom with sales consultants from 5 property management software companies (assisted by the Secretary in 4 meetings); the products ranged in annual price from \$649.00 to \$3,672.00 with comparable range of features included (web-based programs, online bill pay available, document storage, email communication/texting, violations tracking, posting announcements, website, etc.). The Committee recommended transferring to EasyHOA; Sandy made a motion to approve the recommendation; Matt seconded; motion passed unanimously. The Treasurer expects to transfer during October/November to be ready for sending out statements before the end of the year. ILA needs a bank account with debit cards; Sandy will contact local branches. The Committee made a recommendation to set aside \$10,000.00 per year since dredging will deplete the reserve. The next two CDs will be pulled out to have cash available for the project; no need to borrow any money. Preferably for a contract to be signed this year with the first installment to be paid in 2024 to avoid paying taxes
- f. Park Committee (chair Matt Shelley; security Steve Gonzalez):
- g. Rules Committee (chair Linda Mikalik):
- h. Social Committee (chair Ping Wang):
- i. Women's Club (chair Kathleen Purrington):

**Adjourned:** 8:45 pm

### **Upcoming Meetings/Events.**

#### **National Night Out**

When: October 1, 2024, 6-8 pm

Where: Cypress Cove Park 1800 Diamond Drive

#### **Board Monthly Meeting**

When: October 8, 2024 – 6:30 pm

Where: 1323 Lakeshore Dr.

### **2024 BOARD OF DIRECTORS**

<b>Matt Shelley</b> President 214-673-2262 <a href="mailto:ILA.President.2@gmail.com">ILA.President.2@gmail.com</a>	<b>Andy Jia</b> Vice President 972-804-5284 <a href="mailto:ILA.1st.vice.president@gmail.com">ILA.1st.vice.president@gmail.com</a>	<b>Pierce Johnston</b> Vice President 214-435-2804 <a href="mailto:ILA.2nd.vice.president@gmail.com">ILA.2nd.vice.president@gmail.com</a>	<b>Sandy White</b> Treasurer 214-763-9733 <a href="mailto:ILA.Treasurer@gmail.com">ILA.Treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Secretary 972-986-1242 <a href="mailto:ILA.Secretary@gmail.com">ILA.Secretary@gmail.com</a>
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## Board of Directors October Meeting Minutes

**Tuesday, October 08, 2024 – 6:30 pm**

**Call to order:** 6:31 pm

### Attendees

**Board of Directors:** Matt Shelley, Andy Jia, Pierce Johnston, Sandy White, Hanna Beauchamp

**Committee Reps:** John Mikalik (Communications and Environmental), Linda Mikalik (Communications and Rules)

**Visitors:** Peter Kang, Angel Pilarski

### Items for discussion

#### New Business

1. September meeting minutes approved via email and posted on the ILA website.
2. Bills paid:
  - a. Chad Fikes lake biologist invoice #1299 for September visit in the amount of \$425.00
  - b. Reimbursed Andy Jia for food, water, ice for National Night Out in the amount of \$ 312.73
  - c. Purchase authorization in the amount of \$450.00 for Perez Lawn Services for mowing Cypress Cove Park in preparation for NNO
  - d. Purchase authorization in the amount of \$86.17 for cleaning Porta Potty
  - e. Purchase authorization in the amount of \$516.00 for EasyHOA new software program
3. Treasurer's financial update:
  - a. Customer Balance Summary
    - i. 18 members with outstanding balance of \$14,441.71; by comparison as of February 06, 2024 – 62 members with outstanding balance of \$21,825.14
    - ii. Current liens: 8
    - iii. Liens to be filed: none
    - iv. Liens to be removed: 1
    - v. Sale/transfer: 1124 Lakeway occurred without notice, which is the lien to be removed since payment was received from title company after contact with new owner and title company. Collected lien release fee, transfer fee, and all other outstanding assessments and fees.
  - b. Bank account: checks purchased; debit cards distributed to the Board members; Purchase Authorizations provided to the Board members
4. EasyHOA transfer of data: the Treasurer has started updating the membership spreadsheet; goal to have the program up and running by the beginning of December
5. Microsoft 365: the Secretary replaced her own credit card with the ILA Bank of America debit card; next charge in the amount of \$99.99 on March 1, 2025

### 2024 BOARD OF DIRECTORS

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<b>Matt Shelley</b> President 214-673-2262 <a href="mailto:ILA.President.2@gmail.com">ILA.President.2@gmail.com</a>	<b>Andy Jia</b> Vice President 972-804-5284 <a href="mailto:ILA.1st.vice.president@gmail.com">ILA.1st.vice.president@gmail.com</a>	<b>Pierce Johnston</b> Vice President 214-435-2804 <a href="mailto:ILA.2nd.vice.president@gmail.com">ILA.2nd.vice.president@gmail.com</a>	<b>Sandy White</b> Treasurer 214-763-9733 <a href="mailto:ILA.Treasurer@gmail.com">ILA.Treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Secretary 972-986-1242 <a href="mailto:ILA.Secretary@gmail.com">ILA.Secretary@gmail.com</a>
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6. Recap National Night Out Tuesday, October 1 from 6-8 pm, the Social Committee assisted with organizing and running the event; participants 14 ILA members, 8 not ILA members, presence of the Irving Police, Fire, and Code Enforcement; fresh vegetables, fruits, cheeses, prosciutto/salami roll ups, crackers, chips, guacamole, hummus, cookies, bottled water were served; no shaved ice originally planned (Erik Kelcher had a schedule conflict); visual inventory in the shed (plenty of paper goods, plastic utensils (lots of knives, forks, low on spoons), plastic cups; sufficient amounts of hand sanitizer, trash bags, recycle bags; low on plastic table cover roll; no serving utensils; mulch in the picnic area is thinning out, get some after completing the dredging project

### Old Business

1. Continue planning the Annual Meeting to be held on Thursday, January 9, 2025: the Elections Committee chair Ann Chittatil at [AnnChittatil@gmail.com](mailto:AnnChittatil@gmail.com) is the **ONLY** contact person for ILA members wishing to run; cutoff date to have names placed on the ballot is November 20, 2024, info available on the ILA website and other social media
2. Update on removal of fallen trees/limbs in the Rusdell Canal: Pierce will contact the owner of the abandoned jon boat, possibly use it to haul debris
3. Update on an unauthorized construction by a member on the ILA property: ongoing, Sandy will contact the City for more info; Oct. 12 the Board members will inspect the site
4. Update on status of ILA documents: Sandy made a motion to approve all revised documents, Matt seconded, the motion passed unanimously. The documents were signed. They will be notarized, submitted to the attorney for final legal review, sent out to the membership/posted on the ILA website, more info under Committees/Clubs g.
5. Update on fall lake cleanup: info under Committees/Clubs d.
6. Update on dredging: Pierce procured an additional bid, Sandy made a motion to approve a bid from ENVIROdredge, Matt seconded, the motion passed unanimously. Pierce will contact the company to inform, and plan start date/ Dredging will include boat ramp, cut from main lake to deep end, part of channel by Rusdell Dr. Estimate: \$172,875.00

### Committees/Clubs:

- a. Bass Club (President Rick Huffman):
- b. Communications (co-chairs John and Linda Mikalik):
- c. Elections Committee (chair Ann Chittatil):
- d. Environmental Committee (co-chairs John Mikalik and Cecilia Dusek): ILA has signed a contract with Brian Alexander (a non-profit organization) to clean the entire lake area in 4 stages, prorated amount of \$625.00 will be paid for each section, no firm dates yet to start, fishing tournament Saturdays will be avoided. Approved by the Board at the previous Board meeting if the contractors could procure their own boats.
- e. Finance Committee (chair Sandy White):
- f. Park Committee (chair Matt Shelley; security Steve Gonzalez):
- g. Rules Committee (chair Linda Mikalik): Enforcement and Fine Policy, Abbreviated ILA

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Rules Booklet, Rules of Lake Vilbig – Fines and Fees Document, Bylaws Article III have been reviewed by the Rules Committee, presented to the Board for approval, the Board approved and all will be sent to the attorney, readied for filing with Dallas County.

- h. Social Committee (chair Ping Wang):
- i. Women’s Club (chair Kathleen Purrington):

**Adjourned:** 8:10 pm

**Upcoming Meetings/Events**

**Board Monthly Meeting**

When: November 12, 2024 – 6:30 pm

Where: 1323 Lakeshore Dr.

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**2024 BOARD OF DIRECTORS**

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**Matt Shelley**  
**President**

214-673-2262

[ILA.President.2@gmail.com](mailto:ILA.President.2@gmail.com)

**Andy Jia**  
**Vice President**

972-804-5284

[ILA.1st.vice.president@gmail.com](mailto:ILA.1st.vice.president@gmail.com)

**Pierce Johnston**  
**Vice President**

214-435-2804

[ILA.2nd.vice.president@gmail.com](mailto:ILA.2nd.vice.president@gmail.com)

**Sandy White**  
**Treasurer**

214-763-9733

[ILA.Treasurer@gmail.com](mailto:ILA.Treasurer@gmail.com)

**Hanna Beauchamp**  
**Secretary**

972-986-1242

[ILA.Secretary@gmail.com](mailto:ILA.Secretary@gmail.com)



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**Board of Directors  
Executive Meeting Minutes – October 23, 2024**

**Wednesday, October 23, 2024 –7:00 pm**

**Attendees**

**Board of Directors:** Matt Shelley, Pierce Johnston, Sandy White, Hanna Beauchamp

**Agenda:** Discuss an unauthorized construction by a member on the ILA.

Sandy made a motion to not approve all three structures, Pierce seconded, and the motion passed unanimously. The member will be required to remove all unauthorized structures. The member will be notified by a certified letter.

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**2024 BOARD OF DIRECTORS**

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## Board of Directors November Meeting Minutes

**Tuesday, November 12, 2024 – 6:30 pm**

**Call to order:** 6:32 pm

### Attendees

**Board of Directors:** Matt Shelley, Andy Jia, Pierce Johnston, Sandy White, Hanna Beauchamp

**Committee Reps:** John Mikalik (Communications and Environmental), Linda Mikalik (Communications and Rules)

**Visitors:** Brian Alexander, Daniel Hernandez, Mel Hodges, Angel Pilarski, Scott Rose, Dalma Simmons

### Items for discussion

#### New Business

1. October meeting minutes approved via email and posted on the ILA website.
2. Bills paid:
  - a. Chad Fikes lake biologist invoice #1311 for October visit in the amount of \$425.00 (the last visit in 2024)
  - b. Brian Alexander fall lake cleanup purchase order in the amount of \$2,500.00
  - c. Frank X. Jacobini of Cotton Schmidt Law Firm for preparing and filing the answer letter to the tax lawsuit in the amount of \$750.00 (the charge will be added to the outstanding balance owed by the ILA member)
3. Treasurer's financial update:
  - a. Customer Balance Summary as of November 12, 2024
    - i. 18 members with outstanding balance of \$15,014.60; by comparison as of February 06, 2024 – 62 members with outstanding balance of \$21,825.14
    - ii. Current liens: 7
    - iii. Liens to be filed: 0
    - iv. Liens to be removed: 1
4. Airbnbs marketing and allowing lake access, videographer making a video of the lake: discussed the issue, bylaws prohibit usage of Lake Vilbig for profit, possibly update bylaws written in the 1970s when Airbnbs were uncommon, difficulty of obtaining sufficient vote. Sandy made a motion to contact the attorney to draft a letter prohibiting lake usage: no swimming, no boating, no fishing, Matt seconded, the motion passed unanimously. The letter will be mailed to all Airbnbs and ILA members with daily hotel lodgers.
5. Directors' and officers' liability coverage with Westchester Insurance Associates: the annual premium remains \$ 898.00, expires at 12:01 am January 9, 2025, to renew respond by January 8, 2025. Sandy made a motion to approve the coverage, Matt seconded, the motion passed unanimously. Matt will contact the agency.

### 2024 BOARD OF DIRECTORS

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## Old Business

1. Continue planning the Annual Meeting to be held on Thursday, January 9, 2025:
  - a. Printing: 220 proxies, 220 notices
  - b. Date for envelope stuffing: the Board's monthly meeting December 3, limit the agenda to a minimum
  - c. Candidates: cut off November 20, prepare ballots
  - d. Contact Committee/Clubs to see if they want to present during the meeting
  - e. Presentation/PowerPoint
  - f. Reserve the Garden and Arts Bldg. (pick up the key) – Sandy will contact the City
  - g. Membership roster for Ann Chittatil
  - h. Boat stickers for sale
  - i. Projector for presentation
2. Update on an unauthorized construction by a member on the ILA property: Executive meeting on October 23, approval for the building, the cement pond, and the aquaponic structure was denied, the member notified by a certified letter. The City will follow up since the structures in question are on the utility easement. The Board will also follow up.
3. Update on fall lake cleanup: info under Committees/Clubs d.
4. Update on dredging by ENVIROdredge: the company is in the process of obtaining a miscellaneous permit required by the City, tentatively project to commence the first quarter of 2025, dredging timeline on the ILA website will be updated

## Committees/Clubs:

- a. Bass Club (President Rick Huffman):
- b. Communications (co-chairs John and Linda Mikalik):
- c. Elections Committee (chair Ann Chittatil):
- d. Environmental Committee (co-chairs John Mikalik and Cecilia Dusek):
  - i. lake cleanup completed and briefly summed up by Brian Alexander, 360 pounds of trash collected, sites inspected by John, Pierce hauled trash to the landfill, the Board might consider hiring the organization for future cleanups
  - ii. presentation of sea wall plans, materials, drawings by an ILA member, Pierce will inspect the site to assist the owner with lake depth measurements, updated plans will be presented to the Board
  - iii. another ILA member is repairing his dock, same size, debris will be removed, no approval required from the Board
- e. Finance Committee (chair Sandy White):
- f. Park Committee (chair Matt Shelley; security Steve Gonzalez):
- g. Rules Committee (chair Linda Mikalik):
- h. Social Committee (chair Ping Wang):
- i. Women's Club (chair Kathleen Purrington):

## 2024 BOARD OF DIRECTORS

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**Adjourned:** 8:07 pm

### **Upcoming Meetings/Events**

#### **Board Monthly Meeting Envelope Stuffing for the Annual Meeting**

When: December 3, 2024 – 6:30 pm

Where: 1323 Lakeshore Dr.

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### **2024 BOARD OF DIRECTORS**

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## Board of Directors December Meeting Minutes

**Sunday, December 8, 2024 – 4:00 pm**

**Call to order:** 4:11 pm

### Attendees

**Board of Directors:** Matt Shelley, Andy Jia (absent), Pierce Johnston, Sandy White, Hanna Beauchamp

**Committee Reps:**

**Visitors:**

### Items for discussion

#### New Business

1. November meeting minutes approved via email and posted on the ILA website.
2. Bills to pay: none
3. Treasurer's financial update:
  - a. Customer Balance Summary as of December 4, 2024
    - i. 18 members with outstanding balance of \$15,114.60
    - ii. Current liens: 7
    - iii. Liens warning letters to be sent: 8
    - iv. Liens to be removed: 0

#### Old Business

1. Continue planning the Annual Meeting to be held on Thursday, January 9, 2025:
  - a. Contact Committee/Club: Matt
  - b. "2024 in review" notes for the President: Hanna
  - c. PowerPoint presentation: No
  - d. Share documents for mailings with the Communication Committee to post on the ILA website: Sandy
  - e. Email notice and ballot to the Board: Sandy
  - f. Pick up the key to the Garden and Arts Bldg.: Sandy
  - g. Membership roster for Ann Chittatil: Sandy, 2 copies
  - h. Estimate cost of holding the meeting: postage (1<sup>st</sup> class postage rate 0.73), office supplies, in-house printing, cartridges, volunteer hours
  - i. Boat stickers for sale: Pierce
  - j. Financial statements to be handed out at meeting: Sandy
  - k. Quorum validation, tally sheets: Hanna
  - l. Projector for presentation: No
  - m. Collect info: current rental/Airbnb statistics
  
2. Dredging update: the City denied a permit, the Board is in the process of appealing

### 2024 BOARD OF DIRECTORS

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### Committees/Clubs:

- a. Bass Club (President Rick Huffman):
- b. Communications (co-chairs John and Linda Mikalik):
- c. Elections Committee (chair Ann Chittatil):
- d. Environmental Committee (co-chairs John Mikalik and Cecilia Dusek):
- e. Finance Committee (chair Sandy White):
- f. Park Committee (chair Matt Shelley; security Steve Gonzalez):
- g. Rules Committee (chair Linda Mikalik):
- h. Social Committee (chair Ping Wang):
- i. Women's Club (chair Kathleen Purrington):

**Adjourned:** 4:43 pm

4:45 – 6:20 The four Board members present at the meeting stuffed envelopes for the Annual Meeting. Especially thank you goes to Sandy and her family member for preparing some of the documents.

Envelope content:

1. Annual dues statement
2. Notice
3. Proxy
4. Enforcement and Fine Policy for Irving Lake Association
5. Rules of Lake Vilbig – Fines and Fees Document

### Upcoming Meetings/Events

#### Board Monthly Meeting

When: January 7, 2025 – 6:30 pm

Where: 1323 Lakeshore Drive

#### Annual Membership Meeting

When: January 9, 2025 – 7:00 pm

Where: Garden and Arts Bldg. 906 S. Senter Rd.

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Board of Directors
January Meeting Minutes

Tuesday, January 3, 2023 – 7:00 pm

Call to order: 7:03 pm

Attendees: Matt Shelley, John Mikalik, Sandy White via phone, Hanna Beauchamp

Open to visitors: Steve Martin (member of the Rules Committee), Linda Mikalik (chair of the Rules Committee), Cecilia Zhou (member of the Environmental and Rules Committees)

New Business:

- 1. December meeting minutes approved via email and posted on the ILA website.
2. ILA Alternative Payment Plan Policy approved via email by the Board and the Finance Committee
3. Iris Dillon stepped down as Elections Committee Chair, Ann Chittatil volunteered for the position; approved via email
4. Bills paid:
a. Unable to reimburse Sandy White at this time; the bill hasn't been submitted yet; (approved via email in December) in the amount of \$60.83 for postage of 7 statements (lien filing warnings, notice of annual meeting, special assessment, proxy) mailed certified return receipt requested
b. Reimbursed Matt Shelley (approved via email in December) in the amount of \$448.15 for website renewal on December 9, 2022, three-year cycle and \$7.85 for postage certified mail response
c. ILA General Liability and Umbrella Insurance through Associations Insurance Agency (insurance carrier Philadelphia Ins. Company) in the amount of \$2355.00 for 2022 (approved in April)
5. Approved purchase of forever stamps before the price increase, approved purchase of printer cartridges for the secretary
6. Transfer of property in December: one
7. Discuss annual meeting:
a. Member status: at this time, we have no members not in good standing Sandy made a motion, John seconded; motion passed unanimously. Up to date 52 proxies turned in; need 107 required to have a quorum; John will use social media to remind membership to turn in proxies
b. President's presentation
c. Status report: ILA Balance Sheet and Profit Loss Statement - Sandy will provide; she will be available via phone
d. The Election Committee to oversee the election process has been contacted by John
e. Vote Tally Sheet Ballots, Ballot, Proxy Tally Sheet; Total Vote Tally Sheet, Quorum Validation; Volunteer Form – Matt will print
f. List of membership to verify emails/phone numbers - Linda
8. Update on tree planting: Mexican white oak, crape myrtle bashams party pink (tree saplings given out by the City on Arbor Day), oak and some nandinas (grown by Hanna) planted in Cypress Cove on Dec. 12 by Andy and Hanna. John will post a call for sapling donations on social media.

2022 BOARD OF DIRECTORS

Table with 5 columns: Name, Title, Phone Number, Email Address. Rows include Matt Shelley (President), Andy Jia (Vice President), John Mikalik (Vice President), Sandy White (Treasurer), and Hanna Beauchamp (Secretary).



9. Matt has been set up as website billing administrator; John will continue as web administrator and Cecilia will be added as web administrator; John will maintain Social Media presence
10. Update on dredging: Jonathan Kirk per request from Corps of Engineers resubmitted the application; as soon as the permission is obtained dredging will commence.

**Old Business:**

1. Committee/Club Updates:
  - a. Bass Club (president Rick Huffman):
  - b. Communications (chair John Mikalik)
  - c. Elections Committee (chair Ann Chittatil)
  - d. Environmental Committee (co-chairs Greg Hoffmann and John Mikalik):
  - e. Finance Committee (chair Sandy White)
  - f. Park Committee (chair John Mikalik; security Steve Gonzalez)
  - g. Rules Committee (chair Linda Mikalik):
  - h. Social Committee (chair Ping Wang):
  - i. Women's Club (chair Joanne Hoffmann)

**Adjourned:** 8:50 pm

**Next Meetings:**

- Annual Meeting  
When: Thursday, January 12, 2023 – 7:00 pm  
Where: Garden and Arts Bldg. 906 S. Senter Rd.
- Board Monthly Meeting  
  
When: Tuesday, February 7, 2023 – 7:00 pm  
Where: 1323 Lakeshore Drive

**2022 BOARD OF DIRECTORS**

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Matt Shelley President 214-673-2262 <a href="mailto:ILA.President.2@gmail.com">ILA.President.2@gmail.com</a>	Andy Jia Vice President 972-804-5284 <a href="mailto:ILA.1st.vice.president@gmail.com">ILA.1st.vice.president@gmail.com</a>	John Mikalik Vice President 972-849-3267 <a href="mailto:ILA.2nd.vice.president@gmail.com">ILA.2nd.vice.president@gmail.com</a>	Sandy White Treasurer 214-763-9733 <a href="mailto:ILA.Treasurer@gmail.com">ILA.Treasurer@gmail.com</a>	Hanna Beauchamp Secretary 972-986-1242 <a href="mailto:ILA.Secretary@gmail.com">ILA.Secretary@gmail.com</a>
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Annual Meeting Minutes Thursday, January 12, 2023, 7:00 PM  
Garden and Arts Building, 906 S. Senter Road

Call to Order: 7:00 pm

37 in attendance, 32 households present

123 of 214 (or 57.47%) households represented (117 proxies, 6 ballots); 7 proxies unsigned and not counted since they could not be verified

107 proxies voted, 6 ballot votes at the meeting

QUORUM REQUIREMENT IS MET

Board Members in attendance: Matt Shelley, John Mikalik, Andy Jia, Sandy White (via phone), Hanna Beauchamp

Election Committee in attendance: Ann Chittatil assisted by Mathew Chittatil and Linda Mikalik

Linda Mikalik verified accuracy of contact info for members in attendance

Opened for nominations for the ILA Board from the floor – none

Reminded the attendees to turn in any remaining proxies/ballots - none

#### Irving Lake Association, Inc. Status and Financial Report

- 214 member lots; full membership 231 lots
- 17 non-member lots
- Approximately 62 long term and short-term rentals; 28.7%
- 14 delinquent members over 1 year behind
- Liens placed on 7 properties, 7 potential liens for this year
- Financial update by the Treasurer via phone
  - Review ILA Balance Sheet and Profit & Loss Statement handout passed out during the meeting (December 31, 2021 and December 31, 2022 comparison; January through December 2021 and January through December 2022 comparison)
  - questions from the floor
    - ✓ What is the \$200.00 donation for? It was a donation to Great Flag Caper, which was reimbursed by the money from the City grant that ILA received.
    - ✓ What are the travelling expenses totaling \$500.00? Each time a lien is placed or released it requires gas expense. In addition, the Board approved a business expense in the form of plane tickets for the Treasurer to return to Texas to make a presentation during a general meeting to raise annual dues on November 15, 2022.
  - Special Assessment was approved by the Finance Committee and the Board of Directors as per the ILA's Corporate documents. For all Members who are current on their dues, the current invoice for 2023 is \$300.00 per lot. Additional items could include Boat Trailer Storage and interest and fees for past due accounts.

#### 2022 BOARD OF DIRECTORS

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- The ILA offers a payment plan that can be requested from the Treasurer; it is a 6-month payout with no late or collection fees; only interest is accrued
- Cost of annual meeting (last year \$600.00) not counting volunteer hours

### Highlights from 2022

- Held two lake cleanups: spring and fall; removed about 2 tons of trash
- Continued the aquatic management program for the lake with our contracted biologist
- Continued support of Bass Club with the aquatic management issue for the lake
- Sponsored the annual Blake Casbeer kid's fishing tournament in July
- Sponsored and participated in the Great Flag Caper
- Sponsored and participated in Neighborhood Watch Program
- Sponsored annual National Night Out for the ILA and surrounding community
- Sponsored Neighbor Helping Neighbor program assisting our neighbors in need; no requests in 2022; so far one request in 2023
- Attempted to raise dues set at \$50.00 per lot in 1979 by Centennial Homes; didn't generate sufficient support to pass
- Updated Rules of Lake Vilbig and created the ILA Booklet which is available on the ILA's website
- Received City of Irving Grant for ILA projects again this year in the amount of \$800.00
- Worked with the City on various Code issues and the storm/lake drains issues; regular emptying of drain baskets

### Outstanding members who unselfishly supported the ILA:

- Andrea Plachcinski for continuing to lead the Neighborhood Watch Program
- Mike Grove, Tim Casbeer, and John Mikalik for organizing the Blake Casbeer Kid's tournament
- Jerry Skotak for his dedication to monthly testing the Lake Vilbig waters. He reports results to the Environmental Committee, our biologist, and the City of Irving
- Katherine Nagel for maintaining Adopt-A-Spot on Sea Terrace
- Steve Martin for maintaining Adopt-A-Spot on Garden Isle to Hunter Ferrell
- Iris Dillon for all the years of service to the Election Committee
- John Mikalik and company for the Neighbor Helping Neighbor Program
- Jonathan Kirk for maintenance of the park
- John Mikalik for maintaining the website, posting the newsletter, updating Lake Vilbig and City events
- The Election Committee Ann and Mathew Chittatil
- The Environmental Committee Greg Hoffmann, John Mikalik, Cecilia Dusek
- The Finance Committee the Board, Mathew Chittatil, Brad and Cecilia Dusek, Greg and Joanne Hoffmann, Ray Jeffrey, Amy Johnston
- The Park Committee John Mikalik, Steve Gonzalez
- The Rules Committee Linda Mikalik, Cecilia Dusek, Greg Hoffmann, Steve Martin, Andrea Plachcinski, Julie Skotak
- The Social Committee Ping Wang

### 2022 BOARD OF DIRECTORS

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- Thanks to the current board and their spouses. Special thanks to Andy Jia and John Mikalik who volunteered to fill vacant positions on the Board for the past year. John is stepping down from the Board. He is to be commended for his dedication, knowledge, and reliability; his presence during the Board meetings will be missed.

ILA plans, needs, and goals for 2022; what has been accomplished

ILA plans, needs, and goals for 2023

- Maintain and improve Cypress Cove Park available to ILA members for parties and other celebrations
  - i. Boardwalk – build it between the dock and the bridge: completed in 2022, it will be treated and stained this year
  - ii. Cut down and trim dead trees and branches in the picnic area: completed; in addition, planted a couple of saplings given out by the City on Arbor Day
  - iii. T - dock – repair (some poles have rotted out): not completed in 2022, but received estimates; the project will be done this year
  - iv. Bridge – it will be retreated and stained this year
  - v. Reflective posts by trailer ramp– install to facilitate backing of trailers: not completed in 2022; to be completed this year
  - vi. Removal of old dock posts across from T-dock – moved to this year
- Ongoing work to reduce delinquent accounts
- Continue aquatic management for the lake: accomplished; since overall health of the lake has been acceptable since last May the Board has limited lake biologist's visits to one per month with no visits in November and December; cost per visit was \$350.00; going up to \$425.00 per visit in 2023; the contracted lake biologist is Chad Fikes; tests water quality, identifies invasive species, recommends treatment, sprays as deemed necessary, helps the Bass Club evaluate fisheries, provides detailed reports posted on the ILA website after each visit.
- Moving forward with dredging:
  - Accepted a bid to dredge the most critical portion of Rusdell Channel; projected cost \$55,000; Waiting for the final approval of the Corps of Engineers; Questions from the floor
    - ✓ What is the goal of dredging Rusdell? The purpose is to achieve the original depth.
    - ✓ Where will the silt be deposited? It will go on the island.
    - ✓ What about odor? It will be relatively short lived.
  - In the future the Board hopes to dredge more areas
- Ongoing effort to increase member volunteerism

Introduction of clubs and committees

- Bass Club update from Rick Huffman President
  - It was formed in 1993; its mission to get to know neighbors through fishing
  - Currently 16 members; membership is shrinking; dues are \$60.00 a year per household

## 2022 BOARD OF DIRECTORS

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- Partner up with ILA to conduct toxicity sample on the fish since more and more is being consumed by the residents
  - February 11, 2023: Annual Banquet at Spring Creek Barbecue at 3514 W. Airport Fwy. Everyone is invited including non-members.
  - Meetings: 2<sup>nd</sup> Thursday of the month
  - Tournaments/competition; weigh ins at Mark and Julie Grigsby at 1808 West Shore Ct. Usually between 11:00 and 1:00 pm. Come and watch.
  - Pierce Johnston Angler of the Year 2022
  - Check the ILA website for the Bass Club postings.
  - JOIN
- 
- Communications Committee update from John: the committee works closely with other committees, helps with the website, provides updates and news, to view residents' resources (e.g., minutes from Board meetings, rules and regulations, committees) posted on the ILA website, the member needs to sign up and get approved either by John or Cecilia
  - Election Committee newly appointed chair Ann Chittatil; oversees the election process, counts proxies and ballots, verifies quorum
  - Environmental co-chaired by Greg Hoffmann and John Mikalik, update from Greg: the committee assures the environmental health and safety of Lake Vilbig and the surrounding ILA property. There were three bids to dredge a portion of Rusdell Channel \$250,000.00; \$190,000.00; and an innovative plan by Jonathan Kirk for \$55,000.00. The work will commence as soon as the approval of the Corps of Engineers is received. Continue working with owners of delapidated docks, sunken boats, crumbling seawalls; in general Lake Vilbig is in good condition, lake clean ups are very important; construction of docks needs to be approved by the Board, the City of Irving requires permits to build retaining walls; be vigilant of introducing new plants to the lake since some of them can be invasive, in the past someone planted American lotus that started covering the lake; the cost to remove it was about \$1,200.00
    - question from the floor
      - ✓ Is bushy pond weed eradicated? It is under control and its growth is closely monitored by the lake biologist. It's not beneficial to completely get rid of it since it provides fish spawning areas.
    - Suggestion from the floor
      - ✓ Get a group rate for seawall construction if several homeowners were interested in getting the project done
  - Finance chaired by the Board Treasurer: the committee is responsible for reviewing and providing guidance for the ILA's financial matters. Specifically, the committee assures internal controls, independent audit, and financial analysis for the corporation
  - Neighborhood Watch tips from Andrea Plachcinski who is our Crime Watch Captain: don't leave anything in the car for the night, lock tailgates on the trucks, it takes less than 30 seconds to remove it if not secure

## 2022 BOARD OF DIRECTORS

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- Neighbor Helping Neighbor Program update from John: a group of volunteers who perform small jobs, if you know of anyone who needs some assistance, let John know, it's private, the name of the person in need of assistance is not disclosed.
  - question from the floor
    - ✓ Does the resident need to be an ILA member? No, it can be someone from the surrounding community.
- Park Committee update from John who is stepping down, Pierce Johnson is taking over, security Steve Gonzalez: committee initiates and plans improvement of the park area; oversees the park's maintenance, takes reservations for the use of the park, maintains security watch over the park, keeps records of trailers stored in the park; cameras are installed facing the gate and Steve let's John know if there's something unusual going on; consider using the park for parties, reunions, etc.
- Rules Committee update by chair Linda Mikalik: committee reviews and recommends changes for ILA documents, keeping the membership's rights and enjoyment of Lake Vilbig foremost in mind. The committee is responsible for the appeals process as prescribed in Article III, Section 9 of the Bylaws (Board members are not permitted to serve on the Rules Committee); SOP are up on the ILA website, booklet with condensed rules to print for tenants also posted
- Social Committee update by chair Ping Wang: purpose to initiate and organize social events for the ILA such as holiday parties, neighborhood socials (helps with National Night Out); call for ideas and volunteers
- Women's Club update by chair Joanne Hoffmann: provide fellowship and organize activities for female members; it has been on hold, but the plan is to get it active again; games, museums, shows, watch the ILA website for postings of upcoming events; call for ideas and assistance

### Miscellaneous

- Volunteer; sign in sheets available
- Participate in Eyes on You Neighborhood Crime Watch
- Contact the Board with the information if you sell a boat or purchase one. Reminder to purchase boat stickers at the end of the meeting for \$10.00 or pick up the second one for free. A recommendation has been made to start fining boats with no stickers since numerous warnings have been issued.
- Contact the Board with the information if you sell a trailer. If you don't, you will still see \$30.00 on your invoice.

### Announce the new board member election results

Andy Jia 103

Pierce Johnston 94

Matt Shelley 104

Write in Iris Dillon 1

There were 7 unsigned proxies each voting for three write-ins: Judy Maldonado, Steve Martin, Martin Perez.

Vote on 2023 Board member positions will be held during the monthly Board meeting in February.

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Open Discussion/Questions/Concerns from attendees:

- ✓ What if a visitor is on the lake in his/her own kayak with no numbers? Contact one of the Board members who will provide a yellow wrist band indicating that the craft has permission to be on the lake.
- ✓ The election is not conducted in compliance with the bylaws since the proxies/ballots are not secret. Response has been provided by the current President Matt Shelley, one of the former Presidents Gregg Hoffmann, and chair of the Rules Committee Linda Mikalik. Texas law requires written ballots that are signed by the voting member. This process allows to monitor whether the vote is cast by eligible member and assures the number of cast ballots by each member matches the number of owned lots. The proxies/ballots are not viewed by the candidates, nor are they involved with the counting process. The proxies are handled only by the Election Committee members. It is not disclosed how any of the Members voted. After the meeting, all the documents pertaining to voting are sealed and filed with other ILA records to be retained according to the SOP of document retention policy.

Meeting Adjourned: 8:20 pm

Next Board Monthly Meeting

When: Tuesday, February 7, 2023 – 7:00 pm

Where: 1323 Lakeshore Drive

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**2022 BOARD OF DIRECTORS**

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**Board of Directors  
February Meeting Minutes**

**Tuesday, February 7, 2022 – 7:00 pm**

**Call to order: 7:00 pm**

**Attendees:**

**Board of Directors:** Matt Shelley, Andy Jia, Pierce Johnston, Sandy White (via phone), Hanna Beauchamp

**Visitors:**

**Committee Reps:** Greg Hoffmann (Environmental), Steve Martin (Rules), John Mikalik (Communication), Linda Mikalik (Rules)

**Others:** none

**Items for discussion:**

**New Business**

1. Resolution of 2023 Board positions. Matt made a motion for Sandy and Hanna to keep their current positions. Pierce seconded. The move was passed unanimously. Matt made a motion to nominate Pierce as 2<sup>nd</sup> Vice President. Andy seconded. The motion passed unanimously. Matt made a motion to nominate Andy for 1<sup>st</sup> Vice President. Sandy seconded. The motion passed unanimously. Sandy nominated Matt for President. Andy seconded. The motion passed unanimously. Board officers have appropriate email addresses and log-ins. John has passed his ILA binder to Pierce, and a request has been made to compile an additional ILA binder for Linda. The scope of responsibility for each position will be addressed in March. The Secretary will update the footer to reflect the 2023 Board positions. Authorization with the Fidelity account will be updated and ready for the March meeting.

2023 board positions are as follows:

- i. President – Matt Shelley
- ii. 1<sup>st</sup> Vice President – Andy Jia
- iii. 2<sup>nd</sup> Vic President – Pierce Johnston
- iv. Treasurer – Sandy White
- v. Secretary – Hanna Beauchamp

2. January meeting minutes were approved via email and posted on the ILA website.

3. November meeting amended minutes approved via email and posted on the ILA website.

4. Annual meeting minutes are approved via email and posted on the ILA website.

5. Reviewed insurance policies for officers and program updates for computers:

- i. Liability Directors and Officers Insurance - paid
- ii. General Liability Insurance – info sent; Matt will contact to update the number of units to 215
- iii. Approved Microsoft 365 – 1 year subscription renewal on March 1, 2023; \$99.99 + tax (the Secretary's credit card on file)
- iv. The Secretary received an email from Norton LifeLock subscription for three years renewed on 01/10/2023 for \$349.89; forwarded to the Board for review; possible Spam

6. Bills paid:

- i. Reimbursed Sandy (approved via email in December 2022) in the amount of \$60.83 for postage of 7 statements (lien filing warnings, notice of annual meeting, special assessment, proxy) mailed certified return receipt requested (all delivered except for one returned to the sender)
- ii. Reimbursed Matt \$300.00 for the purchase of Forever Stamps before the price increase in January
- iii. Reimbursed Sandy \$41.14 for the purchase of 2 ink cartridges for the Secretary
- iv. Reimbursed Matt for \$24.07 for postage of 3 letters certified return receipt requested in response to 3 letters of request and challenges from one of the members
- v. Renewed ILA's PO Box for one year for \$194.00

7. The ILA Treasurer, Sandy, explained that the Finance Committee held a meeting on November 28, 2022, and the Board was also in attendance. During this meeting, the Finance Committee unanimously voted to approve the \$250 Special Assessment, and it was presented to the Board for approval at that time. The Board also unanimously approved the Special Assessment during that meeting, which is reflected in those minutes, which are filed under the Finance Committee on the ILA Website. Sandy made a motion to hold another vote on the \$250 Special Assessment at today's Open Board meeting to have the vote recorded in today's Board meeting minutes which are available to the membership under Resident Resources on the ILA website. Matt seconded the motion, and the Board unanimously voted to approve the Special Assessment for the records again. These minutes record the history of the vote, when it took place, and how it was approved, and they also reflect today's approval of the Special Assessment in the minutes.

8. Treasurer's Finance update and discussion:

a. Review delinquent accounts:

- i. 70 members with outstanding YTD of \$27,190.71
- ii. Current liens: 8
- iii. Liens filed in January: none

iv. Liens removed in January: none

v. Liens to be filed: 1; one member's deadline is extended to the end of February before filing a lien due to the fact the member's letter was not delivered and returned to the sender; 2 lien releases to be filed (assigned to Andy)

vi. One of the properties has been sold, the previous owner had an unpaid balance, and a lien was not placed; Sandy made a motion to write it off. Matt seconded. The motion passed unanimously.

vii. The Treasurer received a request to remove a lot from the ILA – draft a letter in March to address the issue and respond to the owner

b. Members with payment plans: 8

i. Sandy received a request from a member for an extended payment plan of up to 11 months. Sandy made a motion to approve the request. Matt seconded. The motion passed unanimously.

c. Review balance sheet profit/loss – not available right now; the most current for December 2022

d. Audit – waiting for tax documents from Fidelity before they are sent to the accountant and audited.

e. Report on the Finance Committee's meeting held on January 24; items discussed:

i. Proposed budget for 2023 – a deficit of about \$1,000.00

ii. CD investment: \$160,000.00 laddered through Fidelity with \$40,000.00 in each CD; interest rate 4.4% - 4.7%; estimated income \$6,000.00

iii. Potential annual dues increase: Motion passed unanimously by the Finance Committee to increase dues to \$150.00 per lot effective 2024; current dues for \$50.00 set in 1979 are insufficient to run the ILA. The Board discussed this year's attempt to increase dues to \$250.00 and negative comments about the steep hike. The overwhelming response from the members was that raising dues was necessary and viewed favorably as a smaller amount. The Board expressed concern that since fewer and fewer volunteers stepped up, more services might have to be purchased. Sandy proposed to accept the Finance Committee's recommendation. Sandy motioned to the Board during the recent meeting to approve the proposal. Matt seconded. The motion passed unanimously. Start working on the letter for the membership in March.

iv. Alternative payment plan: no charge, no interest fees till April 1, flexibility in payment plans, requests need to be submitted to the Treasurer

v. Schedule for the Finance Committee meetings: January, last Tuesday of March, June, September, and November (to assist with annual statements)

9. Transfer of property in January: none

10. 1804 Rusdell Drive joining the ILA; Supplement notarized, invoice for 2023 paid in total and filing fees with the County Clerk's office of \$100.00 paid; the paperwork will be filed by Andy, copied (the original is filed in property folders maintained by the Treasurer) and mailed to the owner; Hanna will provide Bylaws and Lake Easement Restrictions and Covenants; ILA Rules and Regulations Booklet since it's a rental property (email address of the owner provided by John); inform about boat stickers. This annexation brings up the ILA to 215 member lots, 16 non-member lots

11. ILA General Liability and Umbrella Insurance through Associations Insurance Agency (insurance carrier Philadelphia Ins. Company) to be renewed on April 1, 2023; updated, signed, and submitted (deadline January 24, 2023)

12. Complete the timeline with events, responsibilities, etc., for 2023. The Board members will review/add (timeline shared through Google) and discuss in March

13. Assess the annual meeting: location, attendance, the difficulty of reaching quorum (need to reach out to membership with additional emails, calls), low return of proxies from rental properties managed by property management services; do we want to edit proxy and ballot; tabled for May

14. Plan of action to complete the ILA plans/goals for 2023:

a. Boardwalk and bridge – to be treated and stained; late spring - early summer; reach out to the membership to volunteer

b. T - dock – repair rotted out poles; bids have been received; Jonathan Kirk won the bid

c. Reflective posts by trailer ramp– install; Matt will reach out to the membership to volunteer; get it done by Memorial Day

d. Old dock posts across from T-dock – remove; Pierce will reach out to the membership to volunteer

e. Monitor the health of trees in Cypress Cove Park – Andy will be in charge; some ILA owners are ready to donate more trees for planting; the Environmental and Park Committees could survey the area and create tree plant design; Greg suggested reviving the idea of Memorial Park and he will look into old plans

f. Section of Rusdell Channel – dredging; Matt will invite Jonathan to a March meeting

15. Updated committee chairs and membership:

a. Bass Club (president Rick Huffman)

b. Communications (John Mikalik): ILA website, Facebook, Nextdoor, City of Irving

c. Elections Committee (chair Ann Chittatil); member Mathew Chittatil

d. Environmental Committee (co-chairs Greg Hoffmann and Cecilia Dusek); member John Mikalik

e. Finance Committee (chair Sandy White); members Mathew Chittatil, Brad and Cecilia Dusek, Greg and Joanne Hoffmann, Ray Jeffrey, Amy Johnston

f. Park Committee (chair Andy Jia; security Steve Gonzalez): members wishing to reserve the Park or purchase boat stickers can contact any Board member; Andy, assisted by John, will sell boat stickers; Andy will track trailers

g. Rules Committee (chair Linda Mikalik); members Cecilia Dusek, Greg Hoffmann, Steve Martin, Andrea Plachcinski, Julie Skotak

h. Social Committee (chair Ping Wang)

i. Women's Club (chair Joanne Hoffmann)

16. Compile a list of new volunteers – nobody signed up during the Annual Meeting; maybe reach out to write-ins: Judy Maldonado, Steve Martin, Martin Perez

17. Lake cleanups: It's the 30<sup>th</sup> year of conducting this event; the Environmental Committee met on February 4 to discuss this year's plans; the spring lake cleanup date is April 1 to accommodate ILA fishermen participating in a tournament on March 25; fall cleanup tentative date October 21, budget for each event \$200.00 for breakfast and lunch (coffee, donuts, juice, water, pizza for lunch or hamburgers fried by Matt); the Social Committee will assist; membership will be notified through social media.

18. A complaint was filed with the Irving Code Enforcement on January 21 about illegal dumping by a cleaning company in Lakeshore. The City reported back to ILA; the water was tested, and no chemicals were found.

## **Old Business**

1. Open an account with a local bank, and apply for a corporate credit card for ILA: to be discussed in April.

2. Matt will contact Chad Fikes, a lake biologist, to attend a March meeting via phone or in person.

**Adjourned:** 8:38 pm

**Next Board Monthly Meeting:**

When: March 14, 2023 – 7:00 pm

Where: 1323 Lakeshore Drive

**Board of Directors  
March Meeting Minutes**

**Tuesday, March 14, 2023 – 7:00 pm**

**Call to order: 7:03 pm**

**Attendees:**

**Board of Directors:** Matt Shelley, Pierce Johnston, Sandy White (via phone), Hanna Beauchamp (Andy Jia was not present)

**Visitors:**

**Committee Reps:** Greg Hoffmann (Environmental), Steve Martin (Rules), John Mikalik (Communication), Linda Mikalik (Rules)

**Others:** Chad Fikes (via phone), Jonathan Kirk (via phone)

**Items for discussion:**

**New Business**

Chad Fikes lake biologist gave an overview; current maintenance mode; no need for excessive spraying or treatment; each visit routine water chemistry analysis and check for invasive species to be treated as warranted; visits March through November; notify membership of Chad's gas motor on the lake towards the end of March.

February meeting minutes were approved via email and posted on the ILA website.

Bills paid:

Reimbursed Hanna for Microsoft 365 - 1 year subscription charged to her credit card for \$108.24 (approved by the Board in February)

Reimbursed Linda for the purchase of a binder for the 2<sup>nd</sup> Vice President for \$29.41 (approved by the Board in February) from Office Depot

Approved purchase authorization ILA April 1, 2023, through April 1, 2024, General Liability Insurance for \$1609.00 and Umbrella Insurance for \$1255.00 through Associations Insurance Agency Insurance Carrier Philadelphia Indemnity Ins Company

Treasurer's financial update and discussion

Review delinquent accounts:

54 members with outstanding as of February 2023 \$27, 607.00

Current liens: 8

Liens filed in February: one (problems with filing; follow-up required)

Liens removed in February: one

Liens to be filed: one

Members with payment plans: 8; 4 paid off

Review balance sheet profit/loss: table for April meeting; the Finance Committee will convene before the Board's meeting.

Audit – tax documents from Fidelity sent to the accountant

Transfer of property in February: none; title company reached out to the Secretary, but that property is not part of ILA

Discussed/voted on ILA member's interest to serve on the Finance Committee: We have another volunteer for the Finance Committee; this member has stated historically to both ILA members and Board members that he does not care about the lake and that he only cares about how anything affects his property. Therefore, because the best interests of the lake are of utmost importance when serving on the Finance Committee, the Treasurer moved that the member is not added to the Finance Committee. Matt seconded. The motion passed unanimously.

### **Old Business**

Jonathan Kirk dredging and T-dock updates: final plans to be resubmitted with the Corps of Engineer; surveyor needs to inspect the site; the Board voiced concern about delays and stressed the importance of moving with the project promptly; update expected during April's Board meeting; T-dock: John and Greg volunteer to work with Jonathan

Install reflective posts by trailer ramp – John and Greg will spearhead this project.

Remove old dock posts across from T-dock - Tim Casbee will inspect/provide a bid.

Address scope of responsibility for Board positions: tabled for April meeting.

Update authorization with Fidelity account: tabled for April meeting

Respond to the property owner who wants to have the lot removed from ILA: the Secretary will check if there are sample letters addressing this issue

Draft letter for the membership concerning the proposal for dues increase: the Treasurer will revise the previous letter; update the amount and justification.

Discuss/complete the timeline with events, responsibilities, etc., for 2023 and share it with the Board for edits in GDrive: the Board members will edit and table for the April meeting.

Finalized plans April 1 ILA's 30<sup>th</sup> Lake Cleanup and tree planting (organized by the Environmental Committee and assisted by the Board and the Social Committee): a lot of trash on the lake, cut up two docks, load on the trailer to take to the landfill; load branches piled up in the park; if there are any trees donated, plant them. John is advertising the event through social media and appealing for tree donations. Greg will provide a light breakfast (small burritos, coffee, juice); Matt and the Social Committee will assist in delivering lunch (burgers with all the trimmings); cake. Sandy made a motion for a \$500.00 budget, which Matt seconded; the motion was approved unanimously, with an estimate of 40 volunteers.

### **Committees/Clubs:**

- a. Bass Club (president Rick Huffman):
- b. Communications (chair John Mikalik):
- c. Elections Committee (chair Ann Chittatil)
- d. Environmental Committee (co-chairs Greg Hoffmann and Cecilia Dusek):  
shared results from the March 5 survey of the shoreline from Lakeshore Drive

to the Fish Bowl (sunken boats, dilapidated docks); in the near future, the remaining shoreline will be inspected; pictures will be taken; letters will be sent; if requests to address problems are ignored, the Board will take care and bill owner; the database will be created with names, addresses, pictures, and dates of letters sent. The Committee presented the site and master plan for Cypress Cove Park. Many trees died; only two red oaks were left, and the picnic area was exposed to full sun. Plant bald cypress along the creek on both sides of the driveway, by the boardwalk. Plant non-specific trees on the periphery of the picnic area for shade. Greg will contact tree companies to haul free mulch, build it up to 6 inches, and reset the tables. Stakes and chicken wire were stored in the shed to protect new plantings. The Committee suggested removing one step from the process of dock approval, namely the presentation of the plans by the owner to the Board. The Committee will handle support of dock building and email the Board for its approval/additional questions. The new procedure will speed up the approval process.

e. Finance Committee. (chair Sandy White)

f. Park Committee (chair Andy Jia; security Steve Gonzalez)

g. Rules Committee (chair Linda Mikalik):

h. Social Committee (chair Ping Wang):

i. Women's Club (chair Joanne Hoffmann)

**Adjourned:** 8:47 pm

**Next Board Monthly Meeting:**

When: April 11, 2023 – 7:00 pm

Where: 1323 Lakeshore Drive



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## Board of Directors April Meeting Agenda

**Tuesday, April 11, 2023 – 7:00 pm**

**Call to order:** 7:01 pm

**Attendees:**

**Board of Directors:** Matt Shelley, Andy Jia, Pierce Johnston, Sandy White (via phone), Hanna Beauchamp

**Visitors:**

**Committee Reps:** Cecilia Dusek (Environmental), Greg Hoffmann (Environmental), Steve Martin (Rules), John Mikalik (Communication)

**Others:**

**Items for discussion:**

**New Business**

1. March meeting minutes approved via email and posted on the ILA website.
2. Bills paid:
  - i. Chad Fikes lake biologist invoice #1235 for 1 March visit in the amount of \$425.00
  - ii. Reimbursed Andy Jia for filing liens in the amount of \$148.08
  - iii. Reimbursed Greg Hoffmann for spring lake cleanup expenses in the amount of \$382.62
  - iv. Reimbursed Cecilia Dusek for motion camera in the amount of \$43.29 from Amazon and a gift card in the amount of \$106.00 (approved via emails on April 5 and emergency Zoom meeting with the Environmental Committee on April 6)
  - v. Reimbursed Linda Mikalik for the purchase of a binder for 2<sup>nd</sup> Vice President from Office Depot in the amount of \$29.41 (approved by the Board in February)
3. Treasurer's financial update and discussion
  - a. Reviewed delinquent accounts:
    - i. 51 members as of March with outstanding \$21, 428.51 (past due bills will be sent out shortly)
    - ii. Current liens: 8
    - iii. Liens filed in March: 1
    - iv. Liens removed in March: 3
    - v. Liens to be filed: 0 (no more liens to be filed until January 2024)
  - b. Members with payment plans: 5, 1 pending to have a plan; 4 paid off
  - c. Reviewed balance sheet profit/loss: the biggest coming expense lake dredging
  - d. \$40,000 of Ladder CD at Fidelity coming due 5-1-23 – Finance Committee approved reinvest for one-year maturity in accordance with Ladder
  - e. Audit and taxes at the accountant
  - f. Fidelity doesn't provide credit cards for businesses (Board members private credit cards are used for expenses and annual renewals)
  - g. Updated authorization with Fidelity account; removed Jennifer D'Souza and Ann Chittatil and added Andy Jia and Pierce Johnston
4. Addressed Chad Fikes' first report for 2023: the lake looks good, maintenance phase; request made by the Environmental Committee to receive Chad reports; Matt will forward to the Committee from now on.

### 2023 BOARD OF DIRECTORS

<b>Matt Shelley</b> President 214-673-2262 <a href="mailto:ILA.President.2@gmail.com">ILA.President.2@gmail.com</a>	<b>Andy Jia</b> Vice President 972-804-5284 <a href="mailto:ILA.1st.vice.president@gmail.com">ILA.1st.vice.president@gmail.com</a>	<b>Pierce Johnston</b> Vice President 214-435-2804 <a href="mailto:ILA.2nd.vice.president@gmail.com">ILA.2nd.vice.president@gmail.com</a>	<b>Sandy White</b> Treasurer 214-763-9733 <a href="mailto:ILA.Treasurer@gmail.com">ILA.Treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Secretary 972-986-1242 <a href="mailto:ILA.Secretary@gmail.com">ILA.Secretary@gmail.com</a>
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### Old Business

1. Dredging and T-dock; the City has asked for the bathymetric maps indicating the depth levels; Matt will contact Jonathan Kirk for current status.
2. Install reflective posts by trailer ramp; on a to do list by Greg and John
3. Remove old dock posts across from T-dock; on a to do list by Greg and John (contact Tim Casbee for inspection and bid)
4. Address scope of responsibility for Board positions: Pierce in charge of stickers for boats and trailer storage at the park; will have edit rights to database; other duties by Board members to be discussed in the future.
5. Respond to the property owner who wants to have the lot removed from ILA; decided that response at this time is not warranted.
6. Update from the Treasurer on a letter for the membership concerning proposal for dues increase; the task of composing the letter has been delegated to Greg.
7. Discuss/complete timeline with events, responsibilities, etc. for 2023 shared with the Board for edits in GDrive: the Board members will edit, ongoing.

### Committees/Clubs:

- a. Bass Club (president Rick Huffman):
- b. Communications (chair John Mikalik): the Committee proposed to dedicate a section of the ILA website to Men and Women who served in the US Military and current/past resident of our community; the Board approved; contact John Mikalik at [jrm0144@gmail.com](mailto:jrm0144@gmail.com), include name, branch of service, optional date served
- c. Elections Committee (chair Ann Chittatil)
- d. Environmental Committee (co-chairs Greg Hoffmann and John Mikalik):
  - i. Reviewed lake cleanup (the 30<sup>th</sup> year of conducting this event): 42 volunteers; 6,710 pounds of trash removed and hauled to the City landfill by Eric Kelcher (as a token of appreciation the Board presented him with a card and a \$100.00 gift certificate), 1 tree donated and planted by Linda and John Mikalik; 42,520 pounds of mulch hauled by Eric Kelcher and distributed to the picnic area and a low-lying area of the park
  - ii. Potential alligator sighting: the Committee contacted a professional removal service for advice (Don't feed, don't bait); the Committee will contact Texas Parks and Wildlife game warden, install the motion camera, convey updates to the Communication Committee to keep the membership informed via social media
  - iii. Sunken/abandoned boats, dilapidated docks: follow up on a last year's initiative to clean up the shoreline and the lake; the Committee shared a presentation with pictures of areas of concern; the Board and the Committee discussed steps to be taken; a final version of a letter to the homeowners has been approved and at this time 27 letters will be sent certified and regular mail (hard copies will be filed with Board documents); responses from the owners expected within 30 days; copies will be printed at Home Depot and mailed out the week of April 17, 2023; if the ILA is involved rectifying the problem areas, 3 bids will be solicited and the owner will be billed. For nonmembers of ILA with problem areas a different letter will be drafted; the Committee will maintain a spreadsheet to be updated with

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pertinent information concerning actions taken by the Board, the Committee and the homeowner.

- iv. Tim's Towing Services: \$200 per tow, \$100 per pump, \$300 for steel poles
- e. Finance Committee. (chair Sandy White)
- f. Park Committee (chair John Mikalik; security Steve Gonzalez)
- g. Rules Committee (chair Linda Mikalik):
- h. Social Committee (chair Ping Wang):
- i. Women's Club (chair Joanne Hoffmann)

**Adjourned:** 9:14 pm

**Next Board Monthly Meeting:**

When: May 2, 2023 – 7:00 pm

Where: 1323 Lakeshore Drive

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## 2023 BOARD OF DIRECTORS

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<b>Matt Shelley</b> <b>President</b> 214-673-2262 <a href="mailto:ILA.President.2@gmail.com">ILA.President.2@gmail.com</a>	<b>Andy Jia</b> <b>Vice President</b> 972-804-5284 <a href="mailto:ILA.1st.vice.president@gmail.com">ILA.1st.vice.president@gmail.com</a>	<b>Pierce Johnston</b> <b>Vice President</b> 214-435-2804 <a href="mailto:ILA.2nd.vice.president@gmail.com">ILA.2nd.vice.president@gmail.com</a>	<b>Sandy White</b> <b>Treasurer</b> 214-763-9733 <a href="mailto:ILA.Treasurer@gmail.com">ILA.Treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> <b>Secretary</b> 972-986-1242 <a href="mailto:ILA.Secretary@gmail.com">ILA.Secretary@gmail.com</a>
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## Board of Directors May Meeting Agenda

**Tuesday, May 2, 2023 – 7:00 pm**

**Call to order:** 7:08 pm

**Attendees:**

**Board of Directors:** Matt Shelley, Andy Jia, Pierce Johnston (via phone), Sandy White

**Visitors:**

**Committee Reps:** Cecilia Dusek (Environmental), Greg Hoffmann (Environmental), John Mikalik (Communication), Linda Mikalik (Rules)

**Others:** Jonathan Kirk

**Items for discussion:**

### New Business

1. April meeting minutes approved via email and posted on the ILA website.
2. Update from Jonathan Kirk on Dredging. There are still some forms needed to complete and Wetland Delineation Inspection needed. Must have letter of Permission to dredge due to plants around the lake. Jonathan will contact Biologist Chad Fikes for biologist review and assistance with report. Jonathan will start building up berm on the island that will hold the silt. Expect permissions to be completed soon and full dredging to begin in mid-summer.
3. Chad Fikes, lake biologist, made his inspection for April on May 2 due to rain and limited access to the park in April. He will come again in May for his May inspection.
4. Game Camera update – Pierce Johnston reported that the camera that was placed in the park area has captured over 1000 pictures, no signs of an alligator, but several pics of gar and carp. With this outcome, the camera will be removed.
5. Bills paid:
  - i. Reimbursed Andy Jia for parking fees associated with going to downtown Dallas to file liens in the amount of \$15.90.
  - ii. Reimbursed Greg Hoffman for postage to mail certified letters regarding cleanup and removal of docks, poles, and sunken boats around the lake in the amount of \$154.47.
  - iii. Reimbursed Cecelia Dusek for printing and envelope purchases for certified letters for cleaning up the lake in the amount of \$27.20.
6. Treasurer's financial update and discussion.
  - a. Reviewed delinquent accounts:
    - i. Outstanding account amounts are being reduced each month as accounts are being paid. As of February, the outstanding accounts totaled \$27k, as of March \$22k, as of April \$21k, and as of May \$20k.
    - ii. Current liens: 8
    - iii. No new Liens filed in April.
    - iv. Liens to be filed: 0 (no more liens to be filed until January 2024) Members with payment plans: 3
  - b. \$40,000 of Ladder CD at Fidelity came due May 1, 2023, and was rolled over to Wells Fargo where interest is 5.05% for one year.

### 2023 BOARD OF DIRECTORS

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### Old Business

1. Dredging and T-dock; the city has asked for bathymetric maps indicating the depth levels. The Board will provide information and a letter response back to the city.

### Committees/Clubs:

- a. Bass Club (President Rick Huffman):
- b. Communications (chair John Mikalik): proposed letter to be sent to the city regarding the water entering the lake and the baskets the city has provided are not being cleaned and debris removed. The board will review and send letter to the city.
- c. Elections Committee (chair Ann Chittatil)
- d. Environmental Committee (co-chairs Greg Hoffmann and Cecilia Dusek):  
Update on sunken/abandoned boats, dilapidated docks: The committee provided a follow up on the 19 letters that were sent out in April. The Board has received 4 out of 19 certified letter receipts back from the post office and has been notified via email by some homeowners who are making plans to take care of their property. The committee discussed responses received and have reached out to some homeowners for additional information regarding their plans. Updated information is kept on a spreadsheet as responses are being sent back to the board. The Board will be sending follow-up letters to those homeowners who have not responded with their plan to comply with clean-up request once the 30-days have passed as stated in the letters to homeowners.
- e. Finance Committee. (Chair Sandy White)
- f. Park Committee (Chair John Mikalik; security Steve Gonzalez)
- g. Rules Committee (Chair Linda Mikalik):
- h. Social Committee (Chair Ping Wang):
- i. Women's Club (Chair Joanne Hoffmann)

**Adjourned:** 9:10 pm

### Next Board Monthly Meeting:

When: June 6, 2023 – 7:00 pm

Where: 1323 Lakeshore Drive

## 2023 BOARD OF DIRECTORS

**Matt Shelley**

**President**

214-673-2262

[ILA.President.2@gmail.com](mailto:ILA.President.2@gmail.com)

**Andy Jia**

**Vice President**

972-804-5284

[ILA.1st.vice.president@gmail.com](mailto:ILA.1st.vice.president@gmail.com)

**Pierce Johnston**

**Vice President**

214-435-2804

[ILA.2nd.vice.president@gmail.com](mailto:ILA.2nd.vice.president@gmail.com)

**Sandy White**

**Treasurer**

214-763-9733

[ILA.Treasurer@gmail.com](mailto:ILA.Treasurer@gmail.com)

**Hanna Beauchamp**

**Secretary**

972-986-1242

[ILA.Secretary@gmail.com](mailto:ILA.Secretary@gmail.com)



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## Board of Directors June Meeting Agenda

**Tuesday, June 6, 2023 – 7:00 pm**

**Call to order:** 7:09 pm

**Attendees:**

**Board of Directors:** Matt Shelley, Andy Jia, Sandy White

**Absent:** Pierce Johnston, Hanna Beauchamp

**Visitors:**

**Committee Reps:** Cecilia Dusek (Environmental), John Mikalik (Communication), Linda Mikalik (Rules)

**Others:** Jonathan Kirk, Tim Casbeer, Mel Hodges

### Items for discussion:

#### New Business

1. May meeting minutes approved via email and posted on the ILA website.
2. Update from Jonathan Kirk on Dredging. Contact has been made with three Environmental agencies regarding the letter of permission to dredge and the delineation survey needed due to plants around the lake. Jonathan expects one of the agencies to come to the lake within the next week to do the site survey. Once inspected, we need a letter of permission before we can begin excavation activities, based on US Army Corp of Engineers requirements.
3. Chad Fikes, lake biologist, made his May inspection of the lake. Results posted on website.
4. Bills paid:
  - i. Paid Chad Fikes for the April and May visits in amount of \$850.00
6. Treasurer's financial update and discussion:
  - a. Reviewed delinquent accounts:
    - i. Outstanding account amounts are being reduced each month as accounts are being paid. As of February, the outstanding accounts totaled \$27k, as of March \$22k, as of April \$21k, and as of May \$20k, and as of June to date \$17k.
    - ii. Current liens: 8
    - iii. No new liens filed.
    - iv. Liens to be filed: 0 (no more liens to be filed until January 2024)
    - v. Members with payment plans: 2
    - vi. Members who have paid off payment plans: 6
7. Blake Casbeer Kids Classic -July 1, 2023 – discussed details.
  - a. Sandy White will provide a Purchase Authorization for the Food and Trophies.
  - b. John Mikalik will order the trophies.
  - c. Ping Wang will purchase the hot dogs and drinks.
  - d. Tim Casbeer, Mike Grove, and Cecilia Dusek and other volunteers will run the tournament and assist the kids.

#### 2023 BOARD OF DIRECTORS

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### Old Business

1. Reviewed the results of the 19 letters that were sent out to members in April regarding removal of debris, poles, or sunken/abandoned boats, dilapidated docks from the lake area with expectations of a plan provided by members by the end of May.
  - a. Successes: 14 members have taken the appropriate action to clear the property.
  - b. Pending Action: 4 members are working on area but still pending some action.
  - c. Needs Action: 7 members need to reply to the Board about their actions or still need to act. Follow-up contact will be made.
  
2. Reviewed the action needed to remove 27 poles that are from an old dock that are in the water near the park boat ramp before the July 1 Kids Classic.
  - a. Motion made by Matt Shelley and seconded by Sandy White with unanimous approval to pay Tim Casbeer a total of \$1350 to remove the 27 poles and small ramp and take debris to the park property for removal.
  - b. Motion made by Matt Shelley and seconded by Sandy White with unanimous approval to pay Mel Hodges a total of \$700 to load and haul off the 27 poles and small ramp to the dump for disposal.

### Committees/Clubs:

- a. Bass Club (President Rick Huffman):
- b. Communications (chair John Mikalik):
- c. Elections Committee (chair Ann Chittatil):
- d. Environmental Committee (co-chairs Greg Hoffmann and Cecilia Dusek):  
Cecilia provided updates on sunken/abandoned boats, dilapidated docks, and discussed the next steps needed to finish project. (See notes above in Old Business).
- e. Finance Committee. (Chair Sandy White)
- f. Park Committee (chair John Mikalik; security Steve Gonzales)
- g. Rules Committee (chair Linda Mikalik)
- h. Social Committee (chair Ping Wang)
- i. Women's Club (chair Joanne Hoffmann)

**Adjourned:** 9:33 pm

### Next Board Monthly Meeting:

When: July 11, 2023 – 7:00 pm

Where: 1323 Lakeshore Drive

## 2023 BOARD OF DIRECTORS

**Matt Shelley**

**President**

214-673-2262

[ILA.President.2@gmail.com](mailto:ILA.President.2@gmail.com)

**Andy Jia**

**Vice President**

972-804-5284

[ILA.1st.vice.president@gmail.com](mailto:ILA.1st.vice.president@gmail.com)

**Pierce Johnston**

**Vice President**

214-435-2804

[ILA.2nd.vice.president@gmail.com](mailto:ILA.2nd.vice.president@gmail.com)

**Sandy White**

**Treasurer**

214-763-9733

[ILA.Treasurer@gmail.com](mailto:ILA.Treasurer@gmail.com)

**Hanna Beauchamp**

**Secretary**

972-986-1242

[ILA.Secretary@gmail.com](mailto:ILA.Secretary@gmail.com)



P.O. Box 171111, Irving, Texas 75017-1111

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## Board of Directors July Meeting Agenda

**Tuesday, July 11, 2023 – 7:00 pm**

**Call to order:** 7:01 pm

**Attendees:**

**Board of Directors:** Matt Shelley, Andy Jia, Pierce Johnston, Sandy White, Hanna Beauchamp

**Visitors:**

**Committee Reps:** Cecilia Dusek (Environmental), John Mikalik (Communication, Environmental), Linda Mikalik (Rules Committee)

**Others:** Tim Casbeer, Mel Hodgins

**Items for discussion:**

### New Business

1. June meeting minutes approved via email and posted on the ILA website.
2. Bills paid:
  - i. Chad Fikes lake biologist invoice # 1255 for June visit in the amount of \$425.00
  - ii. David Holcombe CPA for Federal Tax Preparation in the amount of \$650.00
  - iii. USPS for certified mailing of Environmental Committee follow up letters in the amount of \$65.04
3. Treasurer's financial update and discussion
  - a. Reviewed delinquent accounts as of June 5, 2023:
    - i. 37 members with outstanding \$ 17,445.55
    - ii. Current liens: 8
    - iii. Liens removed in June: 0
    - iv. Liens to be filed: 0 (no more liens to be filed until January 2024)
  - b. Members with payment plans: 2, 6 payment plans paid off
4. Sale/transfer of property in June: 1
5. Reviewed the Annual Blake Casbeer Kids' Classic: great success with 24 youngsters participating; ideas for next year: provide name tags for competitors and stickers for caught fish, use a boom box, possibly shorten the fishing time to two hours
6. Discuss the 2023-24 Neighborhood Grant guidelines and application due Aug. 18, 2023; tabled for August meeting.
7. Reviewed response drafted by Environmental Committee to Brent Redd (Municipal Drainage Utility Manager for the City of Irving)
8. Suggestion to have a letter and flier to hand out to watercraft users with no ILA stickers; Cecilia will draft appropriate documents.
9. Moved monthly meetings' start time from 7pm to 6:30pm

### Old Business

1. Reviewed status of removal of debris, poles, or sunken/abandoned boats, dilapidated docks from the lake area (first batch of letters in May; second batch of letters in June).
  - a. Successes: 23 members have taken the appropriate action to remedy violations

## 2023 BOARD OF DIRECTORS

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- b. Pending Action: 8 members; follow up contacts will be made (one phone call made during the meeting; Tim gave an update on work progress for residents who sought out his assistance)
2. 27 poles in the water from an old dock near the park boat ramp, small ramp and other debris removed and hauled away for the total cost of \$2050.00 (approved during the June meeting (jobs completed by Tim and Mel)
3. Install reflective posts by trailer ramp still needs to be accomplished
4. Address scope of responsibility for Board positions: some responsibilities have been assigned during previous meetings; additional will be assigned as needed
5. Update on a letter for the membership concerning proposal for dues increase tabled for August meeting; Sandy and Hanna will get it ready before August meeting
6. Discuss/complete timeline with events, responsibilities, etc. for 2023 shared with the Board for edits in GDrive: the Board members will edit, ongoing.
7. Assess the annual meeting: location (contact the City before the meeting to have a rental fee waved), attendance, difficulty of reaching quorum (need to reach out membership with additional emails, calls), low return of proxies from rental properties managed by property management services; do we want to edit proxy and ballot; tabled for May, but not addressed; tabled for August
8. Dredging: Sandy will reach out to Jonathan Kirk

#### Committees/Clubs:

- a. Bass Club (president Rick Huffman):
- b. Communications (chair John Mikalik):
- c. Elections Committee (chair Ann Chittatil)
- d. Environmental Committee (co-chairs Greg Hoffmann and John Mikalik): Cecilia provided updates on sunken/abandoned boats, dilapidated docks, and discussed the next steps needed to finish the project. (See notes above in Old Business).
- e. Finance Committee (chair Sandy White)
- f. Park Committee (chair John Mikalik; security Steve Gonzalez): need to raise mowing rates
- g. Rules Committee (chair Linda Mikalik):
- h. Social Committee (chair Ping Wang):
- i. Women's Club (chair Joanne Hoffmann)

**Adjourned:** 9:28 pm

#### Next Board Monthly Meeting:

When: August 1, 2023 – 6:30 pm  
Where: 1323 Lakeshore Drive

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**Board of Directors  
August Meeting Minutes**

**Tuesday, August 1, 2023 – 6:30 pm**

**Call to order:** 6:31 pm

**Attendees:**

**Board of Directors:** Matt Shelley, Andy Jia, Sandy White, Hanna Beauchamp

**Visitors:** Eric Kelcher, Jonathan, and Marvin Kirk

**Committee Reps:** Cecilia Dusek (Environmental), Linda Mikalik (Rules)

**Items for discussion:**

**New Business**

1. July meeting minutes approved via email and posted on the ILA website.
2. Bills paid:
  - i. Chad Fikes, lake biologist, invoice #1259 for July visit for \$425.00
  - ii. Purchase order (approved via email) for legal counsel of Frank Jacobini from Cotton Schmidt firm to help manage tree cutting on Rusdell Island on Lake Vilbig for \$2500.00
  - iii. Reimburse Sandy for the purchase of office supplies (paper, envelopes) for \$190.35
  - iv. Approved purchase order for Jonathan Kirk for a variety of jobs (mulch spreading, T-dock repair, mowing, large tree removal) at Cypress Cove Park for \$2544.85
  - v. Eric Kelcher will submit an invoice for snow cones provided during the Annual Blake Casbeer Kids' Classic
3. Treasurer's financial update and discussion

Reviewed delinquent accounts as of July 2023

36 members with an outstanding \$ 17, 637.00

Current liens: 8

Liens removed in July: 0

Liens to be filed: 0 (no more liens to be filed until January 2024)

CD rolled

**2023 BOARD OF DIRECTORS**

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Members with payment plans: 2 (one member recently enrolled), one payment plan paid off

4. Sale/transfer of property in July: 1

5. 2023-24 Neighborhood Grant application due Aug. 18, 2023, will be completed by Sandy

6. Discussed steps to take toward an ILA member responsible for cutting trees and leaving trash on ILA property; plan of action: the Board will reach out to the member; if the response is negative, the matter will be turned to an attorney to resolve this issue; the expectation is for the member to cease and desist, remove debris, plant new trees; the Board will inspect the site and determine how many and what size were the trees cut down

7. Discussed an appreciation gift for Tim for his free-of-charge assistance in boat/pole removal; a gift card to Bass Pro for \$100.00. Matt made a motion, Andy seconded, motion passed unanimously.

8. Discussed Chad Fikes's June report – alligator weed; it grows in certain depths, makes good fish habitat, and homeowners can pull it out as they deem necessary; Cecilia will contact Chad to request he alert the Board if any critical issues arise and find out of any environmental impact of tree cutting on the island

9. Microsoft 365 Family software - presently on the Secretary's and Treasurer's computers; yearly subscription due in March (currently Secretary's personal credit card on file); the software will be shared with Matt to download on the President's computer

10. Discussed ILA SOP Pump Registration; the Board has not approved this document, and John will remove it from the ILA's website. At this time, there is no recommendation to register or pay a fee for pump usage; some suggestions, e.g., concerning pump intake pipe diameter not exceeding 2 inches and screen at the pipe's end, are to be taken into consideration should the Board chooses to revisit SOP for Pump Usage; discussed submersible pumps that one of the ILA members plans on installing; they are acceptable as long as the installation does not interfere with boat navigation.

11. ILA SOP documents available on the ILA's website will be temporarily removed to be signed by the President and uploaded as pdf files.

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12. Discussed electric motors: models capable of higher speeds, pulling water skiers, and creating stronger wake; ideas to slow the speed: create No wake zones, install buoys; the issue needs to be addressed, and the Board will revisit it later.

13. Porta-potty invoices: Sandy will check what bills have been paid; we do not need a monthly plan; it is to be cleaned as needed

### **Old Business**

Reviewed status of removal of debris, poles, or sunken/abandoned boats, and dilapidated docks from the lake area; further plan of action discussed during a Zoom meeting (more info under Environmental Committee); as of this meeting, two homeowners responded by emails; follow-ups will be made.

a. Successes: 26 members have taken the appropriate action to remedy violations

b. Pending Action: 8 members

c. Resident offers to remove and haul away a sunken boat for \$500.00; the Board is agreeable to it and will reach out to get a firm date; payment will be made upon completion

#### **1. Discuss Change in Dues Meeting:**

a. Letter to the membership (final version shared with the Board via email) and the absentee ballot will be printed as soon as the availability of location is confirmed (it has been confirmed, and it will be free of charge)

b. Sandy will invite the Finance Committee to assist in stuffing envelopes

c. The Board, with the assistance of various committee members, will start making calls to homeowners about five days after sending out the letters

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d. Contact the Election Committee to be present during the meeting

e. John will pick up the key

2. Response letter to Brent Redd (Municipal Drainage Utility Manager for the City of Irving) was sent by Matt on July 25, 2023; no response from the City yet

3. Dredging update from Jonathan: awaiting final approval from Corps of Engineers; he expects to start some prep work soon; setting up for dredging does not involve any tree or shrub cutting; the Board requested a detailed report of actions taken so far and a timeline going forward to bring the dredging process to completion (due to the Board before Change in Dues Meeting to be held in September)

4. Warning letter to boat owners with no ILA stickers (shared with the Board via email) ready for printing on neon paper, half sheet; copies will be given to Matt, Andy, and Pierce to hand out as necessary.

5. Discussed change in park mowing rate to \$300.00; Matt made a motion, Andy seconded, motion passed unanimously.

6. Discuss/complete the timeline with events, responsibilities, etc., for 2023 shared with the Board for edits in GDrive: ongoing improvement by the Board.

7. Assess the annual meeting: location (contact the City before the meeting to wave a rental fee), attendance, difficulty of reaching quorum (need to reach out to membership with additional emails and calls), low return of proxies from rental properties managed by property management services; do we want to edit proxy and ballot; tabled for a later date closer to the meeting.

8. Reflective posts by trailer ramp: Matt, with Andy's assistance, will tackle the project when it gets cooler.

### **Committees/Clubs:**

a. Bass Club (president Rick Huffman):

b. Communications (chair John Mikalik):

c. Elections Committee (chair Ann Chittatil)

d. Environmental Committee (co-chairs Greg Hoffmann and Cycillia Dusk):

July 25, 2023, Zoom meeting with the Board to discuss progress made since the Board's monthly meeting on July 11, 2023; updates provided by Cecilia,

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Matt, Sandy, and Tim; discussed next steps needed to finish the project; follow up contacts with property owners in violation will be made

- e. Finance Committee (chair Sandy White)
- f. Park Committee (chair John Mikalik; security Steve Gonzalez):
- g. Rules Committee (chair Linda Mikalik):
- h. Social Committee (chair Ping Wang):
- i. Women's Club (chair Joanne Hoffmann)

**Adjourned:** 8:52 pm

**Envelope stuffing for Change in Dues Meeting in September**

When: August 7, 2023 – 6:00 pm  
Where: 1323 Lakeshore Drive

**Next Board Monthly Meeting:**

When: September 5, 2023 – 6:30 pm  
Where: 1323 Lakeshore Drive

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## Board of Directors September Meeting Minutes

**Tuesday, September 5, 2023 – 6:30 pm**

**Call to order:** 6:30 pm

**Attendees:**

**Board of Directors:** Matt Shelley, Andy Jia, Pierce Johnston, Sandy White, Hanna Beauchamp

**Committee Reps:** Cecilia Dusek (Environmental); Linda Mikalik (Rules); Julie Skotak (Rules)

**Visitors:** Jonathan Kirk

### Items for discussion

#### New Business:

1. August meeting minutes approved via email and posted on the ILA website.
2. Bills paid:
  - a. Approved purchase order for Chad Fikes lake biologist for August visit in the amount of \$425.00 (invoice has not been submitted yet)
  - b. Approved purchase order for Jonathan Kirk for park maintenance (mowing, spreading mulch, T-dock) in the amount of \$2,544.85
3. Treasurer's financial update and discussion
  - a. Review Customer Balance Summary as of September 5, 2023
    - i. 36 members with outstanding balance of \$17,187,12
    - ii. Current liens: 8
    - iii. Liens to be removed in September: 1
    - iv. Liens to be filed: 0 (no more liens to be filed until January 2024)
    - v. Members with payment plans: 3, plans paid off: 6
4. Sale/transfer of property in August: 2
5. Blue drum on the sandbar: to be removed before the water level goes up; ask Tim Downs for assistance.
6. National Night Out: Cypress Cove Park 1800 Diamond Drive, October 3, 6pm-8pm; Sandy made a motion to allocate up to \$150.00 (snack trays with veggies, cheese, fruit cookies, water), Andy seconded, motion passed unanimously. Matt made a motion to allocate \$100.00 for snow cones provided by Eric Kelcher (check if available), Andy seconded; motion passed unanimously. The total budget for the event is not to exceed \$250.00. John will advertise on social media, anyone can run a booth, residents from the neighborhood are invited; the Social Committee will assist with organizing and running the event; Matt registered for the event on Sept. 6.
7. Fall lake cleanup: Cypress Cove Park, November 4, backup date November 18 (both dates were approved by the Bass Club); breakfast and lunch will be served; Sandy made a motion to approve the budget up to \$500.00, Pierce seconded, motion passed unanimously; purchase order will be ready for the October Board meeting; the event will be organized by the Environmental and Social Committees
8. External hard drive for the Secretary to safeguard against document loss: Sandy made a motion to purchase a drive under \$100.00, Pierce seconded, motion passed unanimously.

#### Old Business:

### 2023 BOARD OF DIRECTORS

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1. Discussed response from Chad: alligator weed – land builder; over time aids in the process of succession; the land clearing – the main issue erosion.
2. Received update from Sandy on the ILA member responsible for cutting trees and leaving trash on ILA property; follow up calls were made; no response from the resident; one more attempt will be made; if no response next step is to contact the lawyer
3. 2023-24 Neighborhood Grant application for \$1,475.00 has been submitted to the City of Irving (deadline Friday, Aug. 18 by 5 p.m.)
4. Discuss Change in Dues Meeting:
  - a. The Election Committee: Matt will contact Ann and Mathew Chittatil
  - b. Pick up the key to the facility
  - c. Plan meeting's agenda (Sandy, Linda, Cecilia will meet to update the PowerPoint presentation); the Board will meet on Sept. 12 at 6:30 p.m. to finalize plans
  - d. Proxies turned in as of Sept. 5 – 60
5. Response letter to Brent Redd (Municipal Drainage Utility Manager for the City of Irving) has been sent by Matt on July 25, 2023; no response from the City yet; the Environmental Committee will follow up and cc the Board
6. Dredging update from Jonathan (project awarded in June 2022): applied for Nationwide Permit #16 – Return Water from Upland Contained Disposal Areas; ready to set up the island; set up dredge in October; no trees will be cut down; the Board requested to be emailed steps with timeline before the General Meeting on September 26
7. Microsoft 365 Family software - presently on the Secretary's and Treasurer's computers; yearly subscription due in March (currently Secretary's personal credit card on file); the software to be downloaded on the President's computer

#### **Committees/Clubs:**

1. Bass Club (president Rick Huffman):
2. Communications (chair John Mikalik):
3. Elections Committee (chair Ann Chittatil)
  - a. Environmental Committee (co-chairs Greg Hoffmann and Cecilia Dusek): update on removal of debris, poles, or sunken/abandoned boats, dilapidated docks from the lake area; the Committee requests to take over the problem properties to speed up the process (current system requires running responses by the Board, which meets once a month; the Environmental Committee meets as needed); the Board agrees and new letters will be requesting the recipient to contact the Environmental Committee; the Committee will be provided with envelopes; printing will be done in-house; Sandy made a motion to approve reimbursement for certified letters pertaining to lake shorelines, boats, docks, Matt seconded, motion passed unanimously; the Committee is getting ready to send first letters to 3 residents and draft a letter to the owner of a sunken boat visible now that the lake is about 3 feet down; the seawall collapsing between two properties will be photographed to be discussed in October; the Committee will follow up with property owners who have not yet responded; Sandy will follow up with the

#### **2023 BOARD OF DIRECTORS**

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resident who offered to remove and haul away a sunken boat (the Board approved in August \$500.00 payment made upon completion)

4. Finance Committee (chair Sandy White):
5. Park Committee (chair John Mikalik; security Steve Gonzalez):
6. Rules Committee (chair Linda Mikalik): the Committee met with the Environmental Committee to discuss fines and fees for noncompliance with the ILA rules; they are working on finalizing plans to present to the Board
7. Social Committee (chair Ping Wang):
8. Women's Club (chair Joanne Hoffmann)

**Adjourned:** 9:02 pm

**Board Meeting to Plan ILA General Meeting to Raise Annual Dues**

When: September 12, 2023 – 6:30 pm  
Where: 1323 Lakeshore Drive

**ILA General Meeting to Raise Annual Dues**

When: September 26, 2023 - 7:00 pm  
Where: Garden and Arts Building at 906 S. Senter Road

**Next Board Monthly Meeting:**

When: October 10, 2023 – 6:30 pm  
Where: 1323 Lakeshore Drive

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**ILA Assessment Change Meeting Minutes  
September 26, 2023, 7:00 PM  
Garden and Arts Building, 906 S. Senter Road**

**Call to order:** 7:04 pm

**Board members in attendance:** Matt Shelley, Pierce Johnston, Sandy White, Hanna Beauchamp

**Election Committee:** Ann and Mathew Chittatil, Iris Dillon

**Members Households in attendance:** 27 households

Total Number of Member Households **215**

Quorum Requirement for this meeting (50% of membership entitled to vote) **108**

As stated In the SECOND AMENDED AND RESTATED LAKE EASEMENT RESTRICTIONS AND COVENANTS FOR IRVING LAKE, dated 09/09/11 and revised by Texas Law.

**Households Represented by absentee ballot/proxy and ballot/proxy 177**

Mailed in ballots that are postmarked by September 26 will be added to the count.

**Quorum requirement has been MET**

Requirement to amend ILA bylaws **144**

Texas Property Code Law requires an association to obtain 2/3 of Membership affirmative votes of membership entitled to vote to amend a bylaw.

**Total number of FOR votes 148 Total number of NO votes 29**

**Affirmative vote requirement has been MET**

The President of ILA Matt Shelley called the meeting to order, introduced the Board and the Election Committee members; acknowledged the Board and Iris and Steve Dillon, Cecilla Dusek, Rick Huffman, John and Linda Mikalik for their efforts to encourage membership's participation in the voting process, stated the purpose of the meeting, which was to approve raising annual assessment from \$50.00 per lot set in 1979 by Centennial Homes to \$150.

The President asked the Treasurer Sandy White to make her presentation with PowerPoint slides. Sandy reviewed historical balance sheet 2018 to YTD 2023 discussing in detail income and expenses; generally, income has been less than expenses, we have no liabilities, main asset is cash in the amount of about \$263,000 (includes working capital, brokered CDs earning interest). ILA works on a cash basis. As of August 2023, 32 accounts past due total over \$16,500; 7 properties have liens. Sandy covered balance sheets from 2017 to YTD 2023 discussing in detail income and expenses. For that period income exceeded expenses only in two years 2021 and 2023 when the Special Assessments were levied to balance the budget. Some of significant expenses in 2020 were lake drains and gates \$400, No Trespassing signs \$300, gravel for the park and trailer storage area \$2,700, and tree trimming and removal \$7,700. In 2022 the park bridge was refurbished, and a boardwalk installed over protruding roots \$5,600. Notable expenses for 2023 are Liability Insurance \$3,700, Repairs and Maintenance up do date \$4,977 for Cypress Cove Park T-dock repair, removal of old dock posts, trimming of trees, and cutting down dead ones (projected total \$5,577), Communication \$1,093 (projected total \$1,513), Technology \$556, Professional Services \$5,308 for lake biologist, accountant,

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and attorney (projected total \$6,583), Community Events \$426 (projected total \$1,026). In 2023 Year End Projected deficit is \$5,300 only including dredging, which will begin in October to be completed in about one month and other operational expenses are not included in that amount. The Board solicited bids and one of the cheapest was in the range of \$150,000. Eventually, a company that could complete the project for about \$55,000 was found. ILA also needs to plan to dredge other problem areas on the lake and to clean up Rusdell Island. Collecting \$50 from 215 households amounts to \$10,750 if all members pay up. A few slides included pictures of the area of Rusdell Channel to be dredged; repaired T-dock, trimmed trees, and boardwalk. The presentation was concluded with an appeal to pass the proposed assessment increase to \$150 to keep our lake healthy and in good repair, which adds to the value of our properties.

Call for any remaining ballots to be turned in.

The Treasurer paused her presentation to address Questions/Concerns/Comments from attendees:

1. A resident expressed her deep gratitude for Neighbors Helping Neighbors clean up her yard.
2. Why did communication expenses go up? Postage has gone up; many mailings need to be sent out certified mail; the Board tries to keep printing costs low by doing as much as possible in-house printing using their own printers; the cost of paper and envelopes has gone up.
3. Suggestion to use reserve to pay for regular expenses. ILA wants to cover operating expenses from the income; importance of fiscal responsibility; just as households spend within their income; it's a poor financial plan to cover operational expenses from reserve.
4. Why did legal expenses go up? A retainer in the amount of \$2,500 for legal counsel concerning an owner who cut down trees on Rusdell Island; if the matter is resolved amicably and services are not required ILA will get the money back minus a small fee.
5. Suggestion to let nature run its course and not cut dead trees or limbs. ILA needs to maintain Cypress Cove Park in good and safe condition especially since it's used for events.
6. Do homeowners where dredging on Rusdell Canal take place will be required to put retaining wall? No, ILA has no authority to mandate homeowners to build retaining walls.
7. Suggestion for ILA to build retaining walls in areas that will be dredged. Our dues would have to go up considerably.
8. Why does ILA want to create a cushion and keep reserve money intact? See #3.
9. What are unexpected expenses? ILA cannot predict what emergency might arise, but to deal with it in a timely manner we need to have funds set aside.
10. The assessment goes up to \$150, but our expenses don't go up three times. \$150 collected from 215 members equals a little over \$32,000. However, as mentioned earlier not every member sends remittance; due to inflation prices for goods and services are still going up. \$50 in 1979 in today's dollars equals \$210.13.
11. Comment that ILA is run like a for profit business. The Finance Committee always needs volunteers who bring expertise.
12. Comment that it's commendable that ILA maintains reserve.
13. Comment that some places charge \$50 a month and ILA dues should have been increased a long time ago.

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14. Why is ILA not charging higher dues from rentals and Airbnbs? We don't have enough manpower to keep track of those properties, legally do we have the right to charge different members different amounts on their properties (need legal opinion), the city of Irving requires registration, make a proposal to the Board to research if there is any way to implement higher dues
15. Suggestion to go to the city of Irving and voice our opinions about Airbnbs.
16. Comment that \$150 is justified.
17. What is the next step if the membership approves the increase? An attorney needs to draw up an official document to be filed with the State.

The President Informed that since this meeting's purpose was to raise annual dues, any other issues, or concerns that the membership might have need to be addressed during the Board's monthly meetings or the Annual Meeting next year.

Announcement of voting results.

ILA members were invited to get involved and to volunteer for ILA's committees and attend Board's monthly meetings. The next Board meeting is on October 10 at 6:30 pm at 1323 Lakeshore Drive. ILA hosts a National Night Out on October 3 from 6 - 8 pm at Cypress Cove Park at 1800 Diamond Dr., and a lake cleanup on November 4 from 8 - 12 am at the same location.

**Adjourned:** 8:00 pm

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## 2023 BOARD OF DIRECTORS

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## Board of Directors October Meeting Minutes

**Tuesday, October 10, 2023 – 6:30 pm**

**Call to order:** 6:30 pm

### Attendees

**Board of Directors:** Matt Shelley, Andy Jia, Pierce Johnston, Sandy White, Hanna Beauchamp

**Committee Reps:** Cecilia Dusek (Environmental), Steve Martin (Rules), Linda Mikalik (Rules)

**Visitors:** ILA members Tim Casbeer, Jonathan Kirk, Jerry Mullendore, Brandon and Kristi Wooddell

### Items for discussion

#### New Business

1. September meeting minutes approved via email and posted on the ILA website.
2. Bills paid:
  - a. Chad Fikes, lake biologist, invoice # 1272 for September visit for \$425.00
  - b. Reimbursed Andy Jia for National Night Out expenses for \$236.77 (Originally budgeted \$150.00; the Board fully approved the money spent at this meeting; the spending included items for future use, such as big bags of paper napkins and plates, a big box of plastic forks)
  - c. Paid Tim Casbeer \$200.00 approved via texts on Sept. 30 for removal of a large tree stump/branch that washed up on the side of the dock of one of the members, removal of a blue barrel from the sandbar; Matt made a motion, Sandy seconded, motion passed unanimously to approve purchase authorization for \$50.00 for removal of two volleyball poles by Tim Casbeer.
  - d. Reimbursed Cecilia Dusek for certified letters pertaining to lake shorelines, boats, and docks for \$25.68.
  - e. Reimbursed Eric Kelcher for snow cones served during National Night Out in the amount of \$100.00.

#### 3. Treasurer's financial update and discussion

Review Customer Balance Summary as of October 10, 2023

31 members with outstanding \$16,144.83 (36 members in September)

Current liens: 7

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Liens removed in September: 1

Liens to be filed: 0 (no more liens to be filed until January 2024)

Members with payment plans: 2; 7 plans paid off.

Quarterly notices will be sent out soon.

The Finance Committee will meet in the near future.

Consider filing liens in 2024 on properties owing over \$300.00 in dues; the State passed a new law; Sandy will check if it applies to ILA.

4. Sale/transfer of property in September: 0

5. John Mikalik resigned as the Park Committee chair; he will co-chair the Communication Committee with Linda Mikalik; the Board agreed to the arrangement.

6. Opening for the Park Committee chair: Matt will temporarily fill this position until the Board finds a new volunteer.

7. Recapped National Night Out held on October 3 from 6-8 pm: participants 42 adults, eight children, 23 ILA households, eight residents who either don't live on the lake or who are not ILA members, presence of the Irving Police, Fire, and Code Enforcement; Katheline Purrington had wreaths for sale benefitting the American Cancer Society; fresh vegetables, fruits, cheeses, prosciutto/salami roll-ups, crackers, cookies, snow cones, bottled water were served; visual inventory in the shed (plenty of paper goods, plastic utensils, plastic cups; low on black trash bags; no blue recycling bags; low on hand gels); Sandy will purchase black trash bags.

8. Raising dues to \$150 requires amending a bylaw; Linda can change the document. Sandy will determine if an attorney's assistance is needed to draw up an official document to be filed with the State.

9. Started planning the Annual Meeting to be held on the second Thursday in January 2024.

a. The Election Committee chair, Ann Chittatil, has been notified; she will be the contact person for ILA members wishing to run; the cut-off date is November 20, 2023, to have names placed on the ballot; election info will be posted on social media on October 14, 2023.

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b. Seek candidates/nominations: ask the Communication Committee to repeatedly advertise on social media and through emails to membership, including info that all officers serve without compensation; comments from last year that the number of candidates on the ballot matched the number of seats up for election; not much of a choice); in 2024 two seats are up for election.

c. Do we need a Nomination Committee First Amended Bylaws Article VII Section 1? No, the Election Committee suffices.

d. Do we want to implement First Amended Bylaws Article II Section 9, Article III Section 2, 3, and 6, Article VII Section 2 and 4, and Second Amended and Restated Lake Easement Restrictions and Covenants Article II Section 3 pertaining to members not in good standing, suspension of membership rights to vote, and ineligibility to serve on the Board and to be a member of any committees? The Rules Committee will be looking into this.

e. Location: the Garden and Arts Building at 906 S. Senter Road, Irving; Sandy will make a reservation; previously, usage of the facility was free of charge.

10. The Board has responded to a post on the Lake Vilbig Residents' Facebook from a member regarding cutting on the island; however, since it's not ILA's official means of communication, membership complaints/concerns need to be addressed to the Board via emails/calls or during the monthly Board meetings.

11. ILA member volunteers to cut off deadwood in Cypress Cove Park; if approved by the Environmental Committee, the job will be completed before lake cleanup on Nov. 4, so volunteers can load the branches on the trailer to be hauled away during the event.

12. Proposal of an ILA member to the Board and/or the Rules Committee to review our rules concerning personal watercraft following an incident with a jet ski owner (the Board has talked with the individual who complied with the request to use it in areas with no houses); however review of current rules is warranted since more powerful electric boats are available; factors to consider: speed, distance from the shoreline, no wake zones, ban of any PWC); concerns: safety (accidents will result in insurance premium going up), erosion factor, wild life protection (nesting, spawning); following a discussion, the Board has assigned reviewing the rules to the Rules Committee (determine if it is an amendment, a new set of rules, change in bylaws); the interested parties will be notified of the date (preferably the meeting is to take place before November 7 when the Board meets) by the Rules Committee chair; ILA membership needs to voice their opinion, possibly get something ready for the annual meeting.

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13. Two volleyball poles will be removed from the lake and stored in Cypress Cove Park by the shed; Sandy is sending Tim an email authorizing this job. Tim will tow a boat without stickers to the park.

14. An ILA member voiced a concern that he didn't receive a letter notifying him of a meeting on changing the yearly assessment; the Board hasn't heard from anyone else about not receiving the mailings; in addition, membership was reminded to vote/participate in the meeting through emails (it was confirmed during the meeting that the member's email address on file was correct, and it was included in the emails).

### Old Business

1. The Board was updated on Rusdell Island: trash has been hauled away; there's still a barbecue pit that needs to be removed; a suggestion that the violator plants some trees; the site will be inspected to determine how many mature trees were cut down; the Treasurer will be getting in touch with the resident; the resident expressed interest in joining the ILA community. ILA needs to start taking care of the island just like it takes care of Cypress Cove Park. The Environmental Committee requests better/timely communication from the Board concerning cleanup efforts.

2. Dredging update from Jonathan: prep work on the island will begin this month; the equipment rental is one-month minimum, and he thinks the work will be completed sooner. If that's the case, submit other potential areas for dredging within a week, e.g., Poopoo Lagoon, north end by the double pipe, to get the stagnant areas flowing again.

3. Microsoft 365 Family software - presently on the Secretary's and Treasurer's computers; yearly subscription due in March (currently Secretary's credit card on file); the software to be downloaded on the President's computer.

4. Fall lake cleanup organized by the Environmental and Social Committees: Nov. 4 (no conflict with bass club tournaments), backup date Nov. 18, budget up to \$500.00 (approved during the Board's September meeting), more info under Committees.

5. Tim Casbeer has removed a large tree stump/branch that washed up on the side of the dock of one of the members and removed a blue barrel from the sandbar.

### Committees/Clubs:

- a. Bass Club (president Rick Huffman):
- b. Communications (co-chairs John and Linda Mikalik):
- c. Elections Committee (chair Ann Chittatil):
- d. Environmental Committee (co-chairs Greg Hoffmann and Cecilia Dusek):

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- i. An update on removal of debris, poles, or sunken/abandoned boats, dilapidated docks from the lake area: one dock removed, a dock that floated over to another property has been permanently secured, sunken boat at a member's shoreline has not been removed deadline Oct. 15, there will be no future communication, if the owner fails to comply the Committee will be getting quotes for removal, next clear with the Board, complete the removal and send the bill to the owner; if unpaid, the amount will be added to the yearly assessment.
- ii. Approve the monthly fines that the Environmental Committee established with the Rules Committee, sign the Rules list by the Rules Committee, and publish the Rules list on the website (initially drafted in November 2022, updated, and shared in Google Drive), tabled for the November meeting.
- iii. Fall lake cleanup organized with the Social Committee: Greg coordinates/Cecilia picks up gloves and grabbers from the City, obtain trailer for trash from Jonathan Kirk – messaged by Cecilia, Jonathan Kirk getting the park ready (mowing) – messaged by Cecilia; Cecilia gets breakfast (burritos, coffee, small bottles of water), lunch (pizza); advertise the event (Nextdoor, ILA website); the Secretary provides sign-in sheets.
- e. Finance Committee (chair Sandy White)
- f. Park Committee (chair Matt Shelley; security Steve Gonzalez):
- g. Rules Committee (chair Linda Mikalik): the Rules list and fines established with the Environmental Committee shared in the Google Drive and to be discussed during the Board's November meeting; Linda will set up a meeting to discuss/review rules concerning personal watercraft and notify interested parties to attend.
- h. Social Committee (chair Ping Wang):
- i. Women's Club (chair Joanne Hoffmann)

**Adjourned:** 9:07 pm

**Next Board Monthly Meeting**

When: November 7, 2023 – 6:30 pm

Where: 1323 Lakeshore Drive

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**2023 BOARD OF DIRECTORS**

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<b>Matt Shelley</b> President 214-673-2262 <a href="mailto:ILA.President.2@gmail.com">ILA.President.2@gmail.com</a>	<b>Andy Jia</b> Vice President 972-804-5284 <a href="mailto:ILA.1st.vice.president@gmail.com">ILA.1st.vice.president@gmail.com</a>	<b>Pierce Johnston</b> Vice President 214-435-2804 <a href="mailto:ILA.2nd.vice.president@gmail.com">ILA.2nd.vice.president@gmail.com</a>	<b>Sandy White</b> Treasurer 214-763-9733 <a href="mailto:ILA.Treasurer@gmail.com">ILA.Treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Secretary 972-986-1242 <a href="mailto:ILA.Secretary@gmail.com">ILA.Secretary@gmail.com</a>
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**Board of Directors  
November Meeting Minutes**

**Tuesday, November 7, 2023 – 6:30 pm**

**Call to order:** 6:30 pm

**Attendees Board of Directors:** Matt Shelley, Sandy White (via phone), Hanna Beauchamp

**Committee Reps:** Cecilia Dusek (Environmental), Linda Mikalik (Communications and Rules), John Mikalik (Communications), Julie Skotak (Rules)

**Visitors:** ILA members Tim Casbeer, John Reger, Brandon Wooddell

**Items for discussion**

**New Business**

1. October meeting minutes approved via email and posted on the ILA website.
2. Bills paid:
  - a. Chad Fikes, lake biologist, invoice # 1228 for October visit for \$425.00
  - b. Reimbursed Cecilia Dusek's fall lake cleanup breakfast expense for \$273.11
  - c. Reimbursed Andy Jia's fall lake cleanup lunch expense for \$73.68
  - d. Purchase authorization for \$50.00 for the removal of two volleyball poles tabled for the December meeting (originally to be completed by Tim Casbeer, who will authorize the Board for the payment to be made to Brad Dusek)
3. Treasurer's financial update tabled for the December meeting

Payment plans: 1 \$50.00 payment made this month

Certified letters with past dues for a year will be mailed out in January. If not paid, liens will be filed in February; the State passed a new law, but it does not apply to communities with fewer than 2.5 million residents

4. Sale/transfer of property in October: 0
5. Recapped fall lake cleanup held on November 4 from 8-12:00: more info under Committees/Clubs d. Environmental

**Old Business**

1. Opening for the Park Committee chair: Matt temporarily fills this position until the Board finds a new volunteer. This has been announced on social media and brought up during the annual meeting; some responsibilities are changing the gate lock code, keeping track of the trailers, and communicating with Jonathan Kirk and Steve Gonzales (mowing, security issues, etc.)

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2. Continued planning the Annual Meeting January 11, 2024

a. The Election Committee chair, Ann Chittatil, is the contact person for ILA members wishing to run; the cut-off date is November 20, 2023, to have names placed on the ballot; election info posted on social media; emails to the membership

b. 2024, two seats up for election

c. Do we want to implement First Amended Bylaws Article II Section 9, Article III Section 2, 3, and 6, Article VII Section 2 and 4, and Second Amended and Restated Lake Easement Restrictions and Covenants Article II Section 3 about members not in good standing, suspension of membership rights to vote, and ineligibility to serve on the Board and to be a member of any committees? Answer under the Committees g. Rules

d. Reviewed the notice for the meeting and the absentee proxy (shared by the Secretary with the Board via email); the Secretary will share updated versions for edits; final versions need to be approved before printing; presentation to be updated by the Secretary and shared with the Board for December meeting

e. Printing in-house

f. Envelope stuffing December 5

g. Location: the Garden and Arts Building at 906 S. Senter Road, Irving; Sandy will make a reservation; previous usage of the facility is free of charge

3. An attorney's assistance to draw up an official document to be filed with the State about raising dues to \$150.00 is not required; Linda and Sandy will get together to accomplish this task; the final document will be scanned and available on the ILA's website

4. Update on Rusdell Island: the brush/cut the owner has removed trees, grass seeds sown, the Board talked about replanting some trees, but it has not been discussed in the latest meeting, and the firepit has not been removed yet; some attendees voiced concern that the Board has not been forceful since the owner has been trespassing and damaging ILA property, the Board has not followed up with a letter drafted by an attorney, once the attorney is involved the Board felt communication with the owner will cease, the Board wants to maintain a working relationship, ILA's funds are limited and entering a litigation process is the final resort; the owner expressed interest in joining ILA, it's a rental property and ILA has rules addressing rental property owners. Action to be taken:

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### 2023 BOARD OF DIRECTORS

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The board will send a letter to the owner to have the fire pit removed by the November 20 deadline; failure to comply will result in removal by ILA and charge the owner

5. Dredging: The board received an update from Jonathan: the tractor is on the island; he is prepping the site for pre-dredging; he anticipates that a whole month is not necessary to complete the area initially contracted. Matt will check with Jonathan on the cost of getting additional areas in the Rusdell Channel dredged

6. Update on a sunken boat that a resident offered to remove and haul away for \$500.00; payment upon completion (discussed during August meeting). Sandy will follow up to see if he is still interested.

7. Update on installation of reflective posts by trailer ramp: Matt, with Andy's assistance, will complete the project before the end of the year.

8. Microsoft 365 Family software - presently on the Secretary's and Treasurer's computers; yearly subscription due in March (currently Secretary's credit card on file); the software to be downloaded on the President's computer. Sandy will assist the President on November 26.

### **Committees/Clubs:**

- a. Bass Club (president Rick Huffman):
- b. Communications (co-chairs John and Linda Mikalik):
- c. Elections Committee (chair Ann Chittatil):
- d. Environmental Committee (co-chairs Greg Hoffmann and Cecilia Dusek):
  - i. status of a sunken boat at a member's shoreline (removal October 15 deadline ) As of November 5, it has not been removed; the member claims it's not his boat; it belonged to renters; the homeowner is responsible. Tim Casbeer can get it out and haul it to the park for \$600.00. Sandy made a motion. Matt seconded. The motion passed unanimously. Tim plans to get the job done on November 18. Mel Hodges will be contacted to see about the cost of cutting it up and taking the debris to the landfill once it is out. Cecilia will communicate with the homeowner, who will be charged the expense. Tim will research tools used to cut underwater metal poles. There are still some in the lake that need to be removed.
  - ii. approve the monthly fines that the Environmental Committee established with the Rules Committee, sign the Rules list by the Rules Committee, and publish the Rules list on the website (initially drafted in November 2022, updated, and shared in Google Drive) tabled for the November meeting. More info under Committees/Clubs g. Rules
  - iii. recapped Fall lake cleanup: 19 volunteers, 1600 pounds of trash taken out of the lake and dropped off at the landfill, detailed inventory on the ILA supplies in the shed (the list

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shared with the Social Committee for future event planning) and clean-out of unusable items, breakfast from Chick-Fil-A (fruit cups, chicken minis, spicy chicken and sausage biscuits, coffee, tea), lunch from Jim's Pizza (pepperoni, sausage, and cheese pizzas), total cost \$346.79, cleanup supplies provided by Keep Irving Beautiful; consider lunch menu change, check on documents retention requirement and go through ILA documents stored in the shed in spring 2024

- iv. A response letter to Brent Redd (Municipal Drainage Utility Manager for the City of Irving) was sent by Matt on July 25, 2023; no response from the City yet; the Environmental Committee will follow up after the September Board meeting and cc the Board (discussed during September Board meeting); ongoing
- e. Finance Committee (chair Sandy White): a meeting will be held before the Board's December monthly meeting
- f. Park Committee (chair Matt Shelley; security Steve Gonzalez): talk with Steve about his pontoon
- g. Rules Committee (chair Linda Mikalik):
  - i. presented the Rules list and fines established with the Environmental Committee and Shared in the Google Drive (tabled from the Board's October meeting); additional corrections/changes need to be made; the reason for some changes in the Rules is to take out the Environmental Committee and the Board from finding contractors to rectify violations; instead the pressure needs to be on the owner; concern has been voiced about bringing contractors' boats to the lake and possibly contaminated it with zebra mussels; boats would need to be inspected for invasive species; the Board still needs to be able to remove/rectify egregious violations and bill the owner; an updated version of the Rules will be presented to the Board hopefully by December meeting; ILA rules need to be published yearly; they are available on the website
  - ii. A meeting of the Committee with several visitors in attendance was held to discuss/review rules regarding personal watercraft, concerns safety, erosion, damage to property, and wildlife protection; the Committee presented to the Board for review/discussion rules regarding distance from shoreline, docks, boats, persons, etc., and rules regarding No wake zones in certain areas of the lake; no signs will be placed; the Board wants to share the proposal with the membership during the annual meeting in January 2024
  - iii. Texas laws have changed; violations do not remove rights; our Bylaws have not been updated; ILA may not put limits on eligibility for board membership.
- h. Social Committee (chair Ping Wang):
- i. Women's Club (chair Joanne Hoffmann)

**Adjourned:** 9:15 pm

### **Next Board Monthly Meeting and Envelope Stuffing for the Annual Meeting**

When: December 5, 2023 – 6:30 pm

Where: 1323 Lakeshore Drive

### **2023 BOARD OF DIRECTORS**

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Irving Lake Association

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## 2023 BOARD OF DIRECTORS

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## Board of Directors December Meeting Minutes

**Tuesday, December 5, 2023 – 6:30 pm**

**Call to order:** 6:30 pm

### Attendees

**Board of Directors:** Matt Shelley, Sandy White, Andy Jia, Pierce Johnston, Hanna Beauchamp

**Committee Reps:** Greg Hoffmann (Environmental and Finance), Joanne Hoffmann (Finance), John Mikalik (Communications), Linda Mikalik (Communications and Rules)

**Visitors:** Nick Hockman, ILA Member Jonathan Kirk

### Items for discussion: New and Old Business is limited due to envelope stuffing for the Annual Meeting

#### New Business

1. November meeting minutes approved via email and posted on the ILA website.
2. Treasurer's financial update as of December 5, 2023:
  - a. 31 accounts past due totaling \$16,374.13
  - b. 18 accounts to have liens filed in 2024
  - c. 7 accounts with liens
  - d. 1 account with alternative payment plan
  - e. 8 accounts with alternative payment plans paid off
3. Is the Social Committee organizing a lighted boat parade? There's not enough interest.

#### Old Business

1. Update on dredging: Jonathan Kirk continues with prep work, the equipment has not been rented yet, the Board wants to be notified if there is any rental time left to possible continue dredging the Rusdell Canal and its cost.
2. Update on Rusdell Island: the resident responsible for trespass and damaging ILA property presented to the Board the work he has done to rectify the damage: cleaned the cut/dead trees, removed brush, seeded grass; declined to join the ILA; plans to build a retaining wall, the plans need to be brought in front of the Board to consider approval since he is not a member; informed by the Board that the fire pit will be removed
3. Continue planning the Annual Meeting January 11, 2024, tabled for January meeting; the Secretary will share plans in GDrive for the Boards' input:
  - a. Contact Committee/Clubs to see if they want to present during the meeting: Bass club Rick Huffman; Environmental Committee – does someone from that committee want to share the past year's accomplishments; does Andrea want to talk about Neighborhood Watch; anyone else?
  - b. Collect info: current rental/Airbnb statistics, estimate cost of holding the meeting?

### 2023 BOARD OF DIRECTORS

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- c. Do we want a volunteer sign in sheet?
- d. Do we want a petition pertaining to watercraft usage on the lake? Is there going to be a presentation on Watercraft Usage, create ppt, who is the presenter?
- e. Boat stickers for sale
- f. Projector for presentation

**Adjourned:** 7:22 pm

Right after the meeting the Board and Greg, Joanne, John, and Linda prepared mailings for the Annual Meeting: notice, proxy, annual dues statement. Thank you for your assistance.

**Upcoming Meetings:**

**Board Monthly Meeting**

When: January 2, 2024 – 6:30 pm

Where: 1323 Lakeshore Drive

**Annual Membership Meeting**

When: January 11, 2024 – 7:00 pm

Where: Garden and Arts Bldg. 906 S. Senter Rd.

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## Board of Directors

### January Meeting Minutes

Monday January 10, 2022 – 6:00 pm

Call to order: 6:00 pm

Attendees: Matt Shelley, Jennifer D'Souza (via phone),  
Sandy White, Hanna Beauchamp

Open to visitors: Greg Hoffmann, John Mikalik

Items for discussion:

#### New Business:

- Appoint Andy Jia to fill the remainder of Ann Chittatil's term through 2022

- Accept Jennifer D'Souza resignation and appoint John Mikalik to fill the remainder of her term through 2022

- Bills to Pay:

- D&O Insurance \$798.00

Trend Micro PC protection renewal plan for 1 year for 3 computers \$107.11

- Calculate annual meeting cost: \$600.00 not including volunteer hours

- 

Discuss annual meeting: items to be included in the presentation; Sandy will provide status report data and prepare/print ILA Balance Sheet and Profit Loss Statement; John will contact Iris Dillon, who will oversee the election process; up to date 89 proxies turned in; need 107 required to have a quorum

- 

### Old Business:

- 

Committee/Club Updates:

- 

- 

Bass Club (president Rick Huffman)

- 

Communications (chair John Mikalik)

- 

Elections Committee (chair Iris Dillon)

- 

Environmental Committee: change in chair (co–chairs Greg Hoffmann and John Mikalik)

- 

Finance Committee (chair Sandy White)

- 

Park Committee (chair Kevin Stiegler)

- 

-

Rules Committee (chair Linda Mikalik)

•

Social Committee (chair Ping Wang)

•

Woman's Club (chair Joanne Hoffmann)

•

**Adjourned: 7:30 pm**

**Next Board Meetings:**

•

Annual Meeting

•

When: January 13, 2022

Where: Garden and Arts Bldg. 906 S. Senter Rd.

•

Monthly Meeting

•

When: February 7, 2022 — 6:00 pm

Where: 1323 Lakeshore Drive

## 2022 ILA Annual Meeting

Thursday, January 13, 2022, 7:00 PM

Garden and Arts Building, 906 S. Senter Road

Call to Order: 7:00 pm

30 in attendance, 23 households present

123 of 213 (or 58%) households represented (120 proxies, 3 ballots)

113 proxies voted, 3 ballot votes at the meeting

### QUORUM REQUIREMENT IS MET

Board Members in attendance: Matt Shelley, John Mikalik, Sandy White, Hanna Beauchamp

Election Committee in attendance: Iris Dillon assisted by Linda Mikalik, Joanne, and Greg Hoffmann

### Changes to the Board

Ann Chittatil and Jennifer D'Souza stepped down before their term was completed citing personal circumstances that limit their availability. Thanks to

both for their service. Andy Jia and John Mikalik volunteered and were appointed during the January meeting to fill the positions till the next Board election in January of 2023.

## Introductions of members who recently moved to the ILA neighborhood

### Irving Lake Association, Inc. Status Report

- There are 214 member lots. Full membership is 231 lots.

- We have 17 non-member lots (including 1 on Katelyn Court and Nguyen's Farm).

- As of December 31, 2021, there are 22 members with past dues totaling \$8,976.57.

- The liens will be placed on delinquent properties in accordance with ILA and Texas laws.

- A payment plan is available: contact the Board if you need it.

- Financial update

- 
- 

Review ILA Balance Sheet and Profit & Loss Statement (email the Treasurer for a copy).

- 
- 

The cost of the annual meeting is \$600.00 not counting volunteer hours.

- 

### Highlights from 2021

- 

Lake cleanups spread out over the entire week were not as successful as in the past. This year there will be two Saturdays designated for this event. Dates TBD.

- 
- 

Sponsored the annual Blake Casbeer kids' fishing tournament in July.

- 
- 

30 kids participated

- 
- 

Fishing poles and bait provided; lunch served; trophies awarded

- 
- 

Usually held around the 4th; come out and take part in the fun.

- 
- 

Sponsored and participated in the Great Flag Caper.

- 

Iris Dillion organizes this event for the ILA; always needs volunteers to plant and harvest the flags down MacArthur.

- 

Sponsored and participated in Neighborhood Watch Program.

- 

Sponsored annual National Night Out for the surrounding community, not just the ILA.

- 

Sponsored Neighbor Helping Neighbor program run by volunteers to assist our neighbors in need.

- 

No requests were made for assistance in 2021.

- 

Contact John Mikalik if you know of somebody who needs help.

- 

Supported the Women's Club; due to Covid no activities planned in 2021.

- 

Continued the aquatic management program for the lake; the contracted biologist Chad Fikes

-

Tests water quality, identifies invasive species, recommends treatment, sprays as deemed necessary, helps the Bass Club evaluate fisheries.

•

Provides detailed reports posted on the ILA website after each visit.

•

Received the City of Irving Grant in the amount of \$1900.00 for ILA projects.

•

Continued to partner with the City on various code violations and storm/lake drain issues.

•

**Outstanding members** who unselfishly supported the ILA.

•

Andrea Plachcinski for continuing to lead the Neighborhood Watch Program.

•

Mike Grove, Tim Casbeer, and John Mikalik for the Blake Casbeer Kids' tournament.

•

The Communications Committee (John Mikalik, Joel D'Souza) for maintaining the website, posting the newsletter.

•

John Mikalik and company for the Neighbor Helping Neighbor program.

•

Jonathan Kirk for maintenance of the park and trailer storage area.

•

Jerry Skotak for monthly lake measurements and George Denton for providing rainfall data.

•

Iris Dillon for coordinating the Great Flag Caper.

•

Thanks to the current board and their spouses.

•

## ILA plans, needs, and goals for 2022

### Maintain and improve Cypress Cove Park.

•

**Dock** — some of the poles have rotted out.

•

**Bridge** — needs to be retreated and stained.

•

**Boardwalk** – build it between the dock and the bridge; the path is very uneven.

- 

**Trailer Ramp** – install reflective posts on both sides to facilitate backing of trailers.

- 

Reduce delinquent accounts and annex the last remaining non-members.

- 

Continue aquatic management for the lake.

- 

Move forward with dredging areas of the lake.

- -

Solicit additional bids.

- 
- 

Proposed dredging areas include: NE end Rusdell canal, South end of Rusdell, Fishbowl – 1400 block Lakeshore.

- 
- 

Dredging the Rusdell canal will improve the overall health of the lake as well as improve the canal area; currently, it is impassible and during the summertime dry ground is visible; foul odor is present.

-

○

Funds for dredging: raise dues and get a loan; if we fail to raise dues, we will have to have a Special Assessment possibly as high as \$500.00.

○

○

Dredging plans will be discussed during the next monthly board meeting on February 7 at 1323 Lakeshore Drive.

○

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Work towards having both members and nonmembers clean up the shoreline by their properties (sunken boats, dilapidated docks, trash); send letters to homeowners and enforce clean up; non-members are in violation of trespass laws.

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Encourage member participation in Eyes on You Neighborhood Crime Watch.

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Promote the ILA website [www.lakevilbing.com](http://www.lakevilbing.com) as an information source; follow ILA on Facebook.

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Increase member participation.

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Sign-up sheet is available at the meeting.

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### Reasons to get involved:

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Get to know neighbors.

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•

Propose solutions.

•

•

Share expertise.

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### Committees and their purpose.

**Bass Club:** update from Rick Huffman President.

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The club was formed in 1993; its mission is to get to know neighbors through fishing.

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•

Currently 18 members; membership is dwindling; dues are \$60.00 a year per household.

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February 12, 2022: Annual Banquet at Spring Creek Barbecue at 3514 W. Airport Fwy. from 2 – 5 pm; everyone is invited, you don't have to be a Bass Club member to attend.

•

•

March: Kick-off meeting with a raffle and fish stocking with funds coming from dues and possible fundraisers.

•

Meetings: 2nd Thursday of the month

•

Tournaments/competition; weigh-ins at Mark and Julie Grigsby at 1808 West Shore Ct. Come and watch.

•

Highlights from 2021: fun-filled Christmas party; first-year record — Pierce Johnson wins in 3 categories: Angler of the Year, Big Bass of the Year, the Biggest Fish.

•

Check the ILA website for the Bass Club postings.

•

JOIN

•

**Communications:** works closely with other committees, helps with the website, puts out a newsletter.

**Election:** oversees the election process of board members at annual meetings.

**Environmental:** works to assure the environmental health and safety of Lake Vilbig and the surrounding ILA property.

**Finance** chaired by the Board Treasurer Sandy White: the committee is responsible for reviewing and providing guidance for the ILA's financial matters. Specifically, the committee assures internal controls, independent audits, and financial analyses for the corporation.

- 

JOIN and share your ideas

- 

## Neighborhood Watch

Tips/info from Andrea Plachcinski who is our Crime Watch Captain.

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Watch out for your neighbors.

- 

If you notice someone in your yard, scare them away.

To protect your own safety, do not corner them.

- 

Join Irving Eyes on You Neighborhood Watch Program (social media based using the Neighbors App by Ring); if many of us participate, the City will place signs around the neighborhood.

- 

No Parking signs are being installed at some intersections around the lake, no visibility due to cars parking at intersections.

- 

Pictures from Ring are not sufficient to identify the perpetrator; try to get a license plate number.

- 

**Park:** initiates and plans improvement of the park area.

- 

Host your events at Cypress Cove. It has been used for engagement parties and wedding ceremonies. There is a \$50.00 refundable deposit as long as the park is left in proper order.

- 

**Rules:** reviews and recommends changes for ILA documents, keeping the membership's rights and enjoyment of Lake Vilbig foremost in mind. The committee is responsible for the appeals process as prescribed in Article III, Section 9 of the Bylaws (Board members are not permitted to serve on the Rules Committee).

**Social:** initiates and organizes social events for the ILA such as holiday parties, neighborhood socials, and other activities increasing community interaction.

- Used to be very active in the past: Halloween and Christmas parties, Yard of the Month competition, movies on the lake.

- Lack of volunteers and funds shriveled its events.

**Women's Club:** provides fellowship and organizes activities for female members.

- Joanne Hoffmann who started this club needs a co-chair (she is away from Texas for about 6 months).

- In the past, the Club went to Air Hogs in Grand Prairie and had some other outings.

- Due to COVID, the Club remained inactive for the past two years.

**Voting Results:**

Sandy White 113

Hanna Beauchamp 113

Linda Mikalik 1

**Volunteer Sign up:**

2 volunteers

**Discussion/Questions/Concerns from attendees:**

- What is a special assessment? To provide the necessary funds to maintain the operations of our Corporation a Special Assessment was levied. The bill for 2021 was \$105.00 per lot. The dues need to be raised in the near future to avoid a budget deficit. 67% of members must vote in favor.

- Airbnb: Currently there are no regulations from the City of Irving concerning running Airbnbs and the ILA organization has no authority to impose its own limits.

- Racing and speeding on Lakeshore: The concern has been raised with the City in the past and installing speed bumps is not an option since it is a thoroughfare.

- What's the construction of MacArthur? Affordable housing is built at 2300 – 2330 S. MacArthur Blvd. (low-income apartments, not section 8). Matt and

Sandy had a meeting with the City and the builder concerning flood issues, assured that there are none, but the ILA Board will continue to monitor the situation.

•

Can the City assist with dredging? The Board is pursuing this avenue.

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Will dredging change the flow of the water? No. The problem is an accumulation of sediment and bank erosion. Sediment dredging bags can be placed along the banks and prevent further erosion. If you see people throwing/blowing leaves and grass clipping into the lake or storm drains, call the City. Another source of sediment is water breaks, which require digging to be repaired. The soil washes away to the lake.

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Will the Yard of the Month competition be revived? The suggestion will be passed on to the social committee.

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Neighborhood crime: Several homeowners had their plants dug up from front beds and packages were stolen.

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**Adjourned: 8:20 pm**

**Next Board Meeting**

**When:** February 7, 2022 — 6:00 pm

**Where:** 1323 Lakeshore Drive

## Board of Directors

### February Meeting Minutes

Monday, February 15, 2022 — 6:00 pm

Call to order: 6:08 pm.

Attendees: Matt Shelley, Andy Jia, John Mikalik, Sandy White, Hanna Beauchamp

Open to visitors: Prashant Bhardwaj, Greg Hoffmann, Jonathan Kirk, Cecilia Zhou

Items for discussion:

New Business:

1. January meeting minutes approved via email and posted on the ILA website.
2. Annual meeting minutes approved via email and posted on the ILA website.
3. 2022 Board member positions assigned and all officers have the appropriate email addresses and logins

#### 4. Bills paid:

- a. Chad Fikes invoice for \$250.00 January visit
- b. Real Estate Tax ILA: \$20.00
- c. Discuss switching to Google Docs; decide before March 1, 2022 when ; Microsoft 365 – 1 year subscription renewal is due; \$99.99 + tax (charged to Master Card \*\*\*\*4721)

#### 5. Financial update:

- a. Delinquent accounts
  - 1. Current liens: 5 members with about \$5,000.00 outstanding YTD
  - 2. Imminent liens on accounts with past dues over \$100.00: 15 members with about \$3,000.00 outstanding YTD; Greg will assist Sandy with delinquent letters that will include a payment plan option

#### 6. Transfer of property in January: none

7 **Evaluated the annual meeting:** location – perfect, attendance – average, compile a list of recent volunteers

8. **Discussed plan of action to complete the ILA plans/goals for 2022:**

•  
Enlist assistance from committees:

•  
9. **Environmental Committee:**

•  
Revise/reword Mission and Statement – Make SOP

•  
Organize Lake Cleanup that will take place on March 26 (rain day April 2); inform Keep Irving Beautiful that sponsors Don't Mess with Texas Trash-Off/Great American Cleanup; fliers will be printed, coffee, juice and lunch will be provided

•  
10. **Communications Committee:**

•  
Revamp the ILA's website: ease of access/navigation

•

11. **Discussed ILA SOP concerning Tenants Rights and Privileges;** property owners need to provide names of all tenants and contact information (email address/phone number); contact the Rules Committee to work on consequences for breaking this rule; prepare a flier with Dos and Don'ts to be given to the renters; Cecilia expressed interest to join the committee; provide contact info to the chair

### **Old Business:**

#### **1. Dredging:**

Presentation by Prashant Bhardwaj and Jonathan Kirk  
The purpose of dredging is to restore the Rusdell section that has been identified as a critical area to a healthy recreational depth (currently it's less than 2 feet deep and in some areas less than 1 foot) and improves the overall flow of the water in the lake; method – hydraulic dredging; disposal of sediment on the island. Prashant has been in contact with the City to possibly assist with funding and Jonathan is checking with the Corps of Engineers for permits/waivers. The cost estimate will be provided to the Board at the March meeting.

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·  
Discussion how to pay for the project: increase dues, special assessment; a 5 year loan (highly unlikely since about 25% of membership has past dues)

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·  
Research other companies to solicit bids: American Sports; Greg will contact Solitude Dredging.

·  
**2. Tabled item 2** for March meeting due to time constraint

Review Cypress Cove inspection by the Board on December 11, 2021

Dock – some of the poles have rotted out.

Bridge – needs to be retreated and stained.

Boardwalk – build it between the dock and the bridge; the path is very uneven.

Trailer ramp – install reflective posts on both sides to facilitate backing of trailers.

A sunken boat has been retrieved; contact the U-Haul owner to remove it.

### **3. Committee/Club Updates:**

a. Bass Club (president Rick Huffman)

- b. Communications (chair John Mikalik)
- c. Elections Committee (chair Iris Dillon)
- d. Environmental Committee (co–chairs Greg Hoffmann and John Mikalik)
- e. Finance Committee (chair Sandy White)
- f. Park Committee (chair Kevin Stiegler)
- g. Rules Committee (chair Linda Mikalik)
- h. Social Committee (chair Ping Wang)
- i. Women’s Club (chair Joanne Hoffmann)

**Adjourned:** 8:24 pm

**Next Board Monthly Meeting:**

When: March 7, 2022 — 6:00 pm

Where: 1323 Lakeshore Drive

## Board of Directors

### March Meeting Minutes

Monday, — 6:00 pm March 14, 2022

Call to order: 6:01 pm.

Attendees: Matt Shelley, Andy Jia, John Mikalik, Sandy White, Hanna Beauchamp

Open to visitors: Greg Hoffmann, Jonathan Kirk, Linda Mikalik, Ping Wang, Cecilia Zhou

#### New Business:

1. **February meeting** minutes approved via email and posted on the ILA website.
2. **Monthly lake testing** by A&M for board approval withdrawn; sufficient testing performed by Jerry Skotak
3. **Bills paid:**
  - a. Hanna Beauchamp reimbursed: Microsoft 365 — 1 year subscription renewal \$108.24 charged to her Discover Card
  - b. Chad Fikes Invoice #1107 for \$250.00 February visit
  - c. Rental of PO Box for one year \$186.00
  - d. 17 lien letters and stamps: estimate \$250.00

e. Purchase authorization for lake cleanup breakfast and lunch expense: estimate \$200.00

4. Treasurer's **financial update:**

a. Delinquent accounts

b. Current liens: 5 members with about \$5,000.00 outstanding YTD

c. Liens filed in March: 17 liens to be filed with about \$3,000.00 outstanding YTD

d. Total accounts with outstanding balance: 49 members

5. **Transfer of property in February:** none

6. **Lake shocking** in March by the Bass Club: the Board needs to be informed of the actions planned by the Club and impacting the lake for the Board's approval; a process needs to be in place

7. **Review an application** by an ILA member submitted to the Environmental Committee on February 27, 2022, for dock construction. John and Greg inspected the site on March 12, 2022. The Board recommends: removing the existing dock construct a floating structure total in length 25 feet. Resubmit a revised plan to the Environmental Committee.

## **Old Business:**

1. **Dredging update:** Jonathan Kirk supplied additional details from David Environmental Solutions LLC: the sledge pumped out on the island, remove silt about 5–6 inches deep; the company would require 33% deposit; John provided information from American Sports: that company is unavailable until March 2023. The Environmental Committee will research dredging options to determine which solution (silt bags, fencing, etc.) is the best option. Discussion on how to pay for the project: Since it is of utmost importance to improve the lake's health, possibly use the funds currently available and replenish the amount spent with raised dues and offer quarterly payment options and/or special assessment. Prepare a letter and send by post and/or email proxies addressing HOA dues increase.

2. **Discussion regarding SOP** for the Environmental Committee; consequences for breaking the rules listed in ILA SOP concerning Tenants Rights and Privileges. Linda, the Chairperson of the Rules Committee, will take back the Board's input and work with the Committee to establish fines for violations. Add/clarify

a definition of unattended fishing apparatus: it should include any fishing pole left on the dock/shore unattended. The lines get caught in motors, and birds get entangled. The Committee will make a pamphlet with rules and consequences and present it to the Board for adoption. It will be distributed to ILA members. Send letters to members renting out to provide info detailing renters' names, contact details, and when the occupancy commenced.

3. **Lake cleanup** update: the Environmental Committee is in charge with the assistance from Keep Irving Beautiful, which will supply bags, gloves, vests, trash pickers. All equipment on loan needs to be returned on Monday morning, March 28, 2022. The event has been posted on the website, and 214 fliers will be printed for house-to-house distribution. Purchase authorization was requested for the estimate of \$200.00 to cover the cost of breakfast and lunch. Send a letter to the owner of a pontoon boat to have it removed from the dock before the event.

4. **Review Cypress Cove** inspection by the Board on December 11, 2021 (Tabled for April meeting due to time constraint) and decide on a plan of action:
- a. Dock – some of the poles have rotted out
  - b. Bridge – needs to be retreated and stained.
  - c.. Boardwalk – build it between the dock and the bridge; the path is uneven.
  - d.. Trailer ramp – install reflective posts on both sides to facilitate backing of trailers.
  - e.U–Haul – contact the owner to remove it – assigned to JM
  - f. Pontoon needs to be moved from the T–dock – Assigned to JM

### 3. **Committee/Club Updates:**

- a. Bass Club (president Rick Huffman)
- b. Communications (chair John Mikalik): changes to ILA's website: ease of access/navigation; update on changes
- c. Elections Committee (chair Iris Dillon)
- d. Environmental Committee (co–chairs Greg Hoffmann and John Mikalik): lake cleanup update
- e. Finance Committee (chair Sandy White)

- f. Park Committee (chair Kevin Stiegler)
- g. Rules Committee (chair Linda Mikalik)
- h. Social Committee (chair Ping Wang)
- i. Women's Club (chair Joanne Hoffmann)

**Adjourned: 8:30 pm**

**Next Board Monthly Meeting:**

**When: April 4, 2022 — 6:00 pm**

**Where: 1323 Lakeshore Drive**

## Board of Directors

### April Meeting Minutes

Monday, April 4, 2022 — 6:00 pm

Call to order: 6:00 pm March 2

**Attendees:** Matt Shelley, Andy Jia, John Mikalik, Sandy White, Hanna Beauchamp

**Open to visitors:** Greg Hoffmann, Rick Huffman, Jonathan Kirk, Steve Martin, Linda Mikalik, Ping Wang, John Ye, Cecilia Zhou

#### **New Business:**

·  
March meeting minutes were approved via email and posted on the ILA website.

·  
The Electrofishing survey by Overton Fisheries conducted on Sat March 19 arch 19, 2022 approved via email. The Bass Club covers the cost of \$1,750.00.

·  
Presentation of electrofishing survey by Rick Huffman (see Committee/Club updates (3a)

·  
Purchase of the ILA address stamp from Amazon approved via email (Sandy to submit the bill for reimbursement)

·

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Purchase of 50 boat stickers from MyAssetTag  
approved via email

.  
Insurance r. April 1, April 1, 2022, with Associations  
Insurance Agency, INC. (general liability and umbrella)  
for \$2,355.00 for 214 units; the Treasurer signed and  
sent the requested documents

.  
Purchase of Quickbooks for the ILA treasurer: table for  
the May meeting

.  
Replacement of the computer for the ILA president:  
Sandy will compare models and prices

.  
Bills paid: a Greg Hoffmann reimbursed for the lake  
cleanup event for \$192.88

.  
b John Mikalik reimbursed for boat stickers for  
\$230.57

c Chad Fikes invoice #1122 for March 2 visits in the  
amount of \$500.00

1 Treasurer's financial update:

2 Delinquent accounts: Lien letter notices: 17 letters paid in full

3 Current liens: 9

4 Liens in April: 5 to be filed; 1 to be removed (Sandy and John will do it)

5 Past dues without liens: 24 members with over \$8,000.00 outstanding YTD

6 Total accounts with exceptional balance: 36 members

7 Transfer of property in March: none

8 Lake cleanup review: 24 participants, 960 pounds of trash taken to the landfill and 60 pounds taken to recycle; expense: breakfast and lunch \$192.88

(\$200.00 budgeted), bags free of charge provided by Keep Irving Beautiful, the recommendation for fall (date TBD): continue a one-day event to promote fellowship; do we need to pass out fliers cost and volunteer time vs. effectiveness in soliciting membership participation YES; several participants confirmed that's how they found out about the event; further action sunken boats; dilapidated docks; rental property with no fencing from the lake and loads of trash blown into the lake. The Environmental

Committee will meet on Wednesday, April 6, to take pictures; action to be taken will be discussed during the May meeting

9 Trespassing by nonmember renters 1668 Rusdell Dr. owner George Hearn; John will contact the police to find out what steps the ILA can take to address this problem

10 Discussed documents updated/revised by the Rules Committee (see Committee/Club updates 3g)

### **Old Business:**

1 Dock extension by John Ye: the Board visited the site on March 20, 2022; the owner is to resubmit a revised plan specifying the size and materials used for the dock extension Originally, the application was submitted to the Environmental Committee on February 27, 2022, and John and Greg inspected the site on March 12, 2022. The owner was present at the meeting and answered the Board's questions concerning the size and materials. He is to resubmit in writing the final design to Greg, and he will forward it to the Board. John and Greg will visit the site in the coming days to suggest an alternate plan.

- 2 Dredging: Jonathan will submit the final bid, the Board has two additional offers, the money for the project will come from the existing funds
- 3 Review Cypress Cove inspection by the Board on December 11, 2021 (Tabled for April meeting due to time constraints) and decide on a plan of action:
- 4 Dock – some of the poles have rotted out
- 5 Bridge – needs to be retreated and stained.
- 6 Boardwalk – build it between the dock and the bridge; the path is uneven.
- 7 Trailer ramp – install reflective posts on both sides to facilitate backing of trailers.
- 8 U-Haul – contact the owner to remove it
- 9 The Board will solicit bids for the work on the dock, the bridge, and the boardwalk; contact John Ye's contractor, and Cecilia will conduct additional research

### **3. Committee/Club Updates:**

**a Bass Club** (president Rick Huffman): electrofishing survey report by Rick; the complete report has been posted on the Bass Club website (link on the ILA website). Bass numbers were moderate, and the condition of the Bass was good. <14in Bass can

continue to be harvested during tournaments to offset reproduction and help increase the average size of Bass. Baitfish: The Bluegill population was low, and threadfin Shad populations and sizes were good. Redear Sunfish numbers were adequate for parasite control. Gizzard shad numbers were high, helping the larger Bass maintain a higher level of relative weight. The water quality is excellent. A planktonic bloom is present, which is causing shad populations to thrive. Recommendations: Continue harvesting <14in Bass during tournaments; Stock 5000 3–5in Coppernose Bluegill. Continue adding Pure Florida or F1 fingerlings every 3–4 years to improve lake genetics. Continue adding Crawfish whenever available/feasible. Encourage property owners to feed on docks supplementally. Question from the Board about the possibility of the Bass Club overseeing lake cleanup events: Rick would have to discuss it with the members. Participation of the Bass Club in lake cleanup is 20%, scheduling conflicts with tournaments that many of its members fish in. The Board requests to stay informed of any future stocking. The Bass Club meets on the

2nd Thursday of the month, and Rick invites lake residents to come and join the fun.

**b. Communications** (chair John Mikalik):

**c. Elections Committee** (chair Iris Dillon)

**d. Environmental Committee** (co–chairs Greg Hoffmann and John Mikalik): meeting on Wednesday, April 6, to go down the lake to take pictures of sunken boats and dilapidated docks)

**e. Finance Committee** (chair Sandy White)

**f. Park Committee** (chair Kevin Stiegler)

**g. Rules Committee** (chair Linda Mikalik): update on the created/revised documents: 2022 ILA Rules; ILA Records 2022, ILA SOP Long–Term Tenants, ILA SOP Short–Term Tenants; Rules of Lake Vilbig, SOP for the

### **Environmental Committee**

2022 ILA Rules: the Committee will check on bylaws to stay compliant, address selling fish, clearly define “clean and in good condition,” delete pumps usage; manage Airbnb (currently 6) and charge a fee (monthly/yearly); add consequences for breaking the ILA rules

ILA Rules Booklet: view the Google Doc shared by Cecilia and make edits by April 11

**ILA Records:** who needs access in addition to the Board; 40% of email addresses are missing from the database; it's imperative that the Board can contact 100%

**ILA SOP Long and Short Term** will be reviewed based on the discussion

Cecilia has recorded all comments and suggestions regarding all the documents. They will be taken back to the Rules Committee for their revision and presented to the Board during the May meeting. In addition, Cecilia will create a simple Google form to be used when an ILA member expresses interest in using Cypress Cove Park h. Social Committee (chair Ping Wang)

i. Women's Club (chair Joanne Hoffmann)

**Adjourned: 8:40 pm**

**Next Board Monthly Meeting:**

**When: May 2, 2022 — 6:00 pm**

**Where: 1323 Lakeshore Drive**

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**Board of Directors May Meeting Minutes Monday, May 2, 2022 – 6:00 pm Call to order: 6:00 pm. Attendees:**

Matt Shelley, Andy Jia, John Mikalik, Sandy White, Hanna Beauchamp **Open to visitors:** Ethan Kirk, Jonathan Kirk, Linda Mikalik, Julie Skotak, Cecilia Zhou

**New Business:**

- April meeting minutes were approved via email and posted on the ILA website.

- John Ye's dock application was approved via email (see Committee/Club updates 5d)

- The Board approved to purchase of Quickbooks for the ILA treasurer.

- Replacement of the computer for the ILA president: Hanna will provide the Make/model of the laptop the Board purchased for the secretary in December 2020

- Treasurer's financial update:

- - Reviewed delinquent accounts

- •

Total accounts with outstanding balance: 33 members  
with an outstanding YTD of about \$9100.00

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•

Sandy will start sending notices with late fees included

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•

Current liens: 9 members with about \$7500.00  
outstanding YTD

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•

Liens filed on April: 5

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•

Liens removed in April: 1

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•

Review balance sheet (tabled for May meeting)

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•

Projected net income

•  
•

Budget for 2022

•  
•

Bills paid:

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•

Sandy reimbursed for the ILA address stamp for \$15.13

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•

Sandy reimbursed for parking and mileage to file liens  
for \$40.16

•  
•

Chad Fikes lake biologist invoice #1132 for 2 April visits for \$500.00

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Discussion over the frequency of lake biologist's visits: decision made to have once a month February – November; if something requires more frequent attention, the Board will authorize additional visits; John will notify Chad of the change.

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Transfer of property in April: none

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Cecilia Zhou volunteered to be part of the Environmental Committee.

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Tree saplings: Per text messages with the Board, Hanna attended the Arbor Day event hosted by the city of Irving on April 30 and received three tree saplings (2 Mexican white oak, one crape myrtle Basham's party pink) to be planted in Cypress Cove. Linda Mikalik and Greg Hoffmann have additional trees. A suggestion was made to have a planting event in late October/early November; to revive Greg's idea of creating a Memorial Garden with a plaque with the names of ILA volunteers who passed away.

-

- The fallen tree in Cypress Cove blocking the boat ramp was removed by Jonathan.

- ILA website update/maintenance, Wix: Joel D'Souza, the current webmaster has limited time availability; Ethan and Cecila volunteered to help out.

- **Old Business:**

- Trespassing by nonmember renters 1668 Rusdell Dr. owner George Hearn. John contacted Irving police and was informed that it's not something they get involved with; ILA needs to press charges since it's a civil case. A suggestion has been made to post additional signs on the lake; renters have been notified they cannot use the lake; the owner has been invited to join the ILA but persistently refuses.

- Discuss documents updated/revised by the Environmental Committee and the Rules Committee and shared with the Board via email on April 29 (see Committee/Club updates 5d and 5g)

Cypress Cove update: 3 contractors viewed the site – on April 14, 15, and 20; reinforced the wobbly dock; retreated the bridge; constructed a boardwalk from the bridge over the exposed roots; an additional bid was provided by Jonathan Kirby representing David Environmental Solutions. Total three bids were submitted for the path: TYO Handyman, D&J remodeling, and David Environmental Solutions. The Board took a vote; David Environmental Solutions received five ayes. The project will be funded partially from the grant money provided by the city of Irving and the remainder from the existing funds. The bids will be scanned and filed with the ILA documents stored on the secretary's computer.

•

One bid was submitted for the T-dock (this project is placed on hold).

•

Trailer ramp – install reflective posts on both sides to facilitate backing of trailers.

•

U-Haul: Tim Casbeer expressed interest in addressing the Board in person; NS for the meeting; Matt will contact him for the final time and give till Friday, May 6

to remove it; in case of non-compliance, the Board will move it to the owner's house and charge him for the expense.

- 

Update on dredging bids for the Rusdell canal area: The Board reviewed and discussed the received bids: David Environmental Solutions, American Sport Fish, and Solitude Lake Management. The project will be funded from the existing funds. The bids will be scanned and filed with the ILA documents stored in the secretary's computer. The Board took a vote; David Environmental Solutions received five ayes.

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### **Committee/Club Updates:**

- a. **Bass Club** (president Rick Huffman):
- b. **Communications** (chair John Mikalik):
- c. **Elections Committee** (chair Iris Dillon)
- d. **Environmental Committee** (co-chairs Greg Hoffmann and John Mikalik):

- 

Reported on the lake inspection carried on April 6: identified four sunken boats and certified mail letters

sent to their owners with a request to respond by June 2; dilapidated docks have not been placed yet, and no additional infractions observed

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Comments and suggestions documented by Cecilia for documents update. (ii) Updated on the created/revised documents: Environmental SOP; draft of the letter to the owners of seawalls/sunken docks; Shoreline Alteration Permit Application or Construction Permit Application (fee \$50.00). Members need to be informed they must go through this process; John Murazak's draft of Shoreline Alteration Guidelines is on hold due to his current time constraint; edit the Cypress Cove Park reservation form to allow for alcoholic beverage consumption. The form will be available on the ILA website and linked to John's ILA email account for approval/denial.

•

On April 14, the Committee recommended the approval of John Ye's application for the 28ft dock. The barrels from the original dock will be removed, and the old and new sections will be tied into one new dock and made into a permanent structure (not floating); the application includes 2D and 3D drawings, materials are

listed, the contractor's name is provided, the application is filed with the ILA documents. The Board approved the project via email.

- 
- e. **Finance Committee** (chair Sandy White) f. **Park Committee** (chair Kevin Stiegler passed away on April 22) g. **Rules Committee** (chair Linda Mikalik):

- 
- Updated on the created/revised documents: 2022 Rules of Lake Vilbig, Tenant Registration SOP, ILA Rules and Regulations Booklet (abbreviated version; 3–page document). Discussion concerning fees to be collected starting 2023 from Airbnbs and long–term rentals (flat yearly fee/each time new renters move in), penalties for noncompliance, in case of problems with renters, the Board gets in touch with the owners, not renters. ILA Booklet will be posted on the ILA website; rental owners need to make it accessible to renters. Cecilia documented comments and suggestions to be taken back to the Committee and updated documents to be presented to the Board during the June meeting.

- 
- h. **Social Committee** (chair Ping Wang) i. **Women's Club** (chair Joanne Hoffmann) **Adjourned: 8:07 pm Next**

Board Monthly Meeting: When: June 6, 2022 — 6:00  
pm Where: 1323 Lakeshore Drive

## Board of Directors

### June Meeting Minutes

Monday, June 13, 2022 — 6:00 pm

Call to order: 6:05 pm.

**Attendees:** Matt Shelley, Andy Jia, John Mikalik, Sandy White, Hanna Beauchamp

**Open to visitors:** Steve Martin (member of the Rules Committee), Cecilia Zhou (member of the Environmental and Rules Committees)

#### **New Business:**

1. May meeting minutes approved via email and posted on the ILA website.
2. Donation to the Great Flag Caper (Iris Dillon's contact person) for \$200.00 (\$100.00 ILA money; \$100.00 from the Irving Neighborhood Grant Program) approved via email
3. Treasurer's financial update on delinquent accounts and balance sheet will be provided during the July meeting.
4. Bills paid:
  - a. Great Flag Caper donation for \$200.00

b. Reimbursed Matt for purchase of the computer for the ILA president from Amazon in the amount of \$599.71 and Microsoft Office 365 one– year subscription for \$75.76 for a total of \$675.47

c. Jonathan Kirk for mowing and fallen trees removal in the amount of \$1030.00

d. Chad Fikes lake biologist invoice #1145 for May 1 visit for \$350. 0

5. Transfer of property in May: 1

6. Issues addressed in May: hauling off a floating dock, removal of a sunken boat in front of the community dock, removal of fallen trees; provide access to Cypress Cove for Spectrum on May 26 to conduct a maintenance job

7. Katherine Nicole Beach has volunteered on May 17 to help restructure our website to make it more user–friendly; she’ll start next week

8. Discuss Blake Casbeer Annual Fish Classic co–sponsored with Bass Club: July 2, 8:00 – 11:00; the event will be advertised on the ILA website, Facebook, and Nextdoor; lunch (hot dogs, chips, water) at 11:00 catered by the Social Committee (budget up to \$300.00; 72 attendees in 2021); trophies available from

the previous year; award three gift cards from Walmart, \$50.00, \$30.00, and \$20.00 to participants with the most fish caught. Sandy made a motion to allocate \$100.00 for the purchase. Matt seconded. Motion passed unanimously.

9. John Mikalik stepped up to chair the Park Committee and SteveGonzalez will assume the position of security officer.

10. Complaints about Airbnbs: the City of Irving has no ordinance addressing this problem; possibly contact property owners to resolve the issues

11. Reschedule July's Board meeting for July 11 since the first Monday is a holiday. Sandy proposed to change the meeting times to 7:00.

### **Old Business:**

1. Documents to be updated/revised by the Environmental Committee after the Board's May meeting are not ready yet. Documents to be updated/revised by the Rules Committee tabled for July.

2. Cypress Cove update: ramp construction commenced, and the area will be taped off for July 2 to bar access during Blake Casbeer Kids Classic since

the project will not be completed by the event. The U-Haul will be moved to the owner's house this week.

3. Rusdell canal area dredging project update: contract in the amount of \$50,000.00 has been awarded to David Environmental Solutions; Jonathan Kirk is getting the official documents from the United States Army Corps of Engineers.

4. Website restructuring update: none currently

5. Committee/Club Updates:

a. Bass Club (president Rick Huffman):

b. Communications (chair John Mikalik):

c. Elections Committee (chair Iris Dillon)

d. Environmental Committee (co-chairs Greg Hoffmann and John Mikalik):

(i) Lake inspection carried out on April 6 identified 4 sunken boats; certified mail letters were sent in May; 2 owners responded, one dilapidated dock removed by the owner; the remaining two owners – a letter will be drafted by the Environmental Committee that will include bids to rectify issues; the owners will be charged the incurring cost; the owners will still have an opportunity to take care of the infractions themselves; if no response is forthcoming, the ILA will pay for the

work and bill the owners; in case of nonpayment, liens will be placed.

(ii) The following documents will be ready for the July meeting: Environmental SOP; draft of the letter to the owners of seawalls/sunken docks; Shoreline Alteration Permit Application or Construction Permit Application (fee \$50.00), members need to be informed they are required to go through this process; Cypress Cove Park reservation allowing alcohol beverage consumption available on the ILA website and linked to John's ILA email account for approval/denial.

e. Finance Committee (chair Sandy White)

f. Park Committee (chair John Mikalik; security Steve Gonzalez)

g. Rules Committee (chair Linda Mikalik): 2022 Rules of Lake Vilbig and ILA Rules and Regulations Booklet (abbreviated version; 3–page document) are done.

Tenant Registration SOP is still under revision and to be ready for the July meeting.

h. Social Committee (chair Ping Wang)

i. Women's Club (chair Joanne Hoffmann)

Adjourned: 7:07 pm

Next Board Monthly Meeting:

When: July 11, 2022 — 7:00 pm

Where: 1323 Lakeshore Drive

## Board of Directors

### July Meeting Minutes

Monday, July 11, 2022 — 7:00 pm

Call to order: 7:04 pm.

**Attendees:** Matt Shelley, Andy Jia, Sandy White (via phone), Hanna Beauchamp

**Open to visitors:** Jonathan Kirk, Steve Martin (member of the Rules Committee), Cecilia Zhou (member of the Environmental and Rules Committees)

### **New Business:**

.  
June meeting minutes were approved via email and posted on the ILA website.

:  
Trophies for the Annual Blake Casbeer Kids Classic for \$205.65 authorized via email

:  
Approved invoice from David Environmental Solutions, LLC for 80% of the total of \$5134.00 for the boardwalk, which will be paid in the next few days

:  
:

Treasurer's financial update:

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Review delinquent accounts

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Total accounts with outstanding balance: 30; members with outstanding YTD \$8,262.41

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Sandy will start sending notices in July with late fees included

.

Current liens: 8

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Liens filed in June:

.

Liens removed in June: 1

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**Review balance sheet: tabled for another meeting**

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Projected net income for 2022

.

Approve budget for 2022

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**6. Bills paid (approval from Sandy via phone):**

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Chad Fikes lake biologist invoice #1165 for June 1 visit for \$350.00

.  
**7. Expenses for the Annual Blake Casbeer Kids Classic:**

.  
John for \$207.65 for trophies

.  
Andy, in the amount of \$212.28 for food and \$6.46 for ice

.  
Matt, for \$100.00 for three gift cards

.  
8. Transfer of property in June: none

9. Issues addressed in June: none

.  
Review the Annual Blake Casbeer Kids Classic: well planned and executed; good turnout; thank you to all volunteers who helped out, especially to Cecilia Zhou for keeping the record accurate;

.  
Tim Casbeer for making the kids that participated feel proud, and Eric Kelcher for cooling the attendees with his snow cones

Due to a schedule conflict, the Board has agreed to move monthly meetings to the first Tuesday of the month.

**Old Business:**

Discuss documents updated/revised by the Environmental Committee and the Rules Committee tabled for another meeting

Cypress Cove update: boardwalk construction is almost complete, and U-Haul has been removed (the \$30.00 will be taken off from the owner's account resulting in zero balance)

Rusdell canal area dredging project update: Jonathan surveyed with pictures, and the work will begin in September

Website restructuring update: no updates at this time

**Committee/Club Updates:**

Bass Club (president Rick Huffman):

•  
•  
Communications (chair John Mikalik)

•  
•  
Elections Committee (chair Iris Dillon)

•  
•  
Environmental Committee (co–chairs Greg Hoffmann  
and John Mikalik):

•  
tabled for another meeting update on two owners who  
initially did not respond to the first letter sent in May—  
a letter will be drafted by the Environmental Committee  
that will include bids to rectify issues; the owners will  
be charged the incurring cost; the owners will still have  
an opportunity to take care of the infractions  
themselves; if no response is forthcoming the ILA will  
pay for the work and bill the owners; in case of  
nonpayment, liens will be placed.

•  
•  
what is the status of the following documents:  
Environmental SOP; draft of the letter to the owners of  
seawalls/sunken docks; Shoreline Alteration Permit  
Application or Construction Permit Application (fee

\$50.00), members need to be informed they are required to go through this process;

·  
Cypress Cove Park reservation allowing alcohol beverage consumption is available on the ILA website and linked to John's ILA email account for approval/denial.

·  
Finance Committee (chair Sandy White)

·  
Park Committee (chair John Mikalik; security Steve Gonzalez)

·  
Rules Committee (chair Linda Mikalik): address the status of the Registration SOP document tabled for another meeting

·  
Social Committee (chair Ping Wang)

·  
Women's Club (chair Joanne Hoffmann)

·  
**Adjourned: 7:36 pm**

**Next Board Monthly Meeting:**

**When: August 2, 2022 — 7:00 pm**

**Where: 1323 Lakeshore Drive**

See Less

## Board of Directors

### August Meeting Minutes

Tuesday, August 9, 2022 — 7:00 pm

Call to order: 7:00 pm Monthly; Executive 8:26

Attendees: Matt Shelley, John Mikalik, Andy Jia, Sandy White (via phone), Hanna Beauchamp

Open to visitors: Steve Martin (member of the Rules Committee), Linda Mikalik (member of the Rules Committee), Julie Skotak (member of the Rules Committee), Cecilia Zhou (member of the Environmental and Rules Committees)

#### **New Business:**

1. July meeting minutes approved via email and posted on the ILA website.
2. Treasurer's financial update and discussion:
  - a. Review delinquent accounts
    - (a.i.1.a.i) Total accounts with outstanding balance: 30 members with outstanding YTD \$9,032.63
    - (a.i.1.a.ii) Current liens: 9

(a.i.1.a.iii) Liens filed in July: none

(a.i.1.a.iv) Liens removed in July: 1 needs to be released; and another release has been approved by the Board and its balance to be written off for Todd Knight (Matt made a motion, John seconded; motion passed unanimously); at this time, there is one property being sold without the title company, John will contact the broker to inform about transfer fee owed to ILA

b. Review balance sheet:

(a.i.1.a.v) Projected net income for 2022: negative cash flow \$ -60,625.34

(a.i.1.a.vi) Budget approval for 2022: Matt made a motion, and Andy seconded it. Motion passed unanimously.

### **3. Bills paid:**

a. Chad Fikes lake biologist invoice #1180 for one visit in July for \$350.00 approved via email

**4. Transfer of property in July: none**

**5. Issues addressed in July: none**

**6. City of Irving 2022–23 Neighborhood Grant**

**Application:** Sandy and Hanna will complete the

application to be submitted to the City by August 19, 2022

**7. Executive Meeting** following Regular Monthly Meeting open to Board members only; call to order 8:26 — adjourned 8:40

**Old Business:**

1. Discuss documents shared by the Rules Committee about rental properties. The Board will meet on August 16 to discuss tasks that a property management company could perform for ILA if to be hired, contingent upon rental fees generated from short-term and long-term rentals (see Committee/Club updates 2g)

2. Committee/Club Updates:

- a. Bass Club (president Rick Huffman):
- b. Communications (chair John Mikalik): no update on website restructuring
- c. Elections Committee (chair Iris Dillon)
- d. Environmental Committee (co-chairs Greg Hoffmann and John Mikalik): Currently, the Committee has no updates on either item

(i) update on two owners who initially did not respond to the first letter sent in May— a letter will be drafted by the Environmental Committee that will include bids to rectify issues; the owners will be charged the incurring cost; the owners will still have an opportunity to take care of the infractions themselves; if no response is forthcoming the ILA will pay for the work and bill the owners; in case of nonpayment, liens will be placed.

(ii) What is the status of the following documents: Environmental SOP; draft of the letter to the owners of seawalls/sunken docks; Shoreline Alteration Permit Application or Construction Permit Application (fee \$50.00). Members must be informed they must go through this process; Cypress Cove Park reservation allowing alcohol beverage consumption is available on the ILA website and linked to John's ILA email account for approval/denial.

e. Finance Committee (chair Sandy White)

f. Park Committee (chair John Mikalik; security Steve Gonzalez)

g. Rules Committee (chair Linda Mikalik): the status of the Registration SOP document is still pending review; the Committee shared three documents for discussion/revision: Rental Fee Proposal, Long Term Rental Letter, and Short Term Rental Letter. Presently there are over 50 rental properties on the Lake. Proposed annual fees are STR \$600 and LTR \$300 open for discussion to determine if those amounts are sufficient. Letters to rental property owners to be mailed in August 2022; invoices in January 2023. A suggestion was made to solicit legal opinion before implementing Rental Fees. The Board intends to enforce the Bylaws Article IV Section 2 and Article III, Section VII. Starting October 2022, STRs will be required to be registered with the city of Irving, and ILA's rental fees follow the same rationale. Discuss services a property management company provides, e.g., assistance with invoicing and tracking, collection of assessments and delinquent accounts, etc. Services are provided either as a package or a la carte, and the yearly cost is around \$15,000.00. The Board will meet on August 16 to discuss what tasks a property

management company would expect to take and meet with the Committee to discuss the wish list. The expense is to be covered by fees collected from rental properties and any money left over to be used to benefit the Lake. The hiring process would require soliciting three bids. The Committee and the Board will schedule a meeting to discuss the Rental Fee Proposal in detail.

h. Social Committee (chair Ping Wang):

i. Women's Club (chair Joanne Hoffmann)

Adjourned: Monthly 8:26 pm; Executive 8:40 pm

Next Board Monthly Meeting:

When: September 6, 2022 — 7:00 pm

Where: 1323 Lakeshore Drive

## Board of Directors

### September Meeting Minutes

Tuesday, September 6, 2022

Call to order: 7:00 pm.

**Attendees:** Matt Shelley, John Mikalik, Andy Jia, Sandy White, Hanna Beauchamp

**Open to visitors:** Ina Jackson, Chan Peter Kang, Jonathan Kirk, Steve Martin (member of the Rules Committee), Linda Mikalik (chair of the Rules Committee), Andrea Plachcinski (member of the Rules Committee), Ping Wang (chair of the Social Committee)

#### **New Business:**

1. Ina Jackson from 1515 Lakeshore voiced her concern about soil erosion on her property due to trash/debris collected behind the chain link gate installed by the ILA. She requests that the fence be removed. Following a discussion, the Board voted in her favor. John made a motion, Matt seconded, and the motion was approved unanimously. The chain link fence will be removed, the

area will be cleaned, and the damage repaired. The Board will solicit an estimate from Jonathan Kirk.

2. Chan Peter Kang from 2001 Pebblebrook presented a check for the \$200 transfer fee. The title company that handled the sale failed to contact ILA about dues and a transfer fee. The previous owner owned the ILA dues, but the Board decided not to collect the money from the new owner. Sandy obtained the name and phone number and will reach out to the title company to notify it of failing to do due diligence in handling the sale.

3. **Discussed Lake Vilbig's baskets:** Use social media (Facebook and ILA's website) to find residents who will empty them monthly and after each rain. This will be paid work. Anyone interested needs to contact the Board. If no interest is generated, the Board will revisit this issue.

4. **Plans for Lake Cleanup:** Try to have 1 or 2 more done in-house. If the numbers of volunteers are still low, revisit hiring help to accomplish this task. The lake must be cleaned twice a year to remove the trash. On average, about 1 ton is collected.

**5. Boats without numbers:** John has sold only two stickers this year. Remind them to comply with the ILA rules if a resident sees a boat/kayak with no sticker. There is many new watercraft with no numbers. Reach out to the landlords to get stickers for their renters. The sticker needs to be attached to the passenger side of the front of the boat. John will send out an updated list. Reminder no gas-powered boats are allowed on the lake. If noticed, take pictures and send them to the Board.

**6. August meeting minutes approved via email and posted on the ILA website.**

**7. Treasurer's financial update and discussion:**

a. Review delinquent accounts

(a.i.1.a.i) Total accounts with outstanding balance: 28  
members with outstanding YTD \$8,907.00

(a.i.1.a.ii) Current liens: 8

(a.i.1.a.iii) Liens filed in August: none

(iv) Liens removed in August: none

b. Review balance sheet: next meeting

**8. Bills paid:**

a. Chad Fikes lake biologist invoice #1190 for one visit in August for \$350.00 approved via email

**9. Refinance of property in August:** one; past dues collected. It has come to the Board's attention that there is a private sale of a property with special rights. Sandy will send a letter informing the owner that unless the balance is paid off, the ILA intends to file a lien. In addition, the property has a pontoon boat hanging and a falling dock. The pictures will be taken to be included with the letter that has already been drafted by Cecilia Zhou (member of the Environmental and Rules Committee).

**10. Issues addressed in August:** none

**11. City of Irving 2022–23 Neighborhood Grant**

**Application** was submitted to the City on August 18, 2022

**12. Sandy wants to call a meeting of the Finance Committee** to discuss using a local bank (not Fidelity) for deposits; maybe get a credit card.

**Old Business:**

1. The Board met on August 16 to discuss generating fees from short-term and long-term rentals and tasks that a property management company could perform for ILA. The decision was made to forgo collecting additional fees from rentals. Instead, the Board

proposes raising dues to \$200.00 for every property. The Board met with the Rules Committee on August 25 to share and discuss its decision. Near-term plan: start working on notices, ballots, and other documents necessary to call a meeting to vote on changing the annual assessment amount. In today's meeting, further discussion concerning the yearly assessment amount was agreed to go to \$250.00, as initially approved by the Finance Committee. If the membership supports, an attorney must draw an official document to be filed with the State.

Tasks to be accomplished: The Board will go over the documents initially drafted in 2020 (due to Covid, the plans to raise dues had to be aborted) and updated by Sandy. Sandy will share the documents via Google Docs with the Board and the Rules Committee. Sandy will print all the copies and labels and asks for assistance stuffing envelopes. Any changes to the notice, absentee ballot, and ballot must be made by Friday, September 9. John will make a reservation with the City for November 15 (November 17 if the location is unavailable) for the Garden and Arts Building at 906 S. Senter Road (the exact location of the Annual

Meeting in January 2022). The mailings need to be ready by the 10th. Matt will have a drop box at his house, and absentee ballots can be handed to any Board member or designee. Once absentee ballots are signed, they can be scanned and emailed. Absentee ballots will be available during the National Night Out event. Absentee ballots are to be turned in on or before October 5.

2. Update on the boardwalk and dredging by Jonathan Kirk: the boardwalk is just about to be completed, metal edging needs to be purchased, and Jonathan will get its cost for the Board's approval. If the boardwalk is stained, it must be seasoned for about  $\frac{1}{2}$  year. The walkway needs to be pressure washed and sealed.

Dredging: Jonathan solicited some info from professional engineers. The original date to commence the project was September, but due to weather conditions, it has been delayed.

3. **Finalize plans for National Night Out:** Cypress Cove Park 1800 Diamond Drive, October 4, 6 pm – 8 pm; John will advertise on social media; anyone can run a

booth to promote their business; anyone who lives in the neighborhood is invited. John registered with the City (the police and fire department asked); set up at 5 pm; hot dogs, buns, chips, and snow cones (Eric Kelcher – cost \$100.00). Mustard, ketchup, cookies, water. Some items are left over from the Annual Blake Casbeer Kids Classic. Matt will haul over his grill, and Eric will bring a generator to provide lighting. Bring absentee ballots to the event. The Social Committee will assist with organizing and running the event.

#### **4. Committee/Club Updates:**

- a. Bass Club (president Rick Huffman):
- b. Communications (chair John Mikalik): John made some corrections to the website; he will look into using Zelle for online payments
- c. Elections Committee (chair Iris Dillon)
- d. Environmental Committee (co–chairs Greg Hoffmann and John Mikalik): ongoing; John and Sandy will get together to send letters with current pictures of sunken boats and dilapidated docks. Copies of sent letters need to be kept on file for future reference.
  - (i) update on two owners who initially did not respond to the first letter sent in May— a note will be drafted by

the Environmental Committee that will include bids to rectify issues; the owners will be charged the incurring cost; the owners will still have an opportunity to take care of the infractions themselves; if no response is forthcoming the ILA will pay for the work and bill the owners; in case of nonpayment, liens will be placed.

(ii) needs to be addressed: the status of the following documents Environmental SOP; draft of the letter to the owners of seawalls/sunken docks; Shoreline Alteration Permit Application or Construction Permit Application (fee \$50.00). Members need to be informed they are required to go through this process.

e. Finance Committee (chair Sandy White)

f. Park Committee (chair John Mikalik; security Steve Gonzalez)

g. Rules Committee (chair Linda Mikalik):

h. Social Committee (chair Ping Wang): will assist with National Night Out

i. Women's Club (chair Joanne Hoffmann)

Adjourned: 8:58 pm

**Next Board Monthly Meeting:**

**When: Wednesday, October 5, 2022 — 7:00  
pm**

**Where: 1323 Lakeshore Drive**

## Board of Directors October Meeting Minutes

Wednesday, October 5, 2022  
Call to order: 7:00 pm.

**Attendees:** Matt Shelley, John Mikalik, Andy Jia, Sandy White (via phone)  
**Open to visitors:** Steve Martin (member of the Rules Committee), Linda Mikalik (chair of the Rules Committee), Cecelia Zhou Dusek (member of the Rules Committee)

### Old Business:

1. **National Night Out** was a huge success. It was held on Tuesday, October 4, 2022, at Cypress Cove Park. There were over 80 people in attendance who signed in and several more in attendance who did not sign in. Hotdogs, chips, and drinks were served, and snow cones were provided by Eric Kelcher. The Irving Fire Dept and the Irving Police and Code Enforcement came and showed their support also. Iris Dillon set up a table and many people signed up for the Great Flag Caper to be held in July to put flags along MacArthur and in our community, and several donations were received. Iris Dillon and Andrea Plachcinski provided prizes and several drawings were held.
2. **Letters and Ballots** - Since the letters and ballots for the dues assessment change that were mailed on September 16, 2022 have not yet been received by many residents, John Mikalik posted a notice on the Lake Vilbig Facebook page on October 5, that anyone who would like to receive an email with the letter and ballot can request one to be sent to them via email and provided several ways for them to be able to return their ballots.
3. **Bills** - There are a few bills that will be paid tomorrow once John Mikalik provides them to Matt Shelley for signature. There was discussion about the bill for Chad Fikes, Biologist. Sandy White approved the bill for \$350 for it to be paid tomorrow to Chad.
4. **Ina Jackson** - Discussion was held about Ina Jackson's concern about her soil erosion at her property on 1515 Lakeshore, and that Jonathan Kirk had visited her house and had cleaned up her area, repaired the damage and will send the ILA a bill for supplies purchased. Jonathan had indicated that it was about \$200 but we need him to give us an invoice so we can do a purchase authorization and pay the bill. Also discussed that Jonathan also needs to finalize and provide a bill for the Boardwalk completion and we will also pay that bill once the invoice is received.
5. **Past Dues Notices** - Discussed the members who have dues that are past due. John Mikalik stuffed the letters in envelopes and mailed the late notices for the past due bills on October 4, 2022. Sandy White suggested that for the ones that have late fees assessed that do not yet have liens applied to their properties that we send them a notice letter that will go out in their January bill statements

indicating that we will be putting liens on their homes in February 2023 if their past due amounts aren't paid by that time.

6. **Address Correction** - Discussed that a homeowner on Lakeway who's wife passed away last year had spoken with Sandy White and we will be removing her name from the property bill that he will be receiving in January.
7. **Trash Pickup Changes** - Matt Shelley discussed that the city of Irving had asked us to put up signs indicating about the new Trash pickup schedule, but since John Mikalik had already notified homeowners via Facebook and on the ILA website about the new trash pick-up days for the Lake area being on Mondays starting October 1, the board did not feel the need to put up signs for the city.
8. **Website Design** - John Mikalik discussed the bids that were obtained on the ILA website design and maintenance. Three bids were obtained from the following companies: Beauvais Designs, Firethorne Designs, and Let's Get Started. John Mikalik made a motion and Sandy White seconded it that we go with Firethorne Designs since they had the best website and was also the lowest bid. Matt Shelley and Andy both agreed, and the nomination was approved. John Mikalik will fill out a purchase authorization request and attach all three bids to it and then Sandy White will write a check. The WIX renewal is coming up end of this year and these bids work with WIX so we will be staying with WIX on the platform for the website.

#### **New Business:**

9. **2023 Grant Requests** – Matt Shelley reviewed the available grant request requirements from the City of Irving and there is \$800 available to apply for next year. The board will be applying for the grant by submitting expenses for printing supplies, meeting rooms, National Night Out and submit our request even if it is over the allotted grant amount. We can also submit the expenses that were for the maintenance and building of the new Boardwalk at the Park as part of the grant request and see if the city will allocate any grant towards that also.
10. **2023 Dues Assessment** - Discussed what we need to do since the notification letters and ballots that were mailed on September 16, 2022, have not yet been received by many homeowners. During the meeting, Cecilia Zhou modified the original letter and sent an email out to over 126 homeowners who we have their email addresses for and attached the letter and ballot for them to return via several means. Now they don't have to send an email requesting the letter and ballot since it was attached to their email, but we do not have emails for everyone on the lake. Also discussed sending out a new mailing to those who live off the lake and to those who have not provided their email address to the Board. John Mikalik will work on address labels and get the letters printed and ready to be sent out again to those homeowners.
11. **2023 Board Seats** – Discussed the Board Members seats that are up for re-election – There are 3 board seats that are up for reelection in 2023. The seat held by Andy Jia, John Mikalik, and Matt Shelley. Matt Shelley suggested that John Mikalik send out a notice to homeowners via Facebook and on the ILA Website notifying members about the upcoming seats and stating that if anyone wants to run for a position on the Board that they need to notify Iris Dillon who is

on the Election Committee that they want to run. Then there will be notification published indicating who has requested to run for the Board to fill the vacant seats.

12. **Boat Stickers** – John Mikalik recommended that the Board purchase additional boat stickers so that each boat will have a sticker on both sides of the boat making it easier for anyone to identify if the boat belongs on the lake instead of it just being on one side. John made a motion to purchase 300 stickers at a cost of \$543 which is a saving if we purchase 300 at a time, only \$1.81 each. Matt Shelley seconded the motion, and Sandy and Andy approved the purchase. John will submit a purchase authorization request and Sandy White will write a check for the purchase.
13. **Google Docs** - Cecilia Zhou sent out an email to all the Board members indicating the link to the Google Docs location and indicated the file name which should be used by the Board to keep track of all email addresses and home addresses as well as boat sticker assignments and trailer stickers. Cecilia has added a new column to that document to keep track of when people return their Absentee Ballot. This should be the only place this information is gathered and maintained making it easier to update and keep track of Lake information.

September meeting minutes were approved and posted to the ILA website.

Meeting Adjourned: 9:10 pm

**Next Board Monthly Meeting:**  
**When: Tuesday, November 1, 2022 - 7:00 pm**  
**Where: 1323 Lakeshore Drive**



P.O. Box 171111, Irving, Texas 75017-1111

• [www.lakevilbig.com](http://www.lakevilbig.com) • [ILA.Treasurer@gmail.com](mailto:ILA.Treasurer@gmail.com) • [ILA.Secretary@gmail.com](mailto:ILA.Secretary@gmail.com) •

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## Board of Directors November Meeting Minutes

### Monday, November 7, 2022 – 7:00 pm

**Call to order:** Monthly 7:00 pm; Executive 8:00

**Attendees:** Matt Shelley, John Mikalik, Andy Jia, Sandy White, Hanna Beauchamp

**Open to visitors:** Steve Martin (member of the Rules Committee), Linda Mikalik (chair of the Rules Committee); Cecilia Zhou (member of the Environmental and Rules Committees) via phone

### New Business:

1. October meeting minutes approved via email and posted on the ILA website.
2. Bills paid:
  - a. Chad Fikes lake biologist invoice #1217 for 1 visit in October in the amount of \$350.00
  - b. Jonathan Kirk miscellaneous jobs in the park in the amount of \$1020.00
  - c. John Mikalik reimbursed for labels, Website Fix, room rental for meeting 11/15/2022, boat tags in the amount of \$1172.82
  - d. Matt Shelley reimbursed for lake clean up in the amount of \$170.14
  - e. Sandy White reimbursed for office supplies in the amount of \$321.37
  - f. Andy Jia reimbursed for National Night Out in the amount of \$44.44
3. Porta Potty cleaning approved via email estimated amount of \$150.00
4. Treasurer's financial update and discussion:
  - a. Review delinquent accounts
    - (i) Total accounts with outstanding balance: 19 members with outstanding YTD \$8,435.00
    - (ii) Current liens: 8; one to be removed
    - (iii) Liens filed in October: none
    - (iv) Liens removed in October: none
  - b. Review balance sheet profit loss
5. Park maintenance: tree trimming and cutting down dead trees; safety hazard. John will solicit three bids for the job to be completed before the end of the year. The bids will be emailed to John, shared with the Board and approved via email. Following tree clean up, schedule a date to plant seedlings donated by the City and lake residents.
6. Discuss service provided by Chad Fikes: visits Feb. – Oct. one time a month; more as needed; his service is going up to \$425.00 per visit. Sandy made a motion to retain his services for 2023. Matt seconded. Motion passed unanimously. John will contact Chad to Invite him to attend a March meeting either via phone or in person.

### 2022 BOARD OF DIRECTORS

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7. Executive Meeting following Regular Monthly Meeting open to Board members only

**Old Business:**

1. Update from John Kirk via email concerning dredging: survey form submitted to the Corps of Engineers
2. Committee/Club Updates:
  - a. Bass Club (president Rick Huffman):
  - b. Communications (chair John Mikalik):
  - c. Elections Committee (chair Iris Dillon)
  - d. Environmental Committee (co-chairs Greg Hoffmann and John Mikalik):
  - e. Finance Committee (chair Sandy White)
  - f. Park Committee (chair John Mikalik; security Steve Gonzalez)
  - g. Rules Committee (chair Linda Mikalik): discussed updated documents from April; abbreviated ILA rules booklet for the homeowners – it has already approved by the Board, needs to be signed by the President, scanned, posted on the website; Rules of Lake Vilbig – Fines and Fees has been updated, will be shared in Google Docs for the Board to edit
  - h. Social Committee (chair Ping Wang):
  - i. Women's Club (chair Joanne Hoffmann)

**Adjourned:** Monthly 7:59 pm; Executive 9:30 pm

**Next ILA Meeting:**

When: Tuesday, November 15, 2022

Where: Garden and Arts Building at 906 S. Senter Rd., Irving or via Skype (more info provided by John Mikalik on social media)

Purpose: vote to change the amount of annual assessment

**Next Board Monthly Meeting:**

When: Tuesday, December 6, 2022 – 7:00 pm

Where: 1323 Lakeshore Drive

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**2022 BOARD OF DIRECTORS**

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## Board of Directors November Meeting Minutes Amended

### Monday, November 7, 2022 – 7:00 pm

**Call to order:** Monthly 7:00 pm; Executive 8:00

**Attendees:** Matt Shelley, John Mikalik, Andy Jia, Sandy White, Hanna Beauchamp

**Open to visitors:** Steve Martin (member of the Rules Committee), Linda Mikalik (chair of the Rules Committee); Cecilia Zhou (member of the Environmental and Rules Committees) via phone

### New Business:

1. October meeting minutes approved via email and posted on the ILA website.
2. Bills paid:
  - a. Chad Fikes lake biologist invoice #1217 for 1 visit in October in the amount of \$350.00
  - b. Jonathan Kirk miscellaneous jobs in the park in the amount of \$1020.00
  - c. John Mikalik reimbursed for labels, Website Fix, room rental for meeting 11/15/2022, boat tags in the amount of \$1172.82
  - d. Matt Shelley reimbursed for lake clean up in the amount of \$170.14
  - e. Sandy White reimbursed for office supplies in the amount of \$321.37
  - f. Andy Jia reimbursed for National Night Out in the amount of \$44.44
3. Porta Potty cleaning approved via email estimated amount of \$150.00
4. Treasurer's financial update and discussion:
  - a. Review delinquent accounts
    - (i) Total accounts with outstanding balance: 19 members with outstanding YTD \$8,435.00
    - (ii) Current liens: 8; one to be removed
    - (iii) Liens filed in October: none
    - (iv) Liens removed in October: none
  - b. Review balance sheet profit loss
5. Park maintenance: tree trimming and cutting down dead trees; safety hazard. John will solicit three bids for the job to be completed before the end of the year. The bids will be emailed to John, shared with the Board and approved via email. Following tree clean up, schedule a date to plant seedlings donated by the City and lake residents.
6. Discuss service provided by Chad Fikes: visits Feb. – Oct. one time a month; more as needed; his service is going up to \$425.00 per visit. Sandy made a motion to retain his services for 2023. Matt seconded. Motion passed unanimously. John will contact Chad to Invite him to attend a March meeting either via phone or in person.

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7. Executive Meeting following Regular Monthly Meeting open to Board members only  
Addendum: The Board discussed and finalized presentation for the special meeting scheduled for November 15, 2022, to increase dues. The Board requested to have Sandy White, ILA Treasurer, appear in person to present the financial statements of the ILA Board during the meeting with the membership and to explain why the dues increase was needed. This required that Sandy travels from St. Louis, MO, to Irving, TX, on short notice. Therefore, the Board unanimously approved the purchase of her airline tickets so she could address the membership in person.

#### **Old Business:**

1. Update from John Kirk via email concerning dredging: survey form submitted to the Corps of Engineers
2. Committee/Club Updates:
  - a. Bass Club (president Rick Huffman):
  - b. Communications (chair John Mikalik):
  - c. Elections Committee (chair Iris Dillon)
  - d. Environmental Committee (co-chairs Greg Hoffmann and John Mikalik):
  - e. Finance Committee (chair Sandy White)
  - f. Park Committee (chair John Mikalik; security Steve Gonzalez)
  - g. Rules Committee (chair Linda Mikalik): discussed updated documents from April; abbreviated ILA rules booklet for the homeowners – it has already approved by the Board, needs to be signed by the President, scanned, posted on the website; Rules of Lake Vilbig – Fines and Fees has been updated, will be shared in Google Docs for the Board to edit
  - h. Social Committee (chair Ping Wang):
  - i. Women's Club (chair Joanne Hoffmann)

**Adjourned:** Monthly 7:59 pm; Executive 9:30 pm

#### **Next ILA Meeting:**

When: Tuesday, November 15, 2022

Where: Garden and Arts Building at 906 S. Senter Rd., Irving or via Skype (more info provided by John Mikalik on social media)

Purpose: vote to change the amount of annual assessment

#### **Next Board Monthly Meeting:**

#### **2022 BOARD OF DIRECTORS**

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Irving Lake Association

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When: Tuesday, December 6, 2022 – 7:00 pm

Where: 1323 Lakeshore Drive

## 2022 BOARD OF DIRECTORS

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**ILA General Meeting to Raise Annual Dues  
November 15, 2022, 7:00 PM  
Garden and Arts Building, 906 S. Senter Road**

**Call to order:** 7:01

**Members in attendance:** 38

**Board members in attendance:** Matt Shelley, John Mikalik, Andy Jia, Sandy White, Hanna Beauchamp

**Election Committee:** Ann and Mathew Chittatil

152 proxies voted in absentee and onsite ballots: QUORUM REQUIREMENT WAS MET, however we did not have the required 66% approval for the proposal. (requires 144 “for” votes).

94 for

58 against

The meeting was called to approve raising the annual assessment from \$50.00 per lot set in 1979 by Centennial Homes to \$250.00.

Matt Shelley called the meeting to order, stated the purpose and outlined procedures to be followed.

Sandy White presented financial review. ILA works on cash basis; 18 accounts past due totaling over \$8400; 7 properties have liens. She covered balance sheets from 2017 to YTD 2022 discussing in detail income and expenses. For that period income exceeded expenses only in two years. One of which was 2021 when the Special Assessment was levied to cover previous losses. Some of significant expenses in 2020 were treatment for bushy pondweed, gravel for the park and trailer storage area, and tree trimming and removal. In 2022 the park bridge was refurbished, and a boardwalk installed over protruding roots. Proposed expenditures are dredging of Rusdell Channel in the near future and potentially other areas at a later date (the Board received quotes for dredging of limited areas of the lake in the range of \$55,000, \$126,000 to \$ 310,000), repair of T-dock, removal of old dock posts, tree trimming and removal of dead trees in Cypress Cove Park. Purpose of maintaining cash reserve was presented: use for future unanticipated expenses, use as working capital for unexpected events.

Time was allowed for the attendees to take pictures of the slides presented by the treasurer.

John Mikalik had boat stickers for sale and provided the second sticker free of charge for boat owners who already purchased them.

Discussion/Questions/Concerns from attendees:

1. Does the ILA apply for state and federal grants? Open to suggestions of any available grants. The only money it applies for is with the City of Irving.

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2. Are owners of sunken boats charged for their removal? The boats removed so far had no stickers identifying owners. If the owner is identified, the Board can and will charge to cover expenses of removal.
3. Can the ILA accept electronic payments? Currently, it's not possible. The Board is looking into changing banks and electronic payments may be an option.
4. What is a special assessment? A one-time amount approved by the Board for a specific purpose.
5. Why the amount of \$250.00? The amount of expenses won't be covered by that amount. However, the Board wants the amount to be acceptable and manageable and allow to pay back the reserve over time.
6. How does the ILA pursue collecting on past due accounts? Late fees are assessed, registered letters are sent, liens are filed. The Board doesn't sell the debt to any third party for collection.
7. Can the due date for assessment be changed from January? No late fees, no interest is added until the beginning of April. In addition to ease the burden of a one-time payment, the payment plan in 4 easy installments is available.
8. Can the assessment be raised incrementally over for example 4 years? A legal advice would need to be solicited to check if it's legal in the state of Texas.
9. Why keep the reserve in the amount of over \$200,000? This is for unanticipated expenses and ILA Bylaws require the same kind of approval as required for increasing dues, to decrease the reserve.
10. How to obtain financial statements for past years? Make an appointment with the President to review. If any copies are requested, there will be a charge per page.
11. What happens next since the increase of the annual assessment hasn't passed? It goes back to the Finance Committee and the Board.

Adjourned: 8:50 pm

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## Board of Directors December Meeting Minutes

**Tuesday, December 6, 2022 – 7:00 pm**

**Call to order:** 7:00 pm

**Attendees:** Matt Shelley, Andy Jia, Hanna Beauchamp

**Open to visitors:** Steve Martin (member of the Rules Committee)

### **New Business:**

1. November meeting minutes approved via email and posted on the ILA website.
2. Joint meeting the Finance Committee and the Board minutes approved via email and to be posted on the ILA website under the Finance Committee
3. Bills paid:
  - a. Reimbursed John Mikalik for a room rental with the City of Irving for the annual meeting for Jan. 12, 2023, in the amount of \$75.00
  - b. Reimbursed John Mikalik for payment made to Firethorne Designs (website) in the amount of \$257.00
  - c. Reimbursed Jackie Walker for Microsoft 360 for Treas Computer for 2020, 2021, 2022 (yearly \$75.76) in the amount of \$227.28
  - d. Reimbursed Sandy White for:
    - i. Arline ticket to present during November 15, 2022, Special Assessment Meeting in the amount of \$501.20 (Sandy has been out of state for an extended period due to personal reasons)
    - ii. Battery for Treasurer computer in the amount of \$25.09
    - iii. Backup drive for Treasurer computer in the amount of \$64.61
    - iv. Postage of 2023 member statements to President
    - v. Director and officers liability insurance starting January 10, 2023, in the amount of \$898.00
  - e. Website/domain up for renewal December 9, 2022, two-year cycle; Joel D'Souza's personal credit card is on file
4. Transfer of property in November: none
5. Lake inlets overflowing; cleaning of Rusdell baskets done infrequently; John contacted Jayce Proctor Drainage Program Specialist with the City; she will notify Traffic and Transportation Department to regularly sweep the area.
6. Tree removal bids for Cypress Cove  
John solicited three bids (\$3,700.00; \$3,500.00; \$2,300.00); the job awarded to Torres Total Tree Service for \$2300.00 and approved by the Board via email; the job has been done on December 5, 2022 to the ILA's satisfaction..
7. Tree planting in Cypress Cove planned to be completed by the end of December  
Andy will help Hanna plant the saplings she got on Arbor Day from the City.
8. Stuff envelopes for the annual meeting mailing: invoice, notice, special assessment letter, proxy; 7 past due accounts with lien filing warnings will be mailed certified return receipt requested by Treasurer

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### Old Business:

1. Committee/Club Updates:
  - a. Bass Club (president Rick Huffman):
  - b. Communications (chair John Mikalik):
  - c. Elections Committee (chair Iris Dillon)
  - d. Environmental Committee (co-chairs Greg Hoffmann and John Mikalik):
  - e. Finance Committee (chair Sandy White)
  - f. Park Committee (chair John Mikalik; security Steve Gonzalez)
  - g. Rules Committee (chair Linda Mikalik):
  - h. Social Committee (chair Ping Wang):
  - i. Women's Club (chair Joanne Hoffmann)

**Adjourned:** 7:30pm

Stuff envelopes for the annual meeting.

Assisted by: Bonnie Erwin, Suzie Griffin, Julie Grigsby, Eric and Kristina Kelcher, Persephone Shelley, Deborah Thornton, Cecilia Zhou

### Next Board Monthly Meeting:

When: Tuesday, January 3, 2023 – 7:00 pm

Where: 1323 Lakeshore Drive

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# This is "ILA NEWS" March 11, 2021

Updated: Apr 24, 2021



## **ILA Website gets New Face Lift**

The ILA, with much help and thanks to **Joel D'Souza**, is getting a new facelift. Much easier to get around with all the ILA News in one spot. Please feel free to sign up and stay up to date with all that's going on with the Residents, Bass Club, Women's Club, and all the Social events. It's not 100 % yet, but John Mikalik, Communications Chairman, says that it will be a great resource to the Vilbig Residents by mid-summer. Even the ILA Newsletter will be published on the new site, so

sign up if you want the ILA News.

<https://www.lakevilbig.com/>

### A Lake Vilbig Rule is Being Broken

It's been brought to the surface that this article is being broken by a few residents and needs to be stopped. If you run across a resident breaking this rule, please provide an address to the ILA Board with the date, time, and infraction. [ila.president2@gmail.com](mailto:ila.president2@gmail.com)

### Article VI Lot Owners

Section 5 Restrictions of Use:

(d) No Fishing apparatuses such as trout lines, "Yoyos," or nets, other than dip nets shall ever be allowed within the Lake Area. No unattended fishing apparatus shall be allowed.

**The Officers for the 2021 Vilbig Bass Club President –**

Rick Huffman Vice President – Pierce Johnston

Secretary – Julie Grigby Treasurer – Mark Grigsby

Tournament Director – Tim downs **The Next**

**Tournament this Saturday March 13 – Vilbig Bass Club**

Tournament – Pick Weigh-In – 12:00pm – Grigsby's

Dock

**Board of Directors March Meeting Minutes Monday,**

**March 2, 2021 — 6:00 pm** Call to order: 6:10 pm.

Attendees: Matt Shelley, Jennifer D'Souza, Hanna

Beauchamp, Sandy White, Ann Chittatil Open to visitors:

None Items for discussion: **New Business:**

.  
Bills to Pay:

.  
MS Office 365

.  
General Liability Insurance — watch for information.

.  
Sandy is still working on Fidelity accounts.

.  
PO Box payment – \$146.00. Sandy has made the payment for the year.

.  
**Financial update.**

.  
Delinquent accounts, balance sheet, P&L.

.  
I will review delinquent accounts next month.

Sandy will bring the balance sheet & P&L statement in April.

Upcoming expenses/2021 budget.

Sandy will schedule a Finance Committee meeting in March.

### **2020 Federal Tax Return — Greg's Email**

Sandy has information from Greg.

### **Boat Stickers**

I need a new owner for this record keeping.

Should be someone from the board since money is involved

Matt will own boat stickers.

Update to the ILA SOP for Boat and Trailer Numbering

Sandy will talk to Linda Mikalik (Rule's chairperson)

**ILA Park — New Chairperson is Kevin Stiegler**

Update to the ILA SOP for Park Use

Sandy will talk to Linda Mikalik (Rule's chairperson)

**Review Changes to ILA Website**

Email Joel to update the email addresses for board members.

URL: [LakeVilbig.com](http://LakeVilbig.com)

**Sandy & Matt Prefer Text Message Instead of Email for Urgent Communication.**

**Matt got a call from someone out fishing on the lake:**

Found three dead blue herons.

Be watchful — we may want to communicate that much of the lake's wildlife are protected species.

Mention to Chad — our lake biologist.

The Bass Club would like a space on the Lake Vilbig website.

ILA Board agrees; we can post a link to the Bass Club website and provide space for other information and announcements

**Old Business:**

**Committee Updates:**

Rules Committee. (Linda Mikalik Chair)

Social Committee. (John Mikalik Chair)

·  
·

Environmental Committee. (John Murazak Chair)

·  
·

Bass Club (Rick Huffman President)

·  
·

Park Committee. (John Mikalik Chair)

·  
·

Communications (John Mikalik Chair)

·  
·

Elections Committee (Iris Dillon Chair)

·  
·

Finance Committee (TBD Chair)

·  
·

Woman's Club (Joanne Hoffmann Chair)

·  
·

Adjourned: 6:59 pm Next Board Meeting: When: April 5,  
2021 — 6:00 pm Where: 1323 Lakeshore Drive

## ILA Board of Directors

Monday, April 6, 2021 — 6:00 pm

Call to order: 6:08 pm.

Attendees: Matt Shelley, Jennifer D'Souza, Hanna Beauchamp, Sandy White, Ann Chittatil

Open to visitors: Joe Goldsmith, Adarsh (AG) Gandhi & Ravi Mehta

Items for discussion:

New Business:

Bills to Pay:

MS Office 365 — Ann resent invoice to Sandy.

General Liability Insurance — this was paid and approved by the Finance Committee last week.

Chad Fikes — February Invoice; \$250.00 per visit.

Sandy could not open the invoice sent. She will call him tomorrow.

Website Redesign — Joel D'Souza will send an invoice for \$350.00.

Fee for change of address for the ILA Corporation.

2020 Federal Tax Return

Files are at the accountant's, but taxes have not been filed.

Sandy will follow up.

Review Changes to ILA Website

Next Steps to Raise the Annual Dues

ILA Board members to research bylaws before the next meeting.

## Review of 2021 ILA Calendar

Reviewed calendar in last ILA News

No changes are needed yet.

Lake Clean-Up — Scheduled for April 24th

Schedule for the week instead of one day (04/24 through 05/01)

Matt will meet with John Mikalik to work out details and communication.

Five Drains for Fencing

\$50.00 per drain labor fee

Materials are already purchased.

Jennifer will contact Tim Downs to start the work.

## Park Rental Procedures

If interested in renting the park, contact Kevin Stigler directly.

Contact Kevin at 972–313–5914

\$50.00 maintenance fee that is refundable if they clean up and leave the park as they found it.

Complete the park rental form.

Property Development behind PooPoo Lagoon

Joe – real estate broker representing the property owner.

Ravi – developer

AG – regional manager

Proposal for single–story hybrid rentals

85 rental units; approximately 9 units with shoreline & therefore access to the lake

6 ft fence around the property

Sandy suggested the owner walk the property because that lake area is not as desirable as others.

There are liability issues when people access the lake.

Currently zoned R6 — dictating square footage of each lot.

Long term holders; do not intend to build and sell

Rent equals \$1.75 per square ft or \$1200 to \$2000 per month, depending on size.

Detached garages

ILA wants to continue asking for a wall around the property and deny all residents access to the lake.

## Delinquent Accounts

Sandy will start sending them out with late fees included.

Over \$9,000 outstanding YTD.

Old Business:

Committee Updates:

Rules Committee. (Linda Mikalik Chair)

Social Committee. (John Mikalik Chair)

Environmental Committee. (John Murazak Chair)

Bass Club (Rick Huffman President)

Park Committee. (Kevin Stigler Chair)

Communications (John Mikalik Chair)

Elections Committee (Iris Dillon Chair)

Finance Committee (Sandy White Chair)

Woman's Club (Joanne Hoffmann Chair)

Adjourned: 7:20 pm

Next Board Meeting:

When: April 5, 2021 — 6:00 pm

Where: 1323 Lakeshore Drive

Board of Directors May Meeting Minutes Monday, May 3, 2021 — 6:00 pm Call to order: 6:07 pm Attendees: Matt Shelley, Jennifer D’Souza, Hanna Beauchamp, Sandy White Open to visitors: None Items for discussion: New Business:

.  
Bills to Pay

.  
MS Office 365 upgrade for secretary’s laptop — bill paid.

.  
Chad Fikes lake biologist — March/April invoices paid.

.  
Website Redesign — Joel D’Souza will send an invoice for \$350.00.

.  
Financial update

.  
a. Review delinquent accounts. (i) 39 members with about \$9,000.00 outstanding YTD (ii) Sandy will start sending notices with late fees included. b. Review balance sheet (iii) Projected net income of \$7,220.00 (iv) Approve budget for 2021; Matt made the motion; Jennifer seconded; motion passed unanimously.

.  
Discuss raising dues; Sandy will schedule the Finance Committee meeting.

.  
Lake Clean Up – rescheduled due to rains.

.  
a. The week of May 15 – 23; take pictures of trash picked up and send them to Matt or John Mikalik 5.

Lake Maintenance – invite Chad to one of the meetings to discuss the lake maintenance plan for the year. 6. Five Drains for Fencing – ongoing

.  
\$50.00 per drain labor fee.

.  
Materials are already purchased.

.  
Tim Downs started installing.

.  
Inspect the work once it is completed.

.  
**Old Business:** 1. Committee Updates:

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Rules Committee. (Linda Mikalik Chair)

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Social Committee. (John Mikalik Chair)

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Environmental Committee. (John Murazak Chair)

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Bass Club (Rick Huffman President)

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·  
Park Committee. (Kevin Stigler Chair)

·  
·  
Communications (John Mikalik Chair)

**2020 BOARD OF DIRECTORS Matt Shelley President**

214-673-2262 [ila.president2@gmail.com](mailto:ila.president2@gmail.com)

**Hanna Beauchamp Vice President 972-986-1242**

**Hannab20@yahoo.com Jennifer D'Souza Vice**

**President 214-707-2253**

**jennifer.lee.dsouza@gmail.com Sandy White Treasurer**

**214-763-9733 ILA.Treasurer@gmail.com Ann Chittatil**

**Secretary 214-755-1835 ILA.Secretary@gmail.com**

**P.O. Box 171111, Irving, Texas 75017-1111 •**

[www.lakevilbig.com](http://www.lakevilbig.com)

- [ILA.Treasurer@gmail.com](mailto:ILA.Treasurer@gmail.com)
- [ILA.Secretary@gmail.com](mailto:ILA.Secretary@gmail.com)

**Adjourned: 7:05 pm Next Board Meeting: When: June 7,  
2021 — 6:00 pm Where: 1323 Lakeshore Drive**

**Board of Directors**  
**June Meeting Minutes**

**Monday, June 7, 2021 — 6:00 pm**

**Call to order: 6:05 pm**

**Attendees: Matt Shelley, Hanna Beauchamp, Sandy White, Ann Chittatil**

**Open to visitors: Chad Fikes**

**Items for discussion:**

**New Business:**

**1. Bills to Pay:**

a. MS Office 365 – paid

b. Chad Fikes – May Invoice –approved and paid.

c. Jonathan Kirk – park maintenance. Needs to be paid.

**2. Financial update**

a. Delinquent accounts, balance sheet, P&L.

i. 36 delinquent accounts – statements with late fees and interest are going out today.

b. Upcoming expenses/2021 budget

**3. Lake Clean Up**

a. Thanks to all who participated.

**4. MS Office subscriptions – Ann will investigate further.**

**5. 2020 Income Taxes are now complete.**

## 6. Lake Maintenance — A Conversation with Chad

a. Chad Fikes can spray for water plants on shorelines for properties that want treatment.

- Invoicing would be on a personal basis.
- Approximately \$100 per treatment.
- Suggested 2 to 3 treatments per year (minimum two sprays but three is best).
- Only kill intrusive plants in front of docks & shoreline.
- Must be PREPAID!
- Contact anyone on the board if you want this treatment.
- Chad to establish a timeline. Best time to spray is late June, early July.
- Make check payable to ILA.
- Timeline June, July, August — two this year, next year three.
- Ann to draft something to include in next ILA Newsletter.

b. 2022 treatment funds due by May 15th. \$300.00 per home.

c. Chad provided overview of lake management:

- i. One visit per month November through February
- ii. \$250.00 per visit flat fee

iii. November – February: ensure lake can be enjoyed by everyone; fisherpeople, swimmers, volleyballers etc.

iv. Spray vegetation underneath the water

v. Scientific measurements such as PH, water clarity and temperature

vi. Bridge between ILA and Bass Club

1. What makes sense from a biologist standpoint so everyone can enjoy the lake.

2. Still some data needed, such as length of fish, for Chad's analysis. This is easy data to obtain during Bass Club tournaments and Kids Classic.

3. Fish stocking and recommendations with ILA Board approval

4. Monitor bird species that migrate on and off the lake.

5. Email Chad if we see large flocks of migratory birds such as sea gulls or pelicans.

6. When the lake was frozen the dark spots in the ice was most likely natural springs.

7. Monitor invasive plant growth in Spring and Summer.

There are not many invasive plants this year because we had depleted the seed base. Chara weed is an algae and cannot be killed in the same way as bushy

pond weed. Now the key is maintenance to make sure the bushy pond weed does not reappear.

8. Fall — can still have plant growth but most go dormant. Coots are good! They eat bugs.

7. Where Did All the Ducks Go?

a. Some ducks were injured badly in the freezing weather last winter. These ducks were taken to the Irving Feed Store where they were cared for and released on other City of Irving ponds and parks.

b. Jay Young and a couple others have been raising ducks and will be releasing them when they are old enough to be safe on the water.

c. A big thanks to all good stewards of the lake! If you have been missing the ducks you should begin to see flocks soon.

8. Dock Painting — Letter to Owner of Home

a. Ann to create a letter to the homeowner.

9. Electronic Waterboard — what are ILA rules?

a. All boatowners must be responsible for their own boats. If we are having heavy rain, please make sure you are pumping water out of your boat.

b. Any alterations to the land surrounding the ILA should be approved by the ILA Board before any work is done.

c. The electronic waterboard currently being used on Lake Vilbig is allowed today per the current ILA guidelines.

d. Be kind and mind your wake!

#### 10. July 4th Kids Classic

a. Matt will get with John Mikalik to ask if help is needed.

b. July 3rd 9:00am to noon

c. Sandy will create purchase authorization and meet with John Mikalik

#### 11. Update on Property Development

a. No recent update: no response since our last reply that ILA wants a wall around the property and no access to the lake.

#### **Old Business:**

1. Raising ILA Dues

2. Dredging Specific Areas of the Lake

a. Want a positive outcome for the overall lake.

b. Chad's thoughts:

i. Mother Nature wants to fill in all lakes.

- ii. Dredging buys time from the lake filling in
- iii. Dredging is expensive.
- iv. Removes muck that accumulates over a period of years.
- v. Much of this muck is happening on the north end of the lake around the canal and the double inlet pipe.
- vi. This muck and silt will eventually change the direction of the water coming in. This could impact the island.
- vii. Rake your leaves early – leaves decompose very slowly in the lake.
- viii. Dredging waste is a concern. Bags dry and then are cut open and dry, compacted material is removed and would remain somewhere on the lake. Bags are sent to landfill.

### 3. Committee Updates:

- a. Rules Committee. (Linda Mikalik Chair)
- b. Social Committee. (John Mikalik Chair)
- c. Environmental Committee. (John Murazak Chair)
- d. Bass Club (Tony Saltarski President)
- e. Park Committee. (John Mikalik Chair)
- f. Communications (John Mikalik Chair)

- g. Elections Committee (Iris Dillon Chair)
- h. Finance Committee (TBD Chair)
- i. Woman's Club (Joanne Hoffmann Chair)

**Adjourned: 8:02 pm**

**Next Board Meeting:**

When: July 12, 2021 — 6:00 pm

Where: 1323 Lakeshore Drive

**Board of Directors**  
**July Meeting Minutes**

Monday, July 12, 2021 — 6:00 pm

Call to order: 6:02 pm

Attendees: Matt Shelley, Jennifer D'Souza, Hanna Beauchamp, Sandy White, Ann Chittatil

Open to visitors: None

Items for discussion:

**New Business:**

1. Bills to Pay:

- a. Chad Fikes — June Invoice
- b. 2020 Income Taxes – \$325.00 due to Brorson & Associates. We owe \$0 tax in 2020.
- c. ILA Website — charges for domain and the website app. Invoices received so Sandy will process. Watch for email from Sandy to approve charges.

2. Financial Update

- a. Delinquent accounts, balance sheet, P&L.
  - i. 7 payments received since late notices were mailed.
  - ii. One returned check that ILA will address.
  - iii. Will send notices again in August.

b. Upcoming expenses/2021 budget

3. Next Steps to Raise the Annual Dues

- a. Review the rules documented in ILA Rules and Procedures. Hanna and Jennifer to review.
- b. Ann to write the letters.
- c. Notices should be sent before the meeting. October?
- d. Schedule a Finance Committee meeting. August 2nd?
- e. Need volunteers!

#### 4. July 4th Kids Classic

- a. The Kids Classic was a big success. There was a nice turn out and the kids enjoyed catching fish.

Thanks to all who volunteered.

5. Offer from Aldea Homes Inc to purchase 19.5 acres from the ILA. The section of land they are interested in is under water. We have responded to let them know the land they are interested in is in the lake.

#### 6. What Do We Send to New Owners on the lake?

- a. Check property location to see if they are members.
- b. If they were previously in the ILA they are still part of the ILA
- c. Send link to ILA website and ILA Board members

#### 7. Irving Fire Dept Training

- a. Matt to respond that we will allow them to come and train on Lake Vilbig

#### 8. City of Irving Grant Applications

- a. Applications are due August 1.
- b. Matt to contact Greg for help.
- 9. Jennifer to follow up with Tim Downs on the drain grates.
  - a. In April we agreed to pay \$50 for each grate installed.

### **Old Business:**

- 1. Committee Updates:
  - a. Rules Committee. (Linda Mikalik Chair)
  - b. Social Committee. (John Mikalik Chair)
  - c. Environmental Committee. (John Murazak Chair)
  - d. Bass Club (Tony Saltarski President)
  - e. Park Committee. (John Mikalik Chair)
  - f. Communications (John Mikalik Chair)
  - g. Elections Committee (Iris Dillon Chair)
  - h. Finance Committee (TBD Chair)
  - i. Woman's Club (Joanne Hoffmann Chair)

**Adjourned: 7:15 pm**

### **Next Board Meeting:**

When: August 2, 2021 — 6:00 pm

Where: 1323 Lakeshore Drive

**Board of Directors**  
**August Meeting Minutes**

Tuesday August 3, 2021 — 6:00 pm

Call to order: 6:06 pm

Attendees: Matt Shelley, Jennifer D'Souza, Hanna  
Beauchamp, Sandy White, Ann Chittatil

Open to visitors: None

Items for discussion:

**New Business:**

1. Bills to Pay

a. Park Maintenance/Mowing — payment made to  
Jonathan Kirk

i. The ILA prefers a monthly bill for mowing

2. Financial Update

a. Delinquent accounts, balance sheet, P&L

i. 26 properties still on the delinquent list

3. LakeVilbig.com

a. The new place to be in the know!

b. Register your User ID to request access

c. View planned events, ILA Newsletter, ILA BOD

Meeting Notes and more

4. Next Steps to Raise the Annual Dues

5. July 4th Kids Classic — Recap

- a. John Mikalik's Email — Matt will respond to John's email
- b. Proposal to move the tournament to a different weekend. Matt will speak with Tim Casebeer and Mike Groves.

#### 6. City of Irving Grant

- a. Deadline for submission is August 27th
- b. Print signature page and obtain ten signatures (Ann)
- c. Sandy will review and confirm 2021 expenses

#### 7. Anti-Virus Protection Renewal for Ann's Laptop

- a. Approved for purchase

#### 8. National Night Out

- a. Tuesday, October 5
- b. Hot dog cookout
- c. Advertise on Facebook/Lake Vilbig Residents, LakeVilbig.com, and neighborhood posters
- d. Mass text message to membership? Jennifer to research how to do this from the website.

#### 9. Fall Lake Clean Up

- a. Planned for September 18–24
- b. Round robin event all week
- c. Sign up for a specific lake area

#### 10. Thank you note from Nell Hunt

a. Sandy will ask John to scan it and put it in the newsletter

11. September 6th is Labor Day Holiday — Meet Tuesday, September 7th

**Old Business:**

1. Raising ILA Dues — Report from Jennifer & Hanna

About the Process:

a. Timeline:

b. By end of August

Mail 1st notice for 1st Meeting

Meet August 23rd (Monday)

Ann to draft the letter and send in time for printing

Matt to get with Greg to find out how he printed name and address on the letter

Or use mailing labels

c. Thursday, September 16th

i. –1st Meeting to discuss raising annual dues

d. (If not enough votes from 1st Meeting, will need to set up a 2nd Meeting which must be scheduled no more than 60 days after the 1st Meeting. Will need to send a notice to everyone for the 2nd Meeting – Deadline to mail notices out has a minimum of 10 days notice to everyone before the 2nd Meeting occurs)

- e. By end of September
- f. –Mail 2nd notice for 2nd Meeting (only if not enough votes received from 1st Meeting)
  
- g. Thursday, October 21st
- i. –2nd Meeting (only if not enough votes received from the 1st Meeting)
- h. 50% to make quorum
- i. TX law dictates a higher standard to vote for an increase in annual assessments
- i. Hanna will research

## 2. Dredging Specific Areas of the Lake

### 3. Committee Updates:

- a. Rules Committee. (Linda Mikalik Chair)
- b. Social Committee. (Jennifer D’Souza & Hanna Beauchamp Co–Chairs)
- c. Environmental Committee. (Open Position)
- d. Bass Club (Rick Huffman President)
- e. Park Committee. (Kevin Stiegler Chair)
- f. Communications (John Mikalik Chair)
- g. Elections Committee (Iris Dillon Chair)

h. Finance Committee (Sandy White Chair)

i. Woman's Club (Joanne Hoffmann Chair)

**Adjourned: 7:21 pm**

**Next Board Meeting:**

When: September 16, 2021 — 6:00 pm

Where: 1323 Lakeshore Drive

**Board of Directors**  
**September Meeting Minutes**

**Tuesday September 16, 2021 — 6:00 pm**

**Call to order: 6:02 pm**

**Attendees: Matt Shelley, Jennifer D'Souza, Hanna  
Beauchamp, Sandy White, Ann Chittatil**

**Open to visitors: None**

**Items for discussion:**

**New Business:**

**1. Bills to Pay:**

a. Chad Fikes — lake management

**2. Financial Update**

a. Reviewed Delinquent accounts (25), balance sheet,  
P&L.

b. Sandy to send third notice with late fees and  
interest.

c. Upcoming expenses/2021 budget

d. Finance Committee will join our meeting on October  
4

**3. National Night Out — October 5, from 6:00 to 8:00**

a. Registration due September 28

b. Jennifer will call John Mikalik for information about  
coordinating

- c. Jennifer will also contact our National Night Out representative with the Irving Police
  - d. Communicate to the ILA membership, via LakeVilbig.com
  - e. Come join us for hot dogs, chips, drinks, meet your neighbors etc. — Cypress Cove Park, 1800 Diamond Drive
4. Email from City of Irving — Day of Service Event
- a. University of Dallas students doing community service work at your household
  - b. Anyone who lives in Irving is eligible, regardless of income or age
  - c. Link will be shared on LakeVilbig.com for anyone who wants work done can sign up
  - d. The date of event is November 6th, sign up by October 8th.
5. Complaint about the Rusdell canal: stagnant water, lots of trash, etc.
- a. Something needs to be done to clean up the canal
  - b. There are households there who are not ILA members
  - c. ILA can hire someone to clean up the canal

d. Our bylaws state each homeowner is responsible for the upkeep of their property. If property is not in compliance, the ILA can step in to clean up the property at the homeowner's expense. (Article Six — Lot Owners).

## 6. Next Steps to Raise the Annual Dues

- a. For 2022 dues, add a special assessment
- b. Take steps next year to permanently raise the dues
- c. Matt will contact Greg Hoffmann again for name of the ILA attorney because we want to make sure we follow the law and follow procedure for the state of Texas

## 7. Fall Lake Clean Up

- a. Scheduled for September 25th through October 1st
- b. Take pictures of the trash gathered and send to an ILA board member
- c. There will be a trailer by the T-dock at the park to stack the trash on and it will be taken to the dump at the end of the week.
- d. Trash bags will be available at the park (also on the trailer)

## 8. City of Irving Grant

a. Grant application was submitted but we have not heard from the city yet.

9. Ann Chittatil has resigned from the ILA Board.

Therefore, there is an opening on the ILA Board. Ann currently held the ILA Secretary position.

Responsibilities of the secretary include meeting agendas and minutes, resale certificates, etc. If you are interested in serving on the ILA board, please contact any of the ILA Board members.

10. Installing Drain Covers

a. Reaching out again to Tim Downs

### **Old Business:**

1. Dredging Specific Areas of the Lake

2. Committee Updates:

a. Rules Committee. (Linda Mikalik Chair)

b. Social Committee. (Open Position)

c. Environmental Committee. (Open Position)

d. Bass Club (Rick Huffman President)

e. Park Committee. (Kevin Stiegler Chair)

f. Communications (John Mikalik Chair)

g. Elections Committee (Iris Dillon Chair)

h. Finance Committee (Sandy White Chair)

i. Meeting October 4

i. Woman's Club (Joanne Hoffmann Chair)

**Adjourned: 7:09 pm**

**Next Board Meeting:**

When: October 4, 2021 — 6:00 pm

Where: 1323 Lakeshore Drive

## October 2021 ILA Board Meeting Minutes

Monday October 4, 2021 — 6:00 pm

Call to order: 6:00 pm

Attendees: Matt Shelley, Jennifer D'Souza (via phone),  
Hanna Beauchamp, Sandy White

Open to visitors: none

Items for discussion:

### New Business:

1. Bills to Pay: invoices from Chad Fikes for August and September totaling \$750.
2. Financial Update
  - a. Delinquent accounts; letters for delinquent dues: 25 households, over \$8,000 outstanding YTD
  - b. Invoices for next year's dues: next meeting discuss budget for 2022 and up to date spending for 2021; generate invoices for the monthly meeting on January 3rd
3. Board openings
  - a. Secretary (Ann Chittatil resigned in September)
  - b. Vice President (Jennifer D'Souza stepping down before her term is up)
  - c. Find replacements to complete their terms through January 2023; post the openings on the ILA's website

4. Start planning the Annual Meeting to be held on second Thursday in January 2022
  - a. Contact Election Committee chair for the election process
  - b. Prepare proxy/ballot: two seats up for election (Sandra White and Hanna Beauchamp)
5. Fall Lake Clean Up update:
  - a. about 5 residents participated during the week of September 25 – October 1
  - b. spring Lake Clean Up consider going back to just one day
6. National Night Out update
  - a. funded by the city's grant
  - b. the police/fire dept. contacted to join the event
  - c. print info from Andrea Perez Irving Eyes on You Neighborhood Surveillance Area to have it available during the event; post on the ILA's website
  - d. refreshments (chips, cookies, water) have been purchased
  - e. set up at 4:30 pm
  - f. provide signup sheets for open board seats and committee chairs

7. The city of Irving grant update: approved for \$1550.00
8. Construction of multifamily units at 2300 – 2330 S. MacArthur Blvd. in progress
  - a. Sandra will contact council member Phil Riddle to obtain some info of its impact on the lake
9. Antivirus protection for the secretary's laptop expires 12/1/21: Hanna will get with Ann

### **Old Business:**

1. Committee Updates:
  - a. Rules Committee. (Linda Mikalik Chair)
  - b. Social Committee. (Open Position)
  - c. Environmental Committee. (Open Position) Screens for the inflow to the lake haven't been all installed yet; materials have been purchased; Matt will follow up with Tim Downs
  - d. Bass Club (Rick Huffman President)
  - e. Park Committee. (Kevin Stigler Chair)
  - f. Communications (Jennifer D'Souza and Hanna Beauchamp Co-chairs)
  - g. Elections Committee (Iris Dillon Chair)

h. Finance Committee (Sandy White Chair)

i. Woman's Club (Joanne Hoffmann Chair)

**Adjourned: 6:55**

**Next Board Meeting:**

When: November 1, 2021 — 6:00 pm

Where: 1323 Lakeshore Drive

## November 1, 2021 ILA Board of Directors Meeting

### Board of Directors with the Finance and Elections Committees

Call to order: 6:02 pm.

Attendees: Matt Shelley, Jennifer D'Souza (via phone),  
Hanna Beauchamp, Sandy White

Open to visitors: Prashant Bhardwaj, Mathew Chittatil,  
Iris Dillon, Ray Jeffrey, Andy Jia, Jonathan Kirk, Julie  
Skotak

Items for discussion:

New Business:

1. Bills to Pay: None

2. Financial Update Projected 2021

- Net income as of September 30 of \$16. 317.64

-

Special assessment for 2022: Sandy made a motion not to impose a special assessment; Matt seconded. Motion passed unanimously.

- 

### **3. Discuss the park's maintenance needs:**

- 

Ray and Matt will inspect the park and identify areas needing repair, e.g., wooden bridge, dock. Once a comprehensive plan is in place, solicit bids. Contact Andy to see if his contractor is interested in bidding.

- 

### **4. Identify dilapidated docks:**

- 

Notify the homeowners to remove or repair; if not, complainant removes by ILA and charges the owner; What are the steps in this process to stay within legal boundaries?

- 

### **5. Two homeowners are interested in rebuilding a dock:**

- 

That is part of the park; possible issue: since it's not on the homeowners' properties, they don't have the right to exclude other boats from docking.

-

## 6. Preparations for the annual meeting:

- Early January stuff envelopes;
- 
- Sandy will get the statements ready; print fliers to advertise board vacancies and post on the website;
- 
- Hanna is replacing Ann as secretary for the remainder of her term January 2023;
- 
- John is filling for Jennifer for the rest of her term January 2023;
- 
- Andy Jia candidate for the board;
- 
- Contact Iris to assist with the election process
- 

## 7. National Night Out held on October 5, 2021

### Participants:

- 28 adults and 8 children
- 
- IFD
- 
- IPD
-

## 8. Call for volunteers to serve on ILA's committees:

- Communications:

- •  
Elections:

- •  
Environmental:

- •  
Finance: Amy Johnston

- •  
Park:

- •  
Rules:

- •  
Social: Ping Wang

- •  
Woman's Club:

- 

## 8. Property Development behind PooPoo Lagoon:

- Call from Lund Realty representing a developer who hasn't viewed the property interested in a zoning change to build a restaurant and beauty parlor; ILA is opposed to any construction that doesn't provide a

solid wall separating the property from the lake due to liability concerns

- 

## 9. Dredging:

- 

Turn to the City of Irving for assistance (new contact person) and simultaneously make plans to go forward without its backing:

- 

Make a presentation to the City of Irving to see if it can assist in the dredging process; Sandra will contact the City.

- 

Jonathan and Prashant expressed interest in spearheading the dredging initiative. They are researching hydraulic pumping;

- 

Matt will make previous documents about dredging proposals available for review;

- 

Check on potential dredging restrictions;

- 

Prashant will share her contact marine engineer to set up a meeting.

-

## 10. Commercial loans:

- ILA members need to be paying their dues to obtain a loan;

- Funds to cover the expense would come from special assessment possibly over four years at \$250 per household

- Concern that due to lack of retaining walls on several properties' erosion is an ongoing process.

- The urgency to commit to dredging to preserve the lake's quality.

## 11. Communications:

- Simplify accessing the ILA Website; possibly remove groups for easy access:

- Joel (ILA webmaster) will check on it; many residents prefer receiving the emailed ILA newsletter;

- Check with John if it's feasible

## 12. ILA Yard of the month/Welcome basket:

- Do we want to revive those initiatives?

- If so, involve the Social Committee;

- Iris declared her assistance.

## Old Business:

### 1. Committee Updates:

- Rules Committee (Linda Mikalik Chair)

- Social Committee (Open Position)

- Environmental Committee (Open Position)

- Park Committee (Kevin Stiegler Chair)

- Communications (Jennifer D'Souza and Hanna  
Beauchamp Co–chairs)

- Elections Committee (Iris Dillon Chair)

- •

Finance Committee (Sandy White Chair)

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·

Woman's Club (Joanne Hoffmann Chair)

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Adjourned: 8:15 pm

**Next Board Meeting:**

**When: December 6, 2021 — 6:00 pm**

**Where: 1323 Lakeshore Drive**

## December Board of Directors Meeting

Monday, December 6, 2021 — 6:00 pm

Call to order: 6:10 pm.

Attendees: Matt Shelley, Jennifer D'Souza, Sandy White,  
Hanna Beauchamp

Open to visitors: Mathew Chittatil, Greg Hoffmann,  
Jonathan Kirk, Andy Jia, John Mikalik, Ping Wang

Items for discussion:

**New Business:**

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Bills to Pay:

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Chad Fikes Fisheries Biologist November visit \$250.00

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Jonathan Kirk August — October moving and trailer  
moving \$760.00

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Financial Update:

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## Liens in January

Preparations for an annual meeting January 13, 2022:  
John will make calls to secure location, Sandy will prepare statements and review city grant potential charges and timelines for printing to compare printing prices, Hanna will draft documents, the board will review the documents, Jennifer and Hanna will print copies, the board and volunteers will stuff envelopes

Update from Matt and Sandy after a zoom meeting with the developer concerning construction at 2800 South Macarthur: the developer was to send overhead pics of the site and the plans. Additionally, Sandy obtained the person at the city of Irving to determine when inspections are done. Greg Hoffman stated that the construction does not affect the lake's drainage and says it will not impede it.

Discuss park's maintenance/improvement needs: put reflectors by the dock to facilitate boat backing out, stain the bridge; the board will inspect the park on Saturday, December 11

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Dredging update: Jonathan contacted the US Army Corps of engineers required to submit a detailed plan to get jurisdictional determination that our program complies and qualifies with "National Permit 16", which in essence is no permit required, discussion about different dredging methods (hydro raking, hydraulic dredging) and costs (\$6.00 – \$15.00 per cubic yard); locate previous dredging proposals and get current estimates; necessity for erosion control by placing sediment bags since some areas have no sea wall; continue the discussion during future board meeting until a definite plan of action is achieved

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Rental property identified with numerous items left sunk in the lake; notify the homeowner to remove

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Review and edit of the flier to be hand-delivered to ILA members: no need for the flier since annual meeting notices will be printed this week and mailed ASAP

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**Old Business:**

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Committee Updates:

Rules Committee (Linda Mikalik Chair)

Social Committee (Ping Wang Chair)

Environmental Committee (Jerry Skotak Chair)

Park Committee (Kevin Stiegler Chair)

Communications (John Mikalik)

Elections Committee (Iris Dillon Chair)

Finance Committee (Sandy White Chair)

Woman's Club (Joanne Hoffmann Chair)

**Adjourned:** 7:45 pm

**Next Board Meeting:**

**When:** January 10, 2021 — 6:00 pm

**Where:** 1323 Lakeshore Drive



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**Board of Directors  
January Meeting Minutes**

**Monday, January 6, 2020 – 6:00 pm**

**Call to order: 6:10 pm**

**Attendees: John Mikalik, Ann Chittatil, Hanna Beauchamp, Jackie Walker, Greg Hoffmann**

**Open to visitors: Janna Way-Silvey**

**Items for discussion:**

**New Business:**

1. Bills to Pay:
  - a. PC virus protection
  - b. D&O Insurance
  - c. County and IISD taxes
  - d. Annual Meeting costs
2. Financial update:
  - a. QuickBooks upgrade – completed in 2019
  - b. Yearend financial statements
  - c. Delinquent accounts, balance sheet, P&L – reviewed updated reports; 13 delinquent accounts remaining for 2019
  - d. Upcoming expenses/2020 budget – very similar to 2019
3. Annual meeting: January 9, 2020 – 7:00 pm items:
  - a. Elections Committee for the meeting to count ballots and sign in – Iris, Jackie and Joanne to help count ballots
  - b. Yearend review – Greg sent copies for our review
  - c. Raising the annual dues or Special Assessments
  - d. Environmental issues – dredging discussion
  - e. Boat stickers - \$5 per sticker
  - f. Continue aquatic management with biologist
4. Proposed New Housing Development on Lake Vilbig
  - a. MHP Region 3 – Lake Vista Apartment Community
  - b. 1929 South MacArthur
  - c. Residential community for seniors
  - d. 12 units per acre/120 units total
  - e. Will mention at the Annual meeting Thursday night

**Old Business:**

1. Committee Updates:
  - a. Rules Committee. (Linda Mikalik Chair) – We need to go over the committee recommendations and resolve open issues.
  - b. Social Committee. (John Mikalik Chair)
  - c. Environmental Committee. (John Murazak Chair)

**2019 BOARD OF DIRECTORS**

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<b>Greg Hoffmann</b> President 972-790-6805 <a href="mailto:Greg.hoffmann@verizon.net">Greg.hoffmann@verizon.net</a>	<b>John Mikalik</b> Vice President 972-849-3267 <a href="mailto:jrm0144@gmail.com">jrm0144@gmail.com</a>	<b>Ann Chittatil</b> Secretary 214-755-1835 <a href="mailto:annchittatil@gmail.com">annchittatil@gmail.com</a>	<b>Jackie Walker</b> Treasurer 972-533-4839 <a href="mailto:ila.treasurer@gmail.com">ila.treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Vice President 972-986-1242 <a href="mailto:Hannab20@yahoo.com">Hannab20@yahoo.com</a>
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- d. Bass Club (Tony Saltarski President) Meeting Tuesday 01/07/2020
- e. Park Committee. (John Mikalik Chair)
- f. Communications (John Mikalik Chair)
- g. Elections Committee (Iris Dillon Chair)
- h. Finance Committee (Jackie Walker Chair)
- i. Woman's Club (Iris Dillon & Joanne Hoffmann)

**Adjourned: 7:21 pm**

**Next Board Meeting:**

Annual meeting: January 9, 2020 – 7:00 pm

When: February 3, 2020 – 6:00 pm

Where: 1204 Garden Terrace Drive

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## 2019 BOARD OF DIRECTORS

<b>Greg Hoffmann</b> President 972-790-6805 <a href="mailto:Greg.hoffmann@verizon.net">Greg.hoffmann@verizon.net</a>	<b>John Mikalik</b> Vice President 972-849-3267 <a href="mailto:jrm0144@gmail.com">jrm0144@gmail.com</a>	<b>Ann Chittatil</b> Secretary 214-755-1835 <a href="mailto:annchittatil@gmail.com">annchittatil@gmail.com</a>	<b>Jackie Walker</b> Treasurer 972-533-4839 <a href="mailto:ila.treasurer@gmail.com">ila.treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Vice President 972-986-1242 <a href="mailto:Hannab20@yahoo.com">Hannab20@yahoo.com</a>
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Board of Directors  
Monday, January 4, 2020, Meeting Minutes

Attendees: John Mikalik, Ann Chittatil, Hanna  
Beauchamp, Greg Hoffmann Sandra White.

Visitors: Jennifer D'Souza, Matt Shelley

Call to order: 6:06 pm

Items for discussion:

New Business:

Bills to Pay:

Lake Maintenance for December (approved via  
emails)

Annual meeting costs (approved via emails)

D&O Insurance – approved with signatures

Property & School Taxes – all approved with  
signatures

Financial update

Delinquent accounts, balance sheet, P&L

Ten outstanding accounts; five with liens; 1 lien  
pending release

Year-End Financial summary

Year-end assets are down by 1.5%

Upcoming expenses – General Liability Insurance due in April and small fees for website upgrade and maintenance

2021 budget. Need Finance Committee meeting for budget

Allocations based on 2020 expenses

Preparations for the annual meeting – January 14th at 7 pm via Zoom

Review the procedure and flow for the annual meeting

Need elections committee to tabulate the vote (Proxies). To be done at the Corporate headquarters (currently 1204 Garden Terrace Drive). ILA Board will meet at Greg's house along with the Elections Committee.

Greg will prepare the official documents needed for the meeting

Increase to the annual assessment to be Proposed at Annual Meeting with vote via mail. Bylaw, 66 2/3 % of the membership must approve the increase.

Update of the Membership survey responses.

Ann will compile survey results.

Results to be shared at Annual Meeting

Update on the web site improvements and social media apps

The website will be complete this week

Board will review via Zoom

Open discussion

The ILA received a Charitable Contribution email

Someone on the lake would like to make a charitable donation to help others on the lake who are struggling to pay their annual dues

Board recommended we wait until the end of the month to identify those who have not paid 2021 dues.

Purchase two 2-terabyte external backup drives for ILA laptops

ILA needs to create a contact list

Greg averages 20 hours per week doing ILA work. Greg recommends finding one person to do all the

bookkeeping and account reconciliation for continuity.

Set up an email address for ILA President and both VP's.

Change all personal email addresses to ILA email addresses and use them exclusively for ILA business only.

Greg handed out the ILA handbooks.

Old Business:

Committee Updates:

Rules Committee (Linda Mikalik Chair) – need to establish fines and penalties.

Social Committee (John Mikalik Chair)  
Environmental Committee (Jerry Skotak)

Bass Club (Tony Saltarski President)

Park Committee (John Mikalik Chair)

Communications (John Mikalik Chair) – updated as above.

Elections Committee (Iris Dillon Chair) – need to verify availability to meet.

Finance Committee (Sandy White). - need to go over finances and budget for 2021.

Woman's Club (Joanne Hoffmann Chair)

Adjourned: 8:00 pm

Next Board Meeting:

When: Jan 14, 2021 – 7:00 pm - Annual Meeting of Members

Where: Greg's House

ILA Annual Meeting Minute Thursday, January 9, 2020,  
7:00 PM Call to Order: 7:05 pm. 37 members  
representing 27 households in attendance 119 of 123  
(or 56%) member households were represented 116  
proxies voted; 2 ballot votes at the meeting; 1 ballot  
abstained Irving Lake Association, Inc. Status Report

- Currently includes 213–member lots. Full membership  
231 lots.

- Currently have 18 non–member lots (including 1 on  
Katelyn Court and Nguyen’s Farm).

- Currently, we have 15 delinquent members over 1 year  
behind.

- We have Liens placed on 7 properties. We have 8  
potential liens for this year.

- **Highlights from 2019**

- Held 2 lake cleanups removed ~5 tons of trash, a  
reduction from prior years.

- •

Sponsored the annual Blake Casbeer kid's fishing tournament in July.

•  
•

Sponsored and participated in the Great Flag Caper.

•  
•

Sponsored and participated in Neighborhood Watch Program.

•  
•

Sponsored annual National Night Out for the surrounding community, not just the ILA.

•  
•

Sponsored Neighbor Helping Neighbor program assisting our neighbors in need.

•  
•

Continued support of Bass Club with the aquatic management issue for the lake.

•  
•

Supported and helped sponsor the Ladies of the Lake women's group for Lake Vilbig.

•  
•

Continued the aquatic management program for the lake with our contracted biologist.

•  
•

Added more memorial trees to the memorial garden and Cypress Cove park.

•  
•

Received City of Irving Grant for ILA projects again this year, albeit a lesser amount.

•  
•

Worked with the City on various Code issues and storm/lake drain issues.

•

**Outstanding members** who unselfishly supported the ILA:

•

Andrea Plachcinski for continuing to lead the Neighborhood watch program.

•  
•

Mike Grove, Tim Casbeer, and John Mikalik for the Blake Casbeer Kid's tournament.

•  
•

The Rules Committee (Linda Mikalik, Julie Skotak, Andrea Plachcinski, Steve Martin, Rose Stoneburner)

•  
•

The Finance Committee (Jackie Walker, Sandy White, Peggy Tackett, Sherry Huse)

•  
•

John Mikalik and company for the Neighbor Helping Neighbor program.

•  
•

Jonathan Kirk for maintenance of the park and trailer storage area.

•

Thanks to the current board and their spouses.

•

## ILA plans, needs, and goals for 2019

•

Initiate a boat identification program with stickers required for all member boats.

•

\$5 for each reflective, weather-proof sticker

•

All boats (boats, kayaks, paddleboats) will need a sticker

•

Discussion regarding guests who bring their kayak to the lake.

•

Attendees feel this should be allowed. What about people who don't own a boat but have friends that want to bring a boat in? Can the ILA allow guest tag or stickers that allows temporary entry to the lake that the homeowner can get from the BOD?

•

Include instructions for steps to clean your boat after it's been on a different lake to avoid transferring invasive plants and animals to Lake Vilbig.

•

Non-members that are also non-guests (i.e., trespassers) are a liability issue for ILA.

•

We discussed the need for additional No Trespassing signage around the lake.

•

Non Members have been come in through the parking area and off Lakeway Drive near the Ratterree Center. The sign in these areas needs to be repaired and/or replaced.

•

Expand the memorial garden at Cypress Cove Park.

•

Reduce delinquent accounts and annex the last remaining non-members.

•

Continue aquatic management for the lake.

•

Move forward with dredging areas of the lake.

•

Gather additional bids

- 
- 

The suggestion was made that homeowners that do not have retaining walls commit to building them.

- 
- 

Proposed dredging areas include; NE end Rusdell canal, the South end of Rusdell, the Fishbowl – 1400 block Lakeshore.

- 
- 

Dredging the Rusdell canal will improve the overall health of the lake and improve the canal area.

- 
- 

How do we pay for the things the lake needs?

- 

**We don't want to deplete our savings;** we need to keep capital reserves that generate interest income and are available in an emergency.

- 

There have been no dues increase since 1979

- 
- 

Proposed raising annual dues to \$200 per year

- 
- 

67% of the membership must vote to approve an increase in dues

- 
- 

54 homes are rentals (25%)

- 
-

If the membership does not approve dues increase, ILA Board can do a special assessment.

•  
•

Obtain a loan for dredging and additional maintenance

•  
•

Increase member participation

•  
•

Active membership is aging

•  
•

Need new volunteers

•  
•

Looking at alternate methods of getting things done since volunteerism isn't working

•  
•

The ILA needs your help and expertise!

•  
•

Volunteers for committees: Finance, Rules, Social, Park, Environmental, Bass, Ladies on the Lake

•  
•

Reviewed ILA Balance Sheet and Profit & Loss Statement

•  
•

Moved ILA bank accounts from Hillcrest Bank to Fidelity Investment

•  
•

Invested capital reserves in laddered CDs

- **Voting Results:** 118 total ballots and proxies Janna Way–Silvey 104 Hannah Beauchamp 110 Jon Griffin 1 Brandon Wooddell 1 John Mikalik 2 Greg Hoffmann 2

### **Additional Discussion Items**

- Lake sponsored activities

- •  
Need volunteers to help install gate guards on the lakeside inlets to stop trash coming in.

- •  
33 drains coming into the lake

- •  
Create a map of drains so volunteers can install and keep clean

- •  
Need volunteers to adopt inlet to keep the lake clean

- •  
Adopt a Grate program!

- •  
City permit needed for all docks & seawalls with BOD approval, including maintenance and repair.

- •  
Notify the Board of anything being placed in the park and maintain your trailer if in the park.

•  
•

Notice regarding Low Income Multifamily Development from MHP Region III LLC (based in Miami)

•  
•

Wants to build a 120 unit apartment complex for low-income seniors Intersection of MacArthur and Oakdale 10 acres of land Submitted request to the Texas Housing & Community Affairs for 9% housing tax credit Property backs up to the nature area the park.

•  
•

Greg has contacted Councilman Phil Riddle at City Hall.

•  
•

John will publish in the newsletter and social media

•  
•

Property is not currently annexed or part of the ILA

•  
•

Watch for zoning change notification

•  
•

Bass Club Banquet is on February 15th at 2:00 pm. You don't have to be a member to attend. Come out, meet your neighbors, and have some fun!

•  
•

Ladies of the Lake is the newest committee. Fun activities are being planned.

- 

Crime Watch meeting is being planned. We can get a room at the library. Open meeting to everyone in our crime beat.

- 

Lake Vilbig Communications and Social Media:

- 

Newsletter

- 

NextDoor

- 

Facebook

- 

lakevilbig.com

-



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**Board of Directors  
February Meeting Minutes**

**Tuesday, February 4, 2020 – 6:00 pm**

**Call to order: 6:05 pm**

**Attendees: John Mikalik, Ann Chittatil, Hanna Beauchamp, Janna Way-Silvey, Greg Hoffmann**

**Open to visitors: Tim Downs, Rick Huffman, Tony Saltarski**

**Items for discussion:**

**New Business:**

1. Vote on Board member positions
  - a. John motioned to nominate Greg as president and other offices as listed below. Ann seconded. Motion pass unanimously.
  - b. President – Greg Hoffmann
  - c. Vice President – John Mikalik
  - d. Vice President – Hanna Beauchamp
  - e. Treasurer –Janna Way-Silvey
  - f. Secretary – Ann Chittatil
2. Bass Club survey and stocking proposal
  - a. Rick Huffman explained the Bass Club plans for lake stocking this year.
  - b. American Sportsfish will continue to partner with the Bass Club.
  - c. \$2,500 for fish stocking – late May or June
  - d. Electroshock survey. Shock survey is on a five year rotation and 2020 is the year. Tim Downs has done research for competitive prices. American Sportsfish will do the shock survey for \$850 plus a \$75 service fee. This about ½ the cost from 5 years ago. Rick has committed to American Sportsfish to do the survey. The Bass Club is requesting the ILA to pay half. The survey will be done on a Saturday. Possible dates are March 21, March 28, April 18, or April 25.
  - e. John made a motion that the ILA pay for half of the shock survey and if the bass club runs short ILA will pay the difference. Janna seconded. Motion passed unanimously.
  - f. Additional fish habitats – could the ILA help fund additional habitats on a smaller scale than the past project. Bass Club would like some professional help regarding the design of the habitat for the desired location and outcomes. ILA would like more information regarding the actual costs. Tabled pending additional information on costs.
  - g. The Bass Club will have American Sportsfish collect fin and scale samples to determine genetics, age, and diet of the bass. Could this be done at the same time as the electrical shocking?
  - h. ILA asked Bass Club if they would like to do a fish fry or crawfish boil this year. Bass Club would like to invite the Irving PD and or FD to join a fishing tournament this year.

**2020 BOARD OF DIRECTORS**

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<b>Greg Hoffmann</b>	<b>John Mikalik</b>	<b>Ann Chittatil</b>	<b>Janna Way-Silvey</b>	<b>Hanna Beauchamp</b>
972-790-6805	972-849-3267	214-755-1835	817-600-0672	972-986-1242
<a href="mailto:Greg.hoffmann@verizon.net">Greg.hoffmann@verizon.net</a>	<a href="mailto:jrm0144@gmail.com">jrm0144@gmail.com</a>	<a href="mailto:annchittatil@gmail.com">annchittatil@gmail.com</a>	<a href="mailto:wayjanna24@gmail.com">wayjanna24@gmail.com</a>	<a href="mailto:Hannab20@yahoo.com">Hannab20@yahoo.com</a>



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- i. Bass Club extends their appreciation for all the ILA does for the Bass Club.
3. Bills to Pay:
  - a. Trend Micro PC virus protection
  - b. Annual meeting hall rental
  - c. Wrist bands for guest boating activities
  - d. County and IISD taxes - paid last week
4. Financial update:
  - a. Resolution to remove Jackie Walker from the Fidelity accounts and add Janna Way-Silvey.
    - i. Greg motioned that Jackie be removed from the Fidelity accounts and add Janna. John seconded. Motion pass unanimously.
  - b. Deposits
    - i. Money Order – return to sender. Fidelity will not accept money orders. John will get the money orders back to the senders. ILA will accept cash instead if needed.
  - c. Yearend financial statement sent to tax accountant
    - i. Should have tax return back soon
    - ii. ILA will show a loss again for 2019
  - d. Upcoming expenses/2020 budget
    - i. Bass Club
    - ii. Women’s Club
    - iii. Lake Management - \$10,000 to \$12,000 for 2020
    - iv. Social Committee – approximately same budget as 2019
  - e. Raising the Annual Dues or Special Assessments
    - i. Need Finance meeting – Feb 10 at 6:00 pm at Greg’s house
  - f. GL Insurance update
    - i. Sent verification form – changed number of units to 213
  - g. Tony recommended revising the ILA Financial Investment Policy statement to be more in line with the investments the ILA is actually making. (Change from moderate risk to conservative).
5. Boat Stickers and guest bracelets:
  - a. Policy and procedure – Rules Committee wrote policy and procedure. All boats and any flotation device over 4 ft. long should have a sticker. Greg will forward the Rules Committee document.
  - b. Distribution process – tabled pending separate meeting to give board time to review the Rules Committee document.
  - c. Stickers and wristbands have been purchased
  - d. \$5 per sticker; one sticker per boat
6. Proposed New Housing Development near Lake Vilbig
  - a. Proposal submitted for two properties. One that backs up to the ILA park. The other location is across MacArthur from Isle Drive. The location that

## **2020 BOARD OF DIRECTORS**

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backs up to the ILA park has been pulled due to feedback from City of Irving officials.

- b. The location across MacArthur from Isle Dr is proposed to have between 85 and 100 low income apartments: 30 – 1 bedroom, 42 – 2 bedrooms, 12 – 3 bedrooms

#### Old Business:

##### 1. Committee Updates:

- a. Rules Committee. (Linda Mikalik Chair) – **Need to go over the committee open items – 02/18/2020 at 6:00 pm at Greg’s house.**
- b. Social Committee (John Mikalik Chair)
- c. Environmental Committee. (John Murazak Chair) **Need meeting/Need chair**
- d. Bass Club (Tony Saltarski President)
- e. Park Committee (John Mikalik Chair)
- f. Communications (John Mikalik Chair)
- g. Elections Committee (Iris Dillon Chair)
- h. Finance Committee (TBD Chair) **Need meeting – 02/10/2020 at 6:00 pm**
- i. Women’s Club (Joanne Hoffmann Chair)

**Adjourned: 7:35 pm**

#### Next Board Meeting:

When: March 2, 2020 – 6:00 pm

Where: 1204 Garden Terrace Drive

Finance Committee meeting Feb 10 at 6:00 pm at 1204 Garden Terrace Drive

BOD Boating policy review Feb 18 at 6:00 pm at 1204 Garden Terrace Drive

### 2020 BOARD OF DIRECTORS

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## Board of Directors

### February 18 2020 Meeting Minutes

Tuesday, February 18, 2020 – 6:00 pm

Call to order: 6:10

Attendees: John Mikalik, Ann Chittatil, Hanna Beauchamp, Jana Way-Silvey, Greg Hoffmann

Open to visitors: Linda Mikalik, Peggy Tackett

Items for discussion:

#### New Business:

1. Prepare assessment change informational meeting notices for mailing tomorrow.
2. Review ILA policies:
  - a. Boat Registration – Hanna motioned to adopt, John seconded, approved unanimously.
  - b. Boat Trailer - Hanna motioned to adopt, John seconded, approved unanimously.
  - c. Rule7s Committee - Hanna motioned to adopt, John seconded, approved unanimously.
  - d. Finance Committee - Hanna motioned to adopt, John seconded, approved unanimously.
  - e. Invoice and Late Fee Notices for Assessment – discussion regarding the amount of late fee. Hanna motioned to adopt, John seconded, approved unanimously.
  - f. Purchase Authorization - Hanna motioned to adopt, John seconded, approved unanimously.
  - g. Investment Policy – investments must meet a conservative risk standard. Hanna motioned to adopt, John seconded, approved unanimously.
  - h. Nomination and Election Committee – vote to adopt was postponed so the Rules Committee could review and revise further.
  - i. Use of Cypress Cove Park –discussion regarding amount of clean up fee, adding porta-potty cleaning fees. Modified to delete \$40 clean up fee. Hanna motioned to adopt, John seconded, approved unanimously.
  - j. Tenant Rights and Privileges - Hanna motioned to adopt, John seconded, approved unanimously.
  - k. Pump Registration – tabled for further discussion and review by Rules Committee
3. The following policies have already been adopted as per State laws.
  - a. Email Registration
  - b. Document Retention
  - c. Document Inspection and Copying
  - d. Application of Payments
  - e. Alternative Payment Plan

## 2020 BOARD OF DIRECTORS

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**Adjourned: 7:25 pm**

**Next Board Meeting:**

When: March 2, 2020 – 6:00 pm

Where: 1204 Garden Terrace Drive

## **2020 BOARD OF DIRECTORS**

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**Board of Directors  
March Meeting Minutes**

**Tuesday, March 3, 2020 – 7:30 pm**

**Call to order: 7:45 pm**

**Attendees: John Mikalik, Ann Chittatil, Hanna Beauchamp, Jana Way-Silvey, Greg Hoffmann**

**Open to visitors: None**

**Items for discussion:**

**New Business:**

1. Bills to Pay:
  - a. General Liability Insurance Premium
    - i. \$600 premium increase and coverage decreased – shop for 2021 renewal
    - ii. Greg motioned to pay the renewal, Jana seconded – motion passed unanimously
2. Financial update
  - a. Delinquent accounts, balance sheet, P&L
    - i. 7 liens owe over \$5,000
    - ii. \$8,751.00 outstanding/due
    - iii. Looking into a direct payment method
    - iv. Only 16 trailers have been paid in 2020
  - b. Upcoming expenses/2020 budget
    - i. Bass Club – will help with lake survey
    - ii. Women Club – mostly pay your own way
    - iii. Lake Management
  - c. Updates to Fidelity accounts
    - i. Two CDs due 3/13 and 3/27
    - ii. Automatic CD ladders – Fidelity will get back to Greg regarding rates
    - iii. 3 month CD gives 1.2% CD rate today
    - iv. Money Market account is 1.7%
3. Boat Stickers and guest bracelets:
  - a. Policy and procedure
  - b. Distribution process – Greg will create the boat registry spreadsheet
4. Meeting of Members to provide information on raising the annual dues
  - a. Finance Committee members as part of the panel – Jana to contact them
  - b. Greg will cover our 2020 Proposed Budget at the meeting
  - c. Easements, Covenants and Restrictions documents will need to be updated when the dues are raised

**2020 BOARD OF DIRECTORS**

<b>Greg Hoffmann</b> President 972-790-6805 <a href="mailto:Greg.hoffmann@verizon.net">Greg.hoffmann@verizon.net</a>	<b>John Mikalik</b> Vice President 972-849-3267 <a href="mailto:jrm0144@gmail.com">jrm0144@gmail.com</a>	<b>Ann Chittatil</b> Secretary 214-755-1835 <a href="mailto:annchittatil@gmail.com">annchittatil@gmail.com</a>	<b>Janna Way-Silvey</b> Treasurer 817-600-0672 <a href="mailto:wayjanna24@gmail.com">wayjanna24@gmail.com</a>	<b>Hanna Beauchamp</b> Vice President 972-986-1242 <a href="mailto:Hannab20@yahoo.com">Hannab20@yahoo.com</a>
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5. Proposed New Housing Development near Lake Vilbig. Next steps/update
  - a. Developer has submitted all required forms to the City of Irving
  - b. City of Irving is interested in making low income housing available
6. Request from one ILA member to send notice to people who have boats that have sunk to take care of them, especially with mosquito season coming soon.

**Old Business:**

1. Committee Updates:

- a. Rules Committee (Linda Mikalik Chair) – need to establish fines and penalties for rule violations
- b. Social Committee (John Mikalik Chair)
- c. Environmental Committee (Need Chair) - need meeting and chair person
- d. Bass Club (Tony Saltarski President) – meeting on March 12th
- e. Park Committee (John Mikalik Chair)
- f. Communications (John Mikalik Chair) – letter to landlord owners on the lake
- g. Elections Committee (Iris Dillon Chair) – need to verify
- h. Finance Committee (Jana Way-Silvey Chair)
- i. Woman’s Club (Joanne Hoffmann Chair) – Murder Mystery Dinner is the next upcoming event

**Adjourned: 8:50 pm**

**Next Board Meeting:**

When: April 6, 2020 – 6:00 pm

Where: 1204 Garden Terrace Drive

**2020 BOARD OF DIRECTORS**

<b>Greg Hoffmann</b> President 972-790-6805 <a href="mailto:Greg.hoffmann@verizon.net">Greg.hoffmann@verizon.net</a>	<b>John Mikalik</b> Vice President 972-849-3267 <a href="mailto:jrm0144@gmail.com">jrm0144@gmail.com</a>	<b>Ann Chittatil</b> Secretary 214-755-1835 <a href="mailto:annchittatil@gmail.com">annchittatil@gmail.com</a>	<b>Janna Way-Silvey</b> Treasurer 817-600-0672 <a href="mailto:wayjanna24@gmail.com">wayjanna24@gmail.com</a>	<b>Hanna Beauchamp</b> Vice President 972-986-1242 <a href="mailto:Hannab20@yahoo.com">Hannab20@yahoo.com</a>
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**Board of Directors  
April Meeting Minutes**

**Tuesday, April 6, 2020 – TBD pm**

**Call to order: 6:05 pm**

**Attendees: John Mikalik, Ann Chittatil, Hanna Beauchamp, Jana Way-Silvey, Greg Hoffmann**

**Open to visitors: None**

**Items for discussion:**

**New Business:**

1. Bills to Pay:
  - a. Printing
  - b. Accounting
2. Financial update
  - a. Delinquent accounts, balance sheet, P&L.
    - i. John made a motion to put liens on 6 homes that are delinquent more than one year. Greg seconded. Motion passed unanimously.
    - ii. Add interest and late fees to 36 other accounts
    - iii. Four households over \$1,000 owed. Discussion regarding starting foreclosure process. Lake rights are now suspended – need to create letters. Ann will review.
  - b. Updates on Fidelity accounts
  - c. Review of Balance Sheet
  - d. Upcoming expenses/2020 budget.
    - i. Lake Management
3. Boat Stickers and guest bracelets:
  - a. Policy and procedure are complete
  - b. Distribution process – start distribution as soon as COVID-19 is over.
4. Next steps on raising the annual dues.
  - a. Review/revisions to the letter to the Members
    - i. Eliminate date of meeting
    - ii. Snail mail hard copy of letter
    - iii. Everyone should review the letter and send suggested revisions
  - b. Social media blitz
  - c. Absentee process for the vote, due to Corona issues
  - d. Set up email address for questions/comments
  - e. Meeting will be held when shelter in place order is lifted.
5. Updating the ILA Website
  - a. Add voting ability
  - b. Add ability to pay dues
  - c.

**Old Business:**

1. Committee Updates: (all on hold due to Corona virus)

**2020 BOARD OF DIRECTORS**

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<b>Greg Hoffmann</b> President 972-790-6805 <a href="mailto:Greg.hoffmann@verizon.net">Greg.hoffmann@verizon.net</a>	<b>John Mikalik</b> Vice President 972-849-3267 <a href="mailto:jrm0144@gmail.com">jrm0144@gmail.com</a>	<b>Ann Chittatil</b> Secretary 214-755-1835 <a href="mailto:annchittatil@gmail.com">annchittatil@gmail.com</a>	<b>Janna Way-Silvey</b> Treasurer 817-600-0672 <a href="mailto:wayjanna24@gmail.com">wayjanna24@gmail.com</a>	<b>Hanna Beauchamp</b> Vice President 972-986-1242 <a href="mailto:Hannab20@yahoo.com">Hannab20@yahoo.com</a>
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- a. Rules Committee. (Linda Mikalik Chair) – need to establish fines and penalties.
- b. Social Committee. (John Mikalik Chair)
- c. Environmental Committee. (Need Chair) - need meeting
- d. Bass Club (Tony Saltarski President)
- e. Park Committee. (John Mikalik Chair)
- f. Communications (John Mikalik Chair)
- g. Elections Committee (Iris Dillon Chair) – need to verify
- h. Finance Committee (Janna Way-Silvey Chair)
- i. Woman’s Club (Joanne Hoffmann Chair)

**Adjourned:**

**Next Board Meeting:**

When: May 4, 2020 – 6:00 pm

Where: 1204 Garden Terrace Drive

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**2020 BOARD OF DIRECTORS**

<b>Greg Hoffmann</b> President 972-790-6805 <a href="mailto:Greg.hoffmann@verizon.net">Greg.hoffmann@verizon.net</a>	<b>John Mikalik</b> Vice President 972-849-3267 <a href="mailto:jrm0144@gmail.com">jrm0144@gmail.com</a>	<b>Ann Chittatil</b> Secretary 214-755-1835 <a href="mailto:annchittatil@gmail.com">annchittatil@gmail.com</a>	<b>Janna Way-Silvey</b> Treasurer 817-600-0672 <a href="mailto:wayjanna24@gmail.com">wayjanna24@gmail.com</a>	<b>Hanna Beauchamp</b> Vice President 972-986-1242 <a href="mailto:Hannab20@yahoo.com">Hannab20@yahoo.com</a>
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Irving Lake Association

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**Board of Directors  
May Meeting Minutes**

**Tuesday, May 5, 2020 – 6:00 pm**

**Call to order: 6:18 pm**

**Attendees: John Mikalik, Ann Chittatil, Hanna Beauchamp, Jana Way-Silvey, Greg Hoffmann**

**Open to visitors: None**

**Items for discussion:**

**New Business:**

1. Bills to Pay:
  - a. Postage – approved for payment
2. Financial update
  - a. Delinquent accounts, balance sheet, P&L
    - i. 26 accounts still delinquent – 4 are rental homes; Greg to engage an attorney to address these delinquent rentals
    - ii. 8 liens
    - iii. Review of Fidelity accounts – stable even in the midst of financial crisis
    - iv. Review of P&L
  - b. Foreclosures, we have 3 potential properties (2 rentals, 1 abandoned)
    - i. Greg motioned to retain an attorney to start foreclosure proceedings, John seconded and vote passed unanimously
  - c. Upcoming expenses/2020 budget
    - i. Lake Management – will be coming out twice per month starting in May
    - ii. Legal assessment change, rules enforcement, trespassers, non-members, and foreclosures. Greg contacting the Dallas County Game Warden to discuss. Posting No Trespassing signs at the park. Possibly apply purple paint to mark trespassing boundaries. There were swimmers reported at the park recently.
3. Boat Stickers and guest bracelets:
  - a. Policy and procedure are complete
  - b. Distribution process – we can start distribution. John will add to ILA Newsletter.
  - c. Greg to create form to complete when sticker is placed and then data will be input into the boat database
  - d. Ann volunteered to maintain the database
  - e. Any boat over 4 foot requires a sticker
4. Next steps on raising the annual dues
  - a. Review/revisions to the letter to the Members
  - b. Absentee process for the vote, due to Corona issues
  - c. Finalize letter and send with absentee ballot

**2020 BOARD OF DIRECTORS**

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<b>Greg Hoffmann</b> President 972-790-6805 <a href="mailto:Greg.hoffmann@verizon.net">Greg.hoffmann@verizon.net</a>	<b>John Mikalik</b> Vice President 972-849-3267 <a href="mailto:jrm0144@gmail.com">jrm0144@gmail.com</a>	<b>Ann Chittatil</b> Secretary 214-755-1835 <a href="mailto:annchittatil@gmail.com">annchittatil@gmail.com</a>	<b>Janna Way-Silvey</b> Treasurer 817-600-0672 <a href="mailto:wayjanna24@gmail.com">wayjanna24@gmail.com</a>	<b>Hanna Beauchamp</b> Vice President 972-986-1242 <a href="mailto:Hannab20@yahoo.com">Hannab20@yahoo.com</a>
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5. Lake improvements policy and procedures for members
  - a. Steps for members to take to make improvements on ILA property
  - b. Improvement review committee
  - c. John Murazak has volunteered to lead the committee
  - d. Keith and Paula Pittman are building a dock and are seeking approval
6. Grates for the inlets
  - a. John Mikalik shared Tim Downs is interested in helping install the grates
  - b. 32 inlets
  - c. ILA will pay for installation (\$1,600 possible)
  - d. John will also approach Tony Saltarski for Bass Club interest
7. City Zoning Meeting on May 4
  - a. Multi-family housing development plan for 2800 S MacArthur directly across from Isle Drive
  - b. Most complaints of opposition were outside the 200 foot boundary
  - c. Greg mentioned Lake Vilbig and our concerns for traffic
  - d. City Council has final vote on June 4
  - e. Our next step should be a petition drive to stop the development in partnership with Turtle Lakes Condominiums
  - f. Zoning change signs are already posted
  - g. Start letter writing to our councilman and commissioner

#### Old Business:

1. Committee Updates:
  - a. Rules Committee. (Linda Mikalik Chair) – need to establish fines and penalties
  - b. Social Committee. (John Mikalik Chair)
  - c. Environmental Committee. (Need Chair) - need meeting
  - d. Bass Club (Tony Saltarski President) – May tournament cancelled
  - e. Park Committee. (John Mikalik Chair) – will need mowing soon
  - f. Communications (John Mikalik Chair)
  - g. Elections Committee (Iris Dillon Chair) – need to verify
  - h. Finance Committee (Janna Way-Silvey Chair)
  - i. Woman's Club (Joanne Hoffmann Chair)

#### Adjourned: 7:12 pm

#### Next Board Meeting:

When: June 1, 2020 – 6:00 pm

Where: 1204 Garden Terrace Drive

### 2020 BOARD OF DIRECTORS

<b>Greg Hoffmann</b> President 972-790-6805 <a href="mailto:Greg.hoffmann@verizon.net">Greg.hoffmann@verizon.net</a>	<b>John Mikalik</b> Vice President 972-849-3267 <a href="mailto:jrm0144@gmail.com">jrm0144@gmail.com</a>	<b>Ann Chittatil</b> Secretary 214-755-1835 <a href="mailto:annchittatil@gmail.com">annchittatil@gmail.com</a>	<b>Janna Way-Silvey</b> Treasurer 817-600-0672 <a href="mailto:wayjanna24@gmail.com">wayjanna24@gmail.com</a>	<b>Hanna Beauchamp</b> Vice President 972-986-1242 <a href="mailto:Hannab20@yahoo.com">Hannab20@yahoo.com</a>
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**Board of Directors  
June Meeting Minutes**

**Monday, June 1, 2020 – 6:00 pm**

**Call to order: 6:07 pm**

**Attendees: John Mikalik, Ann Chittatil, Hanna Beauchamp, Jana Way-Silvey, Greg Hoffmann**

**Open to visitors: None**

**Items for discussion:**

**New Business:**

1. Bills to Pay:
  - a. Lake Maintenance – we were to be billed for visits twice per month. We will hold off on payment until we get a response from them regarding our billing questions.
  - b. Sam’s Club – paid membership renewal
2. Financial update
  - a. Delinquent accounts, balance sheet, P&L
    - i. Greg made a motion to accept the payment and release the lien on one delinquent account. John seconded and motion passed unanimously.
    - ii. 25 delinquent properties remain - \$7,500 overdue
  - b. Foreclosures
    - i. Greg talking with an attorney
    - ii. 3 properties; all are rental properties
  - c. Upcoming expenses/2020 budget
    - i. Lake Management - \$500 per month
    - ii. Legal assessment change, rules enforcement, trespassers, non-members, and foreclosures
    - iii. Greg trying to contact Texas Game Warden, who enforces trespassing on lakes
3. Boat Stickers and guest bracelets:
  - a. Distribution process
    - i. Call John Mikalik for appointment
    - ii. Door flyers for communicating to renters
    - iii. Posted on social media
4. Park Maintenance and Improvements (completing the gravel to the boat ramp)
  - a. Do we have enough funds to add rock from the gate to the boat ramp?
  - b. Add rock under the picnic tables that do not have concrete pads. We decided to use mulch.
  - c. Ann made a motion to spend the money now for both, John seconded and motion passed unanimously.
5. Boat dock – second one at the boat ramp
  - a. Either tear it down or repair

**2020 BOARD OF DIRECTORS**

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6. Trespasser enforcement - non-members kids swimming at the park
  - a. Speak with people to remind them that kids should not be let in to swim
7. The Kids Classic on July 4
  - a. Discussion regarding if event should be held or cancelled due to Corona virus
  - b. Possibly postpone to a later date
  - c. Greg motioned to postpone the Kids Classic, Ann seconded and motion passed unanimously.
8. Dredging
  - a. Need to raise the dues first so we can pay for dredging
9. Letters to members that need to clean up lake property shoreline, removal of non-member personal property from the lake (ILA) property
  - a. 18 homes are non-members; 10 regularly use the lake
  - b. Ann to create a letter – letter may need to be customized to fit the scenario/property
10. Next steps on raising the annual dues
  - a. Review/revisions to the letter to the Members
  - b. Absentee process for the vote, due to Corona issues
11. Lake improvements policy and procedures for members. (update from last month)
  - a. John will ask John Murazak for an update

#### **Old Business:**

##### **1. Committee Updates:**

- a. Rules Committee. (Linda Mikalik Chair) – need to establish fines and penalties.
- b. Social Committee. (John Mikalik Chair)
- c. Environmental Committee. (Need Chair) - need meeting
- d. Bass Club (Tony Saltarski President)
- e. Park Committee. (John Mikalik Chair)
- f. Communications (John Mikalik Chair)
- g. Elections Committee (Iris Dillon Chair) – need to verify
- h. Finance Committee (Janna Way-Silvey Chair)
- i. Woman’s Club (Joanne Hoffmann Chair)

#### **Adjourned: 7:21 pm**

#### **Next Board Meeting:**

When: July 6, 2020 – 6:00 pm

Where: TBD

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### **2020 BOARD OF DIRECTORS**

<b>Greg Hoffmann</b> President 972-790-6805 <a href="mailto:Greg.hoffmann@verizon.net">Greg.hoffmann@verizon.net</a>	<b>John Mikalik</b> Vice President 972-849-3267 <a href="mailto:jrm0144@gmail.com">jrm0144@gmail.com</a>	<b>Ann Chittatil</b> Secretary 214-755-1835 <a href="mailto:annchittatil@gmail.com">annchittatil@gmail.com</a>	<b>Janna Way-Silvey</b> Treasurer 817-600-0672 <a href="mailto:wayjanna24@gmail.com">wayjanna24@gmail.com</a>	<b>Hanna Beauchamp</b> Vice President 972-986-1242 <a href="mailto:Hannab20@yahoo.com">Hannab20@yahoo.com</a>
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**Board of Directors  
July Meeting Minutes**

**Tuesday, July 7, 2020 – 6:00 pm**

**Call to order: 6:10 pm**

**Attendees: John Mikalik, Ann Chittatil, Hanna Beauchamp, Jana Way-Silvey, Greg Hoffmann (via Zoom)**

**Open to visitors: None**

**Items for discussion:**

**New Business:**

1. Review and approval past meeting minutes, March Dues Increase meeting, April BOD Meeting, June BOD Meeting, and June Kid's Classic Meeting.
  - a. Ann to resend all documents listed above
2. Bills to Pay: Lake Maintenance for April and May.
  - a. Discussion to end agreement with ASF and hire new biologist
    - i. ILA is not happy with ASF
    - ii. Received an estimate from Chad Fikes, Fisheries Biologist – savings of about \$930 annually
    - iii. Chad will need a boat with a motor – ILA could purchase with savings
    - iv. Maintenance and insurance costs are a concern
    - v. Storage and operation are also a concern – we could keep the boat & motor at the park and chain both
    - vi. Look into getting a motor to determine approximate costs. Probably 10-25 HP.
    - vii. Chad will borrow a motor and come out next week
    - viii. Target \$2,000 per year budget
    - ix. Greg motioned that we pay ASF for April and May, Ann seconded, motion passed unanimously
    - x. Ann motioned to end agreement with ASF, Greg seconded, motion passed unanimously
    - xi. Greg motioned to hire Chad Fikes, John seconded, motion passed unanimously
    - xii. Greg will contact ASF
3. Financial update
  - a. Delinquent accounts, balance sheet, P&L. Need to send out July (2<sup>nd</sup> qtr.) late notices.
    - i. Need to send July late notices – Janna will send
  - b. Foreclosures (update)
    - i. Pending legal review – Greg pursuing
  - c. Upcoming expenses/2020 budget. Need Finance Committee to finish budget.
4. Boat Stickers and guest bracelets:
  - a. Distribution process update

**2020 BOARD OF DIRECTORS**

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- b. 63 stickers have been applied
- c. John may need to order more stickers
5. Park Maintenance and Improvements (completing the gravel to the boat ramp)
6. Letters to members that need to clean up lake property shoreline, removal of non-member personal property from the lake (ILA) property
  - a. Ann will look for letter
7. Trespasser enforcement. Need to see if Irving police will respond if we have issues
  - a. Hanna to contact Irving PD to ask some questions on process
8. Lake improvements policy and procedures for members (update from last month)
  - a. John M

**Old Business:**

1. Committee Updates:
  - a. Rules Committee. (Linda Mikalik Chair) – need to establish fines and penalties.
  - b. Social Committee. (John Mikalik Chair)
  - c. Environmental Committee. (Need Chair ask Jerry Skotak) - need meeting
  - d. Bass Club (Tony Saltarski President)
  - e. Park Committee. (John Mikalik Chair)
  - f. Communications (John Mikalik Chair)
  - g. Elections Committee (Iris Dillon Chair) – need to verify
  - h. Finance Committee (Janna Way-Silvey Chair)
  - i. Woman’s Committee (Joanne Hoffmann Chair)

**Adjourned: 6:46**

**Next Board Meeting:**

When: Aug 3, 2020 – 6:00 pm

Where: TBD

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**2020 BOARD OF DIRECTORS**

<b>Greg Hoffmann</b> President 972-790-6805 <a href="mailto:Greg.hoffmann@verizon.net">Greg.hoffmann@verizon.net</a>	<b>John Mikalik</b> Vice President 972-849-3267 <a href="mailto:jrm0144@gmail.com">jrm0144@gmail.com</a>	<b>Ann Chittatil</b> Secretary 214-755-1835 <a href="mailto:annchittatil@gmail.com">annchittatil@gmail.com</a>	<b>Janna Way-Silvey</b> Treasurer 817-600-0672 <a href="mailto:wayjanna24@gmail.com">wayjanna24@gmail.com</a>	<b>Hanna Beauchamp</b> Vice President 972-986-1242 <a href="mailto:Hannab20@yahoo.com">Hannab20@yahoo.com</a>
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### Board of Directors

#### August 17 Special Meeting – Kids Classic

**Monday, August 17 – 7:00 pm**

**Call to order: 7:00 pm**

**Attendees: John Mikalik, Ann Chittatil, Hanna Beauchamp, Jana Way-Silvey, Greg Hoffmann (via phone)**

**Open to visitors: Tim Casbeer**

**Items for discussion:**

**New Business:**

1. Kids Classic Tournament
  - a. Scheduled for September 5
  - b. Tim's thoughts
    - i. Can we hold the tournament safely?
    - ii. Social distancing children is difficult especially during lunch
    - iii. Require masks be worn
    - iv. Some messages were received that families were disappointed the tournament may be cancelled.
    - v. First weekend in October (10/3) will not conflict with bass club activities
    - vi. This weekend will also be before cold and flu season
2. John made a motion to move the Kids Classic tournament to October 3<sup>rd</sup>. Janna seconded and the motion passed unanimously.
3. ILA Board will look into addressing the charra weeds in front of the boat ramp and the park dock before the tournament.

**Adjourned: 7:15 pm**

**Next Board Meeting:**

When: TBD (First Monday in September is Labor Day)

Where: TBD

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### 2020 BOARD OF DIRECTORS

<b>Greg Hoffmann</b> President 972-790-6805 <a href="mailto:Greg.hoffmann@verizon.net">Greg.hoffmann@verizon.net</a>	<b>John Mikalik</b> Vice President 972-849-3267 <a href="mailto:jrm0144@gmail.com">jrm0144@gmail.com</a>	<b>Ann Chittatil</b> Secretary 214-755-1835 <a href="mailto:annchittatil@gmail.com">annchittatil@gmail.com</a>	<b>Janna Way-Silvey</b> Treasurer 817-600-0672 <a href="mailto:wayjanna24@gmail.com">wayjanna24@gmail.com</a>	<b>Hanna Beauchamp</b> Vice President 972-986-1242 <a href="mailto:Hannab20@yahoo.com">Hannab20@yahoo.com</a>
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## Board of Directors

### September Meeting Minutes

Thursday, September 10, 2020 – 6:00 pm

Call to order: 6:12 pm

Attendees: Via Zoom: John Mikalik, Ann Chittatil, Hanna Beauchamp, Jana Way-Silvey, Greg Hoffmann.

Open to visitors: None

Items for discussion:

#### New Business:

1. Bills to Pay: Lake Maintenance for August (approved via emails).
2. Financial update.
  - a. Delinquent accounts – Customer balances are up-to-date; We will not send October notices but we will add late fees and balances to their annual notices. 13 total households are still delinquent.
  - b. Balance Sheet (no concerns)
  - c. P&L (no concerns)
  - d. Status of late notices (2<sup>nd</sup> qtr.).
  - e. Upcoming expenses. Need Finance Committee to finish budget.
    - i. National Night Out may be cancelled – John is checking with the City of Irving to find out their overall plans
    - ii. Fall Lake Clean-Up will be cancelled, will ask members to participate on their own.
    - iii. Start working on 2021 budget
  - f. Grant Status – October 2<sup>nd</sup> is the deadline. We haven't had many expenses this year. Greg motioned to waive the grant this year, John seconded. Motion passed unanimously.
3. Upcoming election for Board positions. We need to advertise for volunteers.
  - a. Greg and John will not be rerunning. Janna may be moving.
4. Blake Casbeer Kids Classic Fishing Tournament
  - a. ILA Board still has concerns about kids and social distancing
  - b. Discussion around a redesigned tournament. Kids could fish anywhere with an adult and weigh in later at the park.
  - c. Discuss with Tim and Mike – John to reach out to them
5. Status of Boat Stickers and guest bracelets
  - a. 190 stickers have been distributed
  - b. Lots of positive feedback
6. Park Maintenance and Improvements (completing the gravel to the boat ramp)
  - a. Need invoice from Jonathan Kirk for park mowing
  - b. John to inquire about gravel for the boat ramp and other areas of the park
7. Letters to members that need to clean up lake property shoreline, removal of non-member personal property from the lake (ILA) property.

### 2020 BOARD OF DIRECTORS

Greg Hoffmann  
President

972-790-6805

[Greg.hoffmann@verizon.net](mailto:Greg.hoffmann@verizon.net)

John Mikalik  
Vice President

972-849-3267

[jrm0144@gmail.com](mailto:jrm0144@gmail.com)

Ann Chittatil  
Secretary

214-755-1835

[annchittatil@gmail.com](mailto:annchittatil@gmail.com)

Janna Way-Silvey  
Treasurer

817-600-0672

[wayjanna24@gmail.com](mailto:wayjanna24@gmail.com)

Hanna Beauchamp  
Vice President

972-986-1242

[Hannab20@yahoo.com](mailto:Hannab20@yahoo.com)



P.O. Box 171111, Irving, Texas 75017-1111

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8. Trespasser enforcement. Update regarding Irving police enforcement if we have issues.
  - a. John to purchase No Trespassing signs. John will ask Tim Downs to help place the signs.
  - b. Any member can call police to report trespassers.
9. Lake improvements policy and procedures for members – John to follow up with John Murazak.
10. Ninety percent of inlets have been covered with fencing. These fences are collecting trash as we hoped. Asking for volunteers to maintain and keep them clean.

**Old Business:**

1. Committee Updates:
  - a. Rules Committee. (Linda Mikalik Chair) – need to establish fines and penalties.
  - b. Social Committee. (John Mikalik Chair)
  - c. Environmental Committee. (Need Chair ask Jerry Skotak) - need meeting
    - i. Chad is doing a good job with lake maintenance and environmental issues.
  - d. Bass Club (Tony Saltarski President)
  - e. Park Committee. (John Mikalik Chair)
  - f. Communications (John Mikalik Chair)
  - g. Elections Committee (Iris Dillon Chair) – need to verify
  - h. Finance Committee (Janna Way-Silvey Chair)
  - i. Woman’s Club (Joanne Hoffmann Chair)

**Adjourned: 7:10 pm**

**Next Board Meeting:**

When: Oct 5, 2020 – 6:00 pm  
Where: TBD (most likely Zoom)

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**2020 BOARD OF DIRECTORS**

<b>Greg Hoffmann</b> President 972-790-6805 <a href="mailto:Greg.hoffmann@verizon.net">Greg.hoffmann@verizon.net</a>	<b>John Mikalik</b> Vice President 972-849-3267 <a href="mailto:jrm0144@gmail.com">jrm0144@gmail.com</a>	<b>Ann Chittatil</b> Secretary 214-755-1835 <a href="mailto:annchittatil@gmail.com">annchittatil@gmail.com</a>	<b>Janna Way-Silvey</b> Treasurer 817-600-0672 <a href="mailto:wayjanna24@gmail.com">wayjanna24@gmail.com</a>	<b>Hanna Beauchamp</b> Vice President 972-986-1242 <a href="mailto:Hannab20@yahoo.com">Hannab20@yahoo.com</a>
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**Board of Directors  
October Meeting Minutes**

**Thursday, October 5, 2020 – 6:00 pm**

**Call to order: 6:04 pm**

**Attendees: Via Zoom: John Mikalik, Ann Chittatil, Hanna Beauchamp, Jana Way-Silvey, Greg Hoffmann.**

**Open to visitors: None**

**Items for discussion:**

**New Business:**

1. Bills to Pay:
  - a. Lake Maintenance for September (approved via emails)
  - b. B&L Sand & Gravel – gravel for trailer area at the park
    - i. Jonathan prefers we do not lay gravel between the dock and the gate
  - c. Sal's Tree Trimming Services
  - d. Kid's Classic Trophies
  - e. Boat Stickers
  - f. Boat Sticker Flyers
  - g. Office Max for envelopes for last quarter mailings
  - h. Postage Stamps
  - i. Greg made a motion to reimburse John for all expenses from ILA funds. Ann seconded. Motion passed unanimously.
2. Financial update
  - a. Delinquent accounts, balance sheet, P&L
    - i. 13 delinquent accounts; 5 have liens
    - ii. 1 new member
  - b. Upcoming expenses/2021 budget. Need Finance Committee for budget.
    - i. New laptop computer for ILA Secretary
    - ii. Additional drain gates
    - iii. Park maintenance
3. Upcoming election for Board positions. We need to advertise for volunteers. Do we need to advertise 3 open positions?
  - a. Sandy White, Linda Mikalik may be interested
  - b. Janna's position would be for a one year unexpired term.
4. Park Maintenance and Improvements
  - a. completing the gravel to the boat ramp
5. Letters to members that need to clean up lake property shoreline, removal of non-member personal property from the lake (ILA) property.
  - a. Ann will send letters but needs a list of names, addresses and issues
6. No Trespassing signage status
  - a. Signs are ordered
  - b. Will purchase metal posts

**2020 BOARD OF DIRECTORS**

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7. Lake improvements policy and procedures for members
  - a. No update from John Murzak
8. Status of new gates at inlets at the drains
9. John will advertise for a volunteer to assume responsibility for the ILA newsletter
10. John is watching the Spring Creek calendar for Annual Meeting available dates. We might have to meet via ZOOM.

**Old Business:**

1. Committee Updates:
  - a. Rules Committee (Linda Mikalik Chair) – need to establish fines and penalties.
  - b. Social Committee (John Mikalik Chair)
  - c. Environmental Committee (Need Chair ask Jerry Skotak) - need meeting
  - d. Bass Club (Tony Saltarski President) – tournament on 10/10
  - e. Park Committee (John Mikalik Chair)
  - f. Communications (John Mikalik Chair)
  - g. Elections Committee (Iris Dillon Chair) – need to verify
  - h. Finance Committee (Janna Way-Silvey Chair)
  - i. Woman’s Club (Joanne Hoffmann Chair)

**Adjourned: 6:40 pm**

**Next Board Meeting:**

When: Nov 2, 2020 – 6:00 pm

Where: 1204 Garden Terrace Drive

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**2020 BOARD OF DIRECTORS**

<b>Greg Hoffmann</b> President 972-790-6805 <a href="mailto:Greg.hoffmann@verizon.net">Greg.hoffmann@verizon.net</a>	<b>John Mikalik</b> Vice President 972-849-3267 <a href="mailto:jrm0144@gmail.com">jrm0144@gmail.com</a>	<b>Ann Chittatil</b> Secretary 214-755-1835 <a href="mailto:annchittatil@gmail.com">annchittatil@gmail.com</a>	<b>Janna Way-Silvey</b> Treasurer 817-600-0672 <a href="mailto:wayjanna24@gmail.com">wayjanna24@gmail.com</a>	<b>Hanna Beauchamp</b> Vice President 972-986-1242 <a href="mailto:Hannab20@yahoo.com">Hannab20@yahoo.com</a>
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## Board of Directors

### November Meeting Minutes

Thursday, November 2, 2020 – 6:00 pm

Call to order: 6:04 pm

Attendees: Via Zoom: John Mikalik, Ann Chittatil, Hanna Beauchamp, Greg Hoffmann.

Open to visitors: None

Items for discussion:

#### New Business:

1. Resignation and replacement of ILA Treasurer Janna Way-Silvey
  - a. Janna's resignation is effective immediately
  - b. Sandy White has offered to take this position
  - c. John made a motion to appoint Sandy White as the ILA Treasurer, Ann seconded. Motion pass unanimously.
  - d. John will let Sandy know that she has been appointed
2. Resolution to remove Janna from the Fidelity accounts
  - a. Greg to check with Fidelity to confirm the process to remove someone from the account
  - b. Tabled for today
3. Bills to Pay:
  - a. Lake Maintenance for October (approved via emails)
  - b. No Trespassing Sign posts - Tim Downs provided an invoice
  - c. Trash from park dock to City of Irving landfill
  - d. Greg and John to send emails for us to approve per ILA guidelines
4. Financial update
  - a. Delinquent accounts, balance sheet, P&L.
    - i. 12 delinquent accounts; 5 already have liens; adding one lien
    - ii. P&L statements need to be updated
  - b. Upcoming expenses/2021 budget
    - i. Need Finance Committee meeting for budget – need to schedule a meeting before Thanksgiving
    - ii. Need to replace ILA Secretary laptop
    - iii. Suggestion to streamline UIDs and passwords for ILA laptops to make it easier to pass it along to the next board member
    - iv. Annual Meeting expenses
5. Preparations for the Annual Meeting
  - a. Need to establish how we are going to accomplish this with the current pandemic situation
  - b. Discussed the possibilities of using ZOOM. John to research further for limitations on number of meeting participants.
  - c. Could use ZOOM CHAT for question/answer
  - d. Start thinking about agenda items now

### 2020 BOARD OF DIRECTORS

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President

972-790-6805

[Greg.hoffmann@verizon.net](mailto:Greg.hoffmann@verizon.net)

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Vice President

972-849-3267

[jrm0144@gmail.com](mailto:jrm0144@gmail.com)

Ann Chittatil  
Secretary

214-755-1835

[annchittatil@gmail.com](mailto:annchittatil@gmail.com)

Treasurer

[ila.treasurer@gmail.com](mailto:ila.treasurer@gmail.com)

Hanna Beauchamp  
Vice President

972-986-1242

[Hannab20@yahoo.com](mailto:Hannab20@yahoo.com)



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6. Upcoming election for Board positions
  - a. We need to advertise for volunteers
  - b. Do we need to advertise 3 open positions – we need only 2 since Sandy White was appointed as Treasurer
  - c. Not much interest expressed to date
7. Open discussion on items we want to finish this year
  - a. placing no trespassing signs
  - b. sending out letters for repair issues for docks
  - c. completing the gravel to the boat ramp
  - d. finishing the grate installments on the lakeside
8. Lake improvements policy and procedures for members – no new update

#### Old Business:

1. Committee Updates:
  - a. Rules Committee. (Linda Mikalik Chair) – need to establish fines and penalties
  - b. Social Committee (John Mikalik Chair) – activities on hold due to pandemic
  - c. Environmental Committee (Need Chair) – Currently in discussions with Jerry Skotak to chair this committee. Set up a zoom meeting to wrap-up with Chad
  - d. Bass Club (Tony Saltarski President) - Set up a zoom meeting to wrap-up with Chad & Bass Club
  - e. Park Committee (John Mikalik Chair) The park looks great!
  - f. Communications (John Mikalik Chair) – Currently in discussions with Daniel Beauchamp to take this responsibility from John M. Daniel could also keep the ILA website updated.
  - g. Elections Committee (Iris Dillon Chair) – need to verify
  - h. Finance Committee (**Open Chair**). - Need to set up meeting this month to go over special assessment and finances for 2021.
  - i. Woman's Club (Joanne Hoffmann Chair) - activities on hold due to pandemic

**Adjourned: 6:55 pm**

#### Next Board Meeting:

When: Dec 7, 2020 – 6:00 pm

Where: 1204 Garden Terrace Drive

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### 2020 BOARD OF DIRECTORS

<b>Greg Hoffmann</b> President 972-790-6805 <a href="mailto:Greg.hoffmann@verizon.net">Greg.hoffmann@verizon.net</a>	<b>John Mikalik</b> Vice President 972-849-3267 <a href="mailto:jrm0144@gmail.com">jrm0144@gmail.com</a>	<b>Ann Chittatil</b> Secretary 214-755-1835 <a href="mailto:annchittatil@gmail.com">annchittatil@gmail.com</a>	<b>Treasurer</b> <a href="mailto:ila.treasurer@gmail.com">ila.treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Vice President 972-986-1242 <a href="mailto:Hannab20@yahoo.com">Hannab20@yahoo.com</a>
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**Board of Directors  
November Meeting Agenda**

**Tuesday, November 10, 2020 – 6:00 pm**

**Call to order: 7:20 pm**

**Attendees: Via Zoom: John Mikalik, Ann Chittatil, Hanna Beauchamp, Greg Hoffmann, Chad Fikes, Sandy White, Tony Saltarski.**

**Open to visitors: None**

**Items for discussion:**

**Adjourned: 8:25 pm**

**Recap of Lake Maintenance:**

There were not as many weeds present this year vs. last year but some areas of the lake did see a lot of charra weed (fishbowl and volleyball areas).

Alligator weed – shoreline, shallow water plant. These plants don't appear to be expanding. Ann disagreed – they seem to be expanding near the Griffin's and Chittatil's as well as the area by the park. In order to spray these plants, a different herbicide must be used and it is not very friendly. The shallow water promotes the growth of these plants. Spraying these plants would cost additional funds. This plant might be better maintained by individual homeowners who want to pull the plants out.

Herbicides we have used so far have zero use restrictions. If we spray the above water plants (Alligator weed) there could be collateral damage to other shoreline plants and after spraying, people should avoid watering their lawn with lake water and avoid swimming. Chad will come up with pricing to spray these weeds and homeowners could pay it individually. Chad has the product to use. We will add information to the ILA newsletter and members will go through the board to arrange for spraying. Payment could also be made through ILA.

2020 Shock Survey was not done this year due to COVID. Discussion was held with the Finance Committee regarding budget and funding for this survey. Survey does not always generate actions based on survey results and recommendations. Historically, the ILA and Bass Club have split the cost of the survey. The Bass Club is willing to pay for the survey themselves this time. The plan is to do the survey in the Spring, 2021. In the spring, fish are spawning in the shallows. Chad suggests approximately April 1<sup>st</sup>. Most interesting data will be bait fish numbers and predator fish such as gar.

Chad has reviewed past surveys. Largemouth bass should be the apex predator and gar the secondary predator. This will take years of proper management with these species in mind. The survey costs approximately \$1,500.00.

**2020 BOARD OF DIRECTORS**

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• [www.lakevilbig.com](http://www.lakevilbig.com) • [ILA.Treasurer@gmail.com](mailto:ILA.Treasurer@gmail.com) • [ILA.Secretary@gmail.com](mailto:ILA.Secretary@gmail.com) •

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ILA and Bass Club have fostered a partnership with the Bass Club is responsible for fish population and ILA is responsible for plant management and all other aspect of the lake management.

Tony asked Chad to attend a Bass Club meeting so he could speak about fish management and what we need to do to move forward. This meeting could be held after the survey.

Harvesting options were discussed.

Tony thanked Chad for everything he is doing for Lake Vilbig.

ILA is responsible for all facets of the lake. However, there are specific goals that the Bass Club has regarding the fish. The goals of the ILA and the goals of the Bass Club overlap and support each other.

Dues increase – ILA is still planning to increase annual dues. 2021 dues will remain \$50.00 until we have had opportunity to meet with membership and conduct a proper vote. There will most likely be a “Special Assessment” in 2021to cover the operating losses the ILA has sustained in the past several years.

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## **2020 BOARD OF DIRECTORS**

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**President**

972-790-6805

[Greg.hoffmann@verizon.net](mailto:Greg.hoffmann@verizon.net)

**John Mikalik**  
**Vice President**

972-849-3267

[jrm0144@gmail.com](mailto:jrm0144@gmail.com)

**Ann Chittatil**  
**Secretary**

214-755-1835

[annchittatil@gmail.com](mailto:annchittatil@gmail.com)

**Sandy White**  
**Treasurer**

[ila.treasurer@gmail.com](mailto:ila.treasurer@gmail.com)

**Hanna Beauchamp**  
**Vice President**

972-986-1242

[Hannab20@yahoo.com](mailto:Hannab20@yahoo.com)



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**Board of Directors  
December 7<sup>th</sup> Meeting Minutes**

**Thursday, December 7, 2020 – 6:00 pm**

**Call to order: 6:02 pm**

**Attendees: Via Zoom: John Mikalik, Hanna Beauchamp Ann Chittatil, Greg Hoffmann, and Sandy White.**

**Open to visitors: None**

**Items for discussion:**

**New Business:**

1. Resolution to remove Janna from and add Sandra White to the Fidelity accounts
  - a. Ann made motion to remove Janna from and add Sandra White to the Fidelity accounts, Sandra seconded – motion passed unanimously.
2. Bills to Pay:
  - a. Lake Maintenance for November (approved via emails)
  - b. New laptop to replace the ILA Secretary laptop. John made motion to approve this expense, Sandy seconded – motion passed unanimously.
  - c. Property tax and School Tax for a total tax of \$17.81. Sandy made a motion to pay the taxes now, John seconded and motion passed unanimously.
3. Financial update
  - a. Delinquent accounts, balance sheet, P&L. Greg sent out reports today. Accounts are balanced up to the end of November.
    - i. 12 delinquents; 5 liens, 2 liens need to be filed after noticed.
  - b. Upcoming expenses: Annual Meeting Notices – approximately \$400.00
  - c. 2021 budget. Need Finance Committee meeting for budget.
  - d. Need to update the Investment strategy statement from the Finance Committee
    - i. Greg and Sandy met to discuss. Our investment plan originally was to keep most of our funds in CDs with a Money Market Account for operations. The Money Market has been had a higher return than the CD's. Finance Committee should meet to propose that we change our strategy to have the funds where they are getting the better rate of return.
  - e. Resolution to include in 2021 membership invoices a Special Assessment statements explaining the \$55 to cover operating losses. Greg made motion to add this information in the statement, Sandy seconded, and motion passed unanimously.
4. Preparations for the Annual Meeting
  - a. Need a procedure to accomplish this with the current pandemic situation.
  - b. Meeting will be via ZOOM: 01/14/2021 at 7pm

**2020 BOARD OF DIRECTORS**

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<b>Greg Hoffmann</b> President 469-826-1335 <a href="mailto:Greg.hoffmann@verizon.net">Greg.hoffmann@verizon.net</a>	<b>John Mikalik</b> Vice President 972-849-3267 <a href="mailto:jrm0144@gmail.com">jrm0144@gmail.com</a>	<b>Ann Chittatil</b> Secretary 214-755-1835 <a href="mailto:annchittatil@gmail.com">annchittatil@gmail.com</a>	<b>Sandy White</b> Treasurer 214-763-9733 <a href="mailto:ila.treasurer@gmail.com">ila.treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Vice President 972-986-1242 <a href="mailto:Hannab20@yahoo.com">Hannab20@yahoo.com</a>
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- c. Include instructions for ZOOM in the meeting notice, sign in early, can call in if you do not have a computer. John will prepare Zoom instructions.
  - d. Sandy would like more membership on the Finance Committee.
  - e. List of candidates for the next Board of Directors: Ann Chittatil, Jennifer D'Souza, and Matt Shelley.
  - f. Need elections committee to tabulate the vote (Proxies). Votes must be submitted via proxy because of COVID.
  - g. Greg will prepare the official documents needed for the meeting.
  - h. Set up meeting time to stuff envelopes for membership mailing. Once we have all of the documents ready.
5. Status of the proposed Membership survey.
- a. Ann will have it ready to mail with the Annual Notice.
6. Update on the web site and social media apps.
- a. Daniel Beauchamp & Joel D'Souza met with Cory and John to discuss. They have asked for a \$500 budget, with \$300 per year for web hosting. They are redesigning to make it more user friendly. John made a motion to approve the \$500 budget, Ann seconded, and the motion passed unanimously.
  - b. Sandy would like to see a list of items to be included on the website. A meeting with Daniel, Joel and the ILA board would be coming up soon.
  - c. Lake Vilbig Residents Facebook account is owned by Al Kohutek who no longer lives on the lake and is no longer a member of the association. The ILA Board is looking into creating an Official ILA Facebook Page. The Association will need to create and own it.
7. Open discussion
- a. A few more drainage screens to be added lakeside possible before yearend.
  - b. Most trash in the lake is now coming from our residents.
  - c. Reviewed Bass Club meeting notes. There are some discrepancies between the minutes from the joint ILA/Bass Club/Biologist meeting minutes and the last Bass Club meeting minutes.

### **Old Business:**

1. Committee Updates:
  - a. Rules Committee. (Linda Mikalik Chair) Need to establish fines and penalties
  - b. Social Committee. (John Mikalik Chair)
  - c. Environmental Committee. (Jerry Skotak)
  - d. Bass Club (Tony Saltarski President) Meeting Thursday; tournament this weekend
  - e. Park Committee. (John Mikalik Chair)
  - f. Communications (John Mikalik Chair). Daniel Beauchamp has volunteered to help with the ILA newsletter
  - g. Elections Committee (Iris Dillon Chair) – need to verify
  - h. Finance Committee (Sandy White) Need to go over finances for 2021
  - i. Woman's Club (Joanne Hoffmann Chair)

### **2020 BOARD OF DIRECTORS**

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<b>Greg Hoffmann</b> President 469-826-1335 <a href="mailto:Greg.hoffmann@verizon.net">Greg.hoffmann@verizon.net</a>	<b>John Mikalik</b> Vice President 972-849-3267 <a href="mailto:jrm0144@gmail.com">jrm0144@gmail.com</a>	<b>Ann Chittatil</b> Secretary 214-755-1835 <a href="mailto:annchittatil@gmail.com">annchittatil@gmail.com</a>	<b>Sandy White</b> Treasurer 214-763-9733 <a href="mailto:ila.treasurer@gmail.com">ila.treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Vice President 972-986-1242 <a href="mailto:Hannab20@yahoo.com">Hannab20@yahoo.com</a>
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**P.O. Box 171111, Irving, Texas 75017-1111**

• [www.lakevilbig.com](http://www.lakevilbig.com) • [ILA.Treasurer@gmail.com](mailto:ILA.Treasurer@gmail.com) • [ILA.Secretary@gmail.com](mailto:ILA.Secretary@gmail.com) •

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**Adjourned: 7:22 pm**

**Next Board Meeting:**

When: Jan 4, 2021 – 6:00 pm

Where: ZOOM

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### **2020 BOARD OF DIRECTORS**

<b>Greg Hoffmann</b> President 469-826-1335 <a href="mailto:Greg.hoffmann@verizon.net">Greg.hoffmann@verizon.net</a>	<b>John Mikalik</b> Vice President 972-849-3267 <a href="mailto:jrm0144@gmail.com">jrm0144@gmail.com</a>	<b>Ann Chittatil</b> Secretary 214-755-1835 <a href="mailto:annchittatil@gmail.com">annchittatil@gmail.com</a>	<b>Sandy White</b> Treasurer 214-763-9733 <a href="mailto:ila.treasurer@gmail.com">ila.treasurer@gmail.com</a>	<b>Hanna Beauchamp</b> Vice President 972-986-1242 <a href="mailto:Hannab20@yahoo.com">Hannab20@yahoo.com</a>
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