

**Sauk River Chain of Lakes  
Board Meeting  
March 16<sup>th</sup>, 2021 6:30 – 8:30 p.m.  
Virtual (Zoom) Meeting**

**Call to Order – John Rocky, President**

*In Attendance:* John Rocky, Matt Noska, Charlie Montreuil, Sue Antolak, Brad Matuska, Troy Atkinson, Aaron Schwartz, Garrick Grace, Matt Pelant, Gambling Manager Keely Frakes-Rau, Administrative Assistant Ann Warling  
*Absent:* Wendell Geise

**Review of past Minutes – John Rocky**

- Minutes approved via email

**Gambling Manager Report - Garrick Grace/ Gambling Manager Keely Frakes-Rau**

- See attached LG1004 Monthly Gambling Report to Members.
- *Charlie Montreuil made a motion to approve the proposed expenses and monthly gambling report – Seconded by John Rocky. Approved.*

**Financial Report – Charlie Montreuil**

- Sauk River Chain of Lakes Association (SRCL) currently has \$97,362.27.
- *Garrick Grace made a motion to approve the Profit & Loss, Balance Sheet, and Check Register – Seconded by John Rocky. Approved.*
- Research hiring a Certified Public Accountant (CPA) for 2021 fiscal year (June 2021 to July 2022) to audit books.
- Sub Committee (Charlie Montreuil, John Rocky, and Ann Warling) will compile and create an Excel spreadsheet tracking budget items and commitments against actual expenses.

**Administration Report – John Rocky**

- Spring Newsletter is scheduled to be printed and mailed by the middle part of May.
  - Committee stories are due by April 15<sup>th</sup> to Ann Warling for review at the SRCL April Board Meeting.
- Matt Noska will develop 2021 Business and Business Elite decals for approval at the April Board Meeting.
- *2021 Thank You/Welcome membership letter was approved via email.*
- John Rocky will draft 2021 Membership Invite Letter by April 15<sup>th</sup> for approval at the April Meeting. The membership letter will be mailed out and posted on the website the end of April.
- The Annual SRCL Board/Member Meeting will be Saturday, June 12<sup>th</sup> (second Saturday). A virtual (Zoom) vs in-person meeting will be determined at the April board meeting.
- Board Vacancy – tabled until the April Board Meeting and requests for nominations will be included in the SRCL Newsletter.
- Committee Chairmen are encouraged to email committee information and requests for review by SRCL Board Members prior to the April Board Meeting.
- SRCL website login function is to be eliminated from the website and the Membership page instructions will be reworded.
- John Rocky will review the SRCL's Bylaws to confirm who is eligible to sign contracts for the association and will report back to the board. The SRCL's Bylaws have been requested to be sent to SRCL Board Members via email.

**Aquatic Invasive Species Committee Report – Brad Matuska**

- *Brad Matuska made a motion requesting a maximum of \$61,000 for SRCL Aquatic Invasive Species activities including weed harvesting, chemical treatment, and survey assessments. – Seconded by Troy Atkinson. Approved.*
- Meg Duhr at the MN Aquatic Group is scheduled to present information (for a maximum of 30 minutes) regarding zebra mussels and Curly Leaf Pondweed at the April SRCL Board Meeting and the Annual SRCL Meeting.

### **Land Use Committee Report – Troy Atkinson**

- The proposed Stearns County RV Ordinance has been tabled by the county.
- Stearns County passed the Shoreline Alterations Ordinance Changes.
- *Troy Atkinson made a motion that \$5,000 for board approved SRCL Land Use Grants be allocated for 2021. – Seconded by Brad Matuska. Approved.*

### **Water Quality Committee Report - Aaron Schwartz**

- *Aaron Schwartz made a motion for a maximum of \$2,400 be allocated for water monitoring on the Chain of Lakes in conjunction with the Sauk River Watershed District. – Seconded by Troy Atkinson. Approved.*

### **Fisheries Committee Report - Matt Noska**

- The new Blue Gill initiative kickoff on March 1<sup>st</sup> received a lot of publicity. Information regarding the initiative was shared on the SRCL Website and Facebook.
- A fireworks event on the Chain of Lakes has been tabled until more interest is expressed.
- Will reach out to the Stearns County Sheriff's Office for an update regarding the No Wake Zone Areas Assessment for the SRCL Spring Newsletter.

### **Marketing/Public Relations – Susan Antolak**

- *John Rocky made a motion to join as a \$750 sponsor of the Richmond River Lake Days. – Seconded by Charlie Montreuil. Approved.*
- Waiting to hear regarding the sponsorship options for Cold Springs' Hometown Pride Days.
- Working on scheduling a Tap Room Takeover event for this summer. SRCL is on the waiting list.
- SRCL's ad has been placed in the summer lakes' guide at no charge.
- Susan Antolak presented proposed SRCL apparel with the new SRCL logo. Additional clothing options will be presented at the April Meeting.
- SRCL's board is discussing the purchase of ¾ zipper pullovers, polos, or/and caps for board members and providing t-shirts for volunteers.
- Matt Pelant will research marketing and distribution options for the SRCL apparel. Some options being considered include an online store, placing items at Shady's Long Shots, marketing through an email blast for pre-orders, and having the apparel available for purchase at the June SRCL's Annual Meeting.

### **ILIDS Report – Wendell Geise**

- SRCL received a Stearns County Aquatic Invasive Species Grant for \$3,292.80 to be used to fund the operation of the SRCL's ILIDS.

