

HLCA Meeting Minutes

HLCA

Date April 20, 2026

Time: 7:00pm

Meeting called to order by: President Julie Mathewson

Call to Order

Pledge of Allegiance

Roll Call - Present: President, Julie Mathewson; Vice President, Mike Town; Secretary, Janet Rennie; Treasurer, Joe Rhyne; Directors: Margaret Boyer, Mary Jenuwine, Ann Gonsler, Keith Butler, Daryl Lang. Friends of the Hubbard Lake Center representatives present: Phyllis Vander Vlucht and Mary Jane Barkley. Community guests 6.

Minutes to be approved: December 30, 2026, HLCA special meeting minutes read by Janet Rennie. Motion to accept meeting minutes as read by Julie Mathewson, seconded by Ann Gonsler. All in favor, motion passed. January 20, 2026 HLCA email meeting minutes read by Julie Mathewson, motion to accept minutes as read made by Keith Butler, with second by Mary Jenuwine. All in favor, motion to accept passed. March 4, 2026 HLCA email meeting minutes read by Julie Mathewson. Motion to accept minutes as read made by Janet Rennie with second by Daryl Lang. All in favor and motion passed. March 12, 2026 special meeting minutes read by Mary Jenuwine. Motion to accept minutes made by Janet Rennie, seconded by Daryl Lang. All in favor, motion passed, April 7 2025 email meeting minutes read by Janet Rennie. Motion to accept the minutes as read made by Julie Mathewson, with second by Keith Butler. All in favor, motion carried.

Financial reports: December 2025 financial report read by Joe Rhyne. Motion to accept made by Mike Town, with second by Mary Jenuwine. All in favor, motion carried. January 2026 financial report read by Joe Rhyne. Motion to accept financial report as read made by Keith Butler, seconded by Ann Gonsler. All in favor, motion passed. February 2026 financial report read by Joe Rhyne. Motion to accept financial report as read made by Julie Mathewson, with second by Mike Town. All in favor, motion was carried. March 2026 financial report read by Joe Rhyne. Motion to accept made by Julie Mathewson, with second by Mary Jenuwine. All in favor, motion passed.

Reimbursements: Julie Mathewson for \$282.98 for lock box, water testing, Trac phone one year renewal, Ring camera for old building and Library Friendship Day raffle license. Motion to reimburse Julie Mathewson made by Joe Rhyne, with second by Keith Butler. All in favor, motion to reimburse Julie passed. Ann Gonsler reimbursement for four sample chairs for \$213.49. Motion to reimburse Ann Gonsler made by Joe Rhyne, with second by Mike Town. All in favor, motion passed.

Public Comment (none)

Construction update: Hubbard Lake Community Center building has received a Certificate of Occupancy. Julie Mathewson has the emailed copy. The library will start moving in tomorrow, 04/21. HLCA board members will assist with the move in. The Library will open on Monday, 4/27/26. Julie has checked with the Health Department on a kitchen license. The HLCA kitchen is a warming kitchen and does not require a license. If cooking something like hot dogs on a grill, HLCA will need to apply for a temporary license for \$70.00 (cost for non-profits.) If a full license is wanted, the total will be \$1055.00 (\$320/yr. license fee, \$550. paperwork fee, plus \$185. pre-opening inspection) with license fee of \$320/yr thereafter. All food would need to be cooked off site without a license. We have received two quotes on paving and striping the parking lot. At this time there is no vote on the quotes as fund raising will need to continue to secure funds to complete the parking lot. At this time the parking area is saturated and will need to dry out and be packed down prior to any other work being done. Cones mark areas to be avoided.

Grants: Ann Gonsler has had communications with our grant liaison, Michelle Wiles and the director for RD, Danielle Webb. We have been awarded the Congressional Directive spending grant through Jack Bergman for \$300,000. HLCA is currently 5th in line for the review prior to releasing the funds. Danielle does not think we will have an answer on the release before May 11, 2026. Then it goes to Washington before it is released. The Board will follow with idea to try to reimburse the CFNEM if funds are used from CFNEM account for tables and chairs. Discussion to have bill to be paid from HLCA account then reimbursed. Open and using the new Community center building are pending on the delivery of tables and chairs. Partial orders for tables and chairs was discussed. Partial order would be close to \$8000. More information will be discussed and possible future email meeting for voting.

Insurance quote: Joe Rhyne states the purpose HLCA uses the building for determines the insurance quote. Auto Owner's possible costs will be between \$3,988- \$5,244, depending on the underwriters. Once the building received certificate of occupancy the Builders Risk insurance needed to be changed to a new building policy. Next meeting, Joe Rhyne will have the new buildings insurance policy to ask for approval.

CFNEM: HLCA has approved and paid out \$1,234,407.73 to date, balance \$89,647.33, with outstanding to DeRocher and still need funds for landscaping, signage and parking lot paving. Fundraising will continue for those needs.

Fire Department Deed: Keith Butler has been meeting with Mike Eller on the south border for the fire department deed.

Library Friendship Day: Margaret Boyer states 36 registered participants for Saturday, April 25, 2026, with speaker on Birding 101.

Fundraisers : Patti Bradley states she will again organize a 5K fun run/walk on July 11, 2026. She is looking for Sponsors. *Run sign up* is web site to sign up. Mike Town stated golf outing is starting to fill with 22 teams already signed up. This year the money to be paid in advance. Mike and Daryl Lang are already working on golf certificate silent auction items.

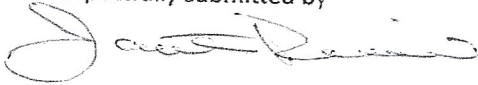
By-laws Revisions: Julie Mathewson asked if Margaret/Joe would work on revisions, primarily due to the Fire Department separation.

Board Elections: The June 15, 2026 annual meeting is the election. All officers are up for re-election and two board members. Board members are elected for two years and officers are one year. Election Committee is Phyllis Vander Vlucht, Mary Jane Barkley and Catn Bond. All interested need to get notice to Julie by May 13, 2026.

Public Comment (none)

Adjournment Motion to adjourn made by Julie Mathewson, with second by Daryl Lang. All in favor, motion carried. Adjourned at 8:17 pm.

Respectfully submitted by



Janet Rennie

HLCA secretary