### **Old Business**

- *Garrick Grace made a motion to purchase 20 rock hazard buoys. – Seconded by John Rocky. Approved.*
  - John Rocky will develop a rock hazard map for the April SRCL's Board Meeting.
  - Troy Atkinson will continue to do research materials needed and how to install the buoys. He will reach out to Stearns County Sergeant Hemmesch for installation needs and how-to.
  - Troy will write a story for the spring newsletter introducing an Adopt-A-Buoy rock hazard initiative.
- Review of SRCL Mission Statement and motto was tabled further discussion at the April SRCL Board Meeting. *We are pledged to improve the water quality of the Sauk River Chain of Lakes in Stearns County, Minnesota, not only for our generation, but for our children and future generations.*
  - Subcommittee created including Matt Noska and Brad Matuska.
  - Subcommittee will review other lake association mission statements and mottos. They will propose revisions to the SRCL existing mission statement and motto for discussion and approval.

### **New Business**

- *Brad Matuska made a motion to help promote the Rocori Community Foundation's August 12<sup>th</sup> Tom Petty Tribute at the Richmond's Lions Park through SRCL's social media, website, newsletter, and email blast. Proceeds from the concert will benefit the SRCL. – Seconded by Troy Atkinson. Approved.*

### **Adjourn**

- *Brad Matuska made a motion to adjourn the March 16<sup>th</sup>, 2021 SRCL Board Meeting – Seconded by Charlie Montreuil. Approved.*

**For the Good of the Association – Meeting Schedule**

- Tuesday, April 20<sup>th</sup> at 6:30 pm Virtual (Zoom) Meeting.
- Tuesday, May 18<sup>th</sup> at 6:30 pm Virtual (Zoom) Meeting.
- Saturday, June 12<sup>th</sup> at 9 am Virtual (Zoom) Meeting.

**LG1004 Monthly Gambling Report to Members**

Minnesota Statutes 349.19, Subdivisions 3 and 5, and Minnesota Rules 7861.0320, Subpart 6, require a monthly gambling report to the membership. Members attending this meeting reviewed the documents checked below. The check register and authorization of expenditures are attached to this form and have been made a part of the meeting minutes.

**The items listed below are required to be presented to the membership each month and recorded in the minutes of the meeting.**

Organization: SAUK RIVER CHAIN OF LAKES ASSOC Meeting date: MARCH, 2021.

<b>Documentation Provided</b>	<b>Reporting Requirements for each form of lawful gambling conducted</b>
1. LG100 Monthly Lawful Gambling Activity Summary or G1 Lawful Gambling Monthly Tax Return with the following: <input type="checkbox"/> LG100A <input type="checkbox"/> Schedule B2 <input type="checkbox"/> LG100C <input type="checkbox"/> LG100F	<ul style="list-style-type: none"> <li>• Gross receipts.</li> <li>• Dollar amount of all prizes paid out.</li> <li>• Total value of all merchandise prizes awarded from each form of gambling conducted.</li> <li>• Lawful purpose expenditures.</li> <li>• Profit carryover reconciliation.</li> </ul>
2. Copy of check register or itemized expense journal that includes electronic transactions.	Complete details on all allowable expenses including payee, amount, date issued, and purpose.
3. Copies of distributor invoices or perpetual inventory records.	Records of gambling equipment purchases, including: type of equipment; quantity purchased, date purchased, unit cost, and name of distributor.
4. Copy of the month-end physical inventory.	Physical inventory taken at month-end, including games in play, that lists the manufacturer's ID, part number, serial number; game name, cost of each game; and date and signature, in ink, of person completing the physical inventory.
5. Copy of itemized bank statement reconciliation (LG100F).	Gambling bank account reconciliation that balances with the profit carryover for each month and lists outstanding checks, including check number, payee, and amount; outstanding electronic transactions; deposits in transit; and beginning and ending bank balances for each month.
6. Fund loss report.	Any fund loss discovered during the month.
7. Correspondence and other documents: <input type="checkbox"/> Gambling Control Board: Approval/denial letters, allegations, questionable expenses, profit carryover variance, other <input type="checkbox"/> Department of Revenue: Error corrections, tax bills, tax orders <input type="checkbox"/> IRS: Tax notices <input type="checkbox"/> Miscellaneous correspondence <input type="checkbox"/> Annual audit <input type="checkbox"/> Compliance review report <input type="checkbox"/> Bingo program	Correspondence sent or received relating to the lawful gambling operations.

**LG1004 Monthly Gambling Report to Members**

**Authorization of Expenditures**

Minnesota Statutes 349.15, subdivision 1, requires that "Gross profits from lawful gambling may be expended only for lawful purposes or allowable expenses as authorized by the membership of the conducting organization at a monthly meeting of the organization's membership."

NOTE: When the membership approves an upper limit of expenses for a particular item, the report to the membership the following month must include the specific check or electronic transaction number, payee, purpose, amount, and date of payment for estimated expenditures from the previous month.

**Preapproval: Allowable Expenses**

Payee or item to be paid	Brief explanation of the purpose for each expenditure	Expense amount			Approved (Yes/No)
		Limit	OR	Actual	
Central Gaming	pull tab dispenser	0		270	
?	Misc expense	0		100	
B-SMYTZE	Monthly reports	0		750	
Triple Crown	Games → Etab Rev Share	0		4000	
Pilot Games	Etab	0		250	
Shady's Longshots	Rent	0		3000	
Ice's	Raffle Prizes	0		1995	
Cash Bank	Negative Games	0		2000	

**Preapproval: Lawful Purpose Expenditures**

Payee	Brief explanation of the purpose for each expenditure	LPE Code	\$ amount	Approved (Yes/No)
MN Dept of Rev	Gambling tax	A-8		
Sauk River Chain of Lakes	Donation	A-1		

This report was presented to the organization by the gambling manager or other organization member.

Signature, in ink:

*Wendy J. Fooks*

Date: