

**Lake Junaluska Assembly Property Owners Organization, Inc.**  
**In-person/Zoom Annual Meeting Minutes**  
**Saturday, February 15th, 2025 10:00am at the Warren Center**

**Board Members: (In-person or Zoom)** Susan Giles - President, Julie Bruijn - Secretary, George Kenny - Treasurer, Board Members: Chuck Lipp, Kelly Priegnitz, David Lawson, Nan Huebner, Millsaps Dye, Jeff Mickle.

**Administration Members Present:**

Lake Junaluska Assembly Executive - Director Ken Howle  
 Assembly Public Works Director - Junior Woody  
 Administrative Assistant - Leisa McDonald

**Call to order:** President Susan Slye Giles called the meeting to order at 10:01 AM.

- Susan welcomed all participants of meeting.
- She provided an overview of the meeting agenda
- And opened by offering a moment of prayer.

**Minutes:** The minutes of the February 15, 2025 General Meeting were approved without corrections or additions by members present as posted on the Assembly of Public Works web site.

## Financial Report

LJAPOO Finances 2024 and 2025				
Check #	Date	Action	Expenses	Income
	<b>1/1/2024</b>	<b>Carryover From 2023</b>		<b>\$ 3,556.75</b>
	1/23/2024	Deposit		\$ 1,170.00
108	1/23/2024	LJA Mailing	\$ 124.32	
109	1/23/2024	LJA Doggie Bags	\$ 562.65	
110	1/23/2024	LJA Junaluska's Lake Cleanup	\$ 50.00	
111	1/23/2024	LJA Dam Fund	\$ 500.00	
	2/3/2024	Deposit		\$ 420.00
	2/20/2024	Deposit		\$ 835.00
	3/19/2024	Deposit		\$ 380.00
	5/3/2024	Deposit		\$ 20.00
112	5/18/2024	LJA Dam Fund	\$ 1,000.00	
	7/1/2024	Deposit		\$ 180.00
113	7/6/2024	LJA Mailing	\$ 196.65	
	7/8/2024	Deposit		\$ 340.00
DC	7/26/2024	LJA Room Rental	\$ 148.59	
114	8/6/2024	USPS Mailbox	\$ 170.00	
115	11/21/2024	LJA Employee Christmas	\$ 750.00	
	12/31/2024	Total	\$ (3,502.21)	\$ 6,901.75
	<b>1/1/2025</b>	<b>Carryover From 2024</b>		<b>\$ 3,399.54</b>
116		Void		
117	1/14/2025	LJA Mailing	\$ 196.65	
	1/23/2025	Deposit		\$ 860.00
	2/11/2025	Deposit		\$ 780.00
	2/18/2025	Deposit		\$ 680.00
	3/4/2025	Deposit		\$ 325.00
118		Void		
119	3/12/2025	LJA Room Rental	\$ 93.75	
	3/17/2025	Deposit		\$ 20.00
	4/7/2025	Deposit		\$ 200.00
120	4/14/2025	LJA Doggie Bags	\$ 625.00	
121	5/28/2025	LJA Refreshments Lk Cleanup	\$ 50.00	
	5/28/2025	Deposit		\$ 20.00
122	6/24/2025	LJA Mailing Meeting Reminder	\$ 141.40	
			\$ (1,106.80)	
	<b>6/24/2025</b>	<b>Bank Balance</b>		<b>\$ 5,177.74</b>

**Treasurer's Report:** Treasurer George Kenny reported that LJAPOO, Inc. has a balance of \$5,177.74 (details @ left) with (5) deposits and (4) expenses since the February 2025 meeting noted.

A reminded to everyone:

**\*Membership Dues of \$20 per household are now Due!**

**\*Dues paid by check can be mailed to:**

**LJAPOO, Inc**  
**Box 1175**  
**Lake Junaluska, NC 28745**

• Susan reminded all present that only dues paying members may vote on matters of LJAPOO - with 1 Vote / Household allowed.

• Susan also reminded everyone that only dues paying LJAPOO members are eligible for the discount from the oil & Propane cartel. She recognized Ed Lafontaine as the person who is credited with originally negotiating this important discount for Lake residents. The last Oil delivery was to 29 residents.

**Nominations for 2026 Officers and Board** - Ed LaFontaine was introduced as our Nomination Chair proceeding over 2026 Elections. Ed then recognized and praised Susan Slye Giles as the current LJAPOO President for her (2) 2 year terms which will end December 2025. A round of applause was given for her work, dedication and service in this role. The Slate of Nominees for the 2026 LJAPOO, Inc Board of Directors were then presented as follows:

Officers:        President - Matthew Burton  
                    Vice-President - Jeff Mickle (to fill remainder of Matthew Burton's term)  
                    Secretary - Julie Bruijn (2nd term)

Board Members:  
                    David Lawson (2nd term)  
                    Ed Hernandez (1st term)  
                    Helen Ryde (1st term)  
                    Elaine Dye (to fill remainder of Millsap Dye's term)

There was a call for additional nominations from the floor without any coming forth. A motion was made from the floor to accept the Slate of 2026 Officers and Board Members as presented, with a second made. A vote of LJAPOO property owners was in favor of accepting the list of nominees as presented. All newly elected Officers and Board Members will begin their 2 year terms (unless otherwise noted) in January 2026.

**Proposed LJAPOO, Inc Amendment Change** - George Kenny, LJAPOO Treasurer was introduced to review the proposed LJAPOO Constitution Amendment change that was included with the meeting notice and available on the website under LJAPOO, Inc. George read the proposed change (included below) and asked if there were any comments or discussion around the proposal.

Page 1 of the July, 2021 LJAPOO, Inc Constitution

Article IV. Board of Directors

Section 1. The Board of Directors shall consist of the following:

1. President .....

2. Vice President .....

3. Secretary .....

4. Treasure .....

**5. Proceeding Past - President, shall serve in an Ex-Officio capacity to the new Board of Directors of LJAPOO, Inc for a period of one year following their term as President. The Past-President will serve in an advisory capacity to the new Board and may be invited to attend Board Meetings. However, the Past-President shall not be recognized as a voting member of the new Board of Directors.**

A motion was made from the floor to accept the proposed change to the Constitution and a second was received. A vote of LJAPOO, Inc Members was taken and was in favor of amending the July 2021 Constitution as presented.

## **Reports from Lake Junaluska Assembly and Lake Junaluska Public Works**

**LJA Executive Director Ken Howle** began by sharing that this is his 21st summer here at Lake Junaluska. He presented the following agenda:

Governance  
Public Works Update  
Hurricane Recovery  
Sharing our Gifts Campaign

- An update on governance and the 26 Board of Trustees were listed, which currently consists of 89% UMC (75% required by Bylaws) and 83% Property Owners (60% required by Bylaws)
- He provided a list of the current Executive Team:
  - Mike Huber, General Manager
  - Sandy Crenshaw, Director of Finance and Administration
  - Miranda Johns, the new Director of Development
  - Senior Administrative Assistant, Leisa McDonald
  - Junior Woody, Director of Assembly Public Works

### **Ken Provided a list of Virtual and Physical sites to go to for information about the Lake Junaluska Assembly, Public Works and our Community**

- Junaluska Weekly
- Discover Lake Junaluska magazine
- [lakejunaluska.com](http://lakejunaluska.com)
  - [lakejunaluska.com/drawdown](http://lakejunaluska.com/drawdown)
  - [lakejunaluska.com/calendar](http://lakejunaluska.com/calendar)
- [lakejunaluska.com/vision](http://lakejunaluska.com/vision) for LJA Mission, Vision, Values, and Strategic Vision.
- The site also contains a link to a list of the members of the Board of Trustees.

### **Public Works and Community**

- [lakejunaluskacommunity.com](http://lakejunaluskacommunity.com)
  - Junaluska Assembly Community Council Minutes
  - Information on LJAPOO, JACC and the Junaluskans
  - Minutes from LJAPOO and JACC (Junaluska Assembly Community Council)
- Lake Views and News Articles
- Sign-up for Text Alerts from Public Works
- [ncuc.gov](http://ncuc.gov) for NC State utilities information

### **Other Locations for Information**

- Assembly Public Works Office
- Bethea Welcome Center
- The Terrace
- Lambuth Inn
- Lake Junaluska Gifts and Grounds
- Lakeside Kiosks

## APW Director Junior Woody - report

### Current Topics:

- Civil Design Concepts will be doing the completed Water Study presentation to the JACC either in August or September
- Next they will be conducting a Wastewater study (just like the water study) and apply for a grant for payment.
- Also applying for a grant to fund the improvements to the Water System
- Waynesville will be increasing the sewer rates by 10%, with no increase to the water rate. APW will keep us informed as this goes into effect.
- Update on Dam - no structural damage, but work taking place on north side slope and a drain needs to be added per engineering findings.
- Waiting on Engineering report for rework or replacement of gates
- Road-marking has been done on North and South Lakeshore and Hickory Hill
- Yard debris pick-up - call to place work order with about a 10 - 14 day back log
- Security - now have CPR training (but they are not our 1st responders), for home checks when out of town call to set up.
- NCDOT Projects
  - Main Entrance Traffic Light and Pedestrian Crossing: utilities this month and tentative start date for lights 1st week of December
  - Pedestrian Crossing @ Golf Course & Holston Village: tentative start date this month
  - NCDOT Bridge Replacement approx 26% complete (Zachary Construction)
  - Temp bridge competed on highway 74 and will begin demolition and piling wall for flyover.
  - Russ Avenue progress at 27% completion, a lot of utility work to be done at Exit 102- Main Street (Buchanan Construction)
  - Monthly Meeting with NCDOT throughout 4 year project (now into it one year)
- **Capital Improvement Plan**

Utility Capital Improvement Plan 2025-2026			
2025 Projects	Total	Utility Work Estimate	Road Repair Estimate (Non-Utility Cost)
Tank Repairs	\$222,762	\$222,762	0
Fire Hydrant	\$131,300	\$131,300	0
Jetter Truck Loan	\$1,875 monthly		
2025-2026 Projects in Phases			
South Lakeshore Drive (water line/valves)			
County Road (waterline/ valves)			
Liberty, Kammerer & Kilgore (Water line / valves)			
Hickory Hill (waterline/valves)			
Dump Truck 2026			
Service Truck			
Total	\$355,937	\$354,062	



- **APW Financials** - non-accountable water remains in 10 - 20% threshold - overall at 17%

Financial Update				
June 2025				
		Budget	Actual	Variance
<b>Water and Sewer Funds</b>				
<b>Operational Revenues</b>		<b>\$ 301,155</b>	<b>\$ 327,807</b>	<b>\$ 26,652</b>
	Water	\$ 136,500	\$ 127,835	\$ (8,665)
	Sewer	\$ 161,508	\$ 170,712	\$ 9,204
	IJA reimbursement	\$ 3,147	\$ 3,273	\$ 126
	AIA Grant Reimbursements		\$ 25,987	\$ 25,987
<b>Operational Expenses</b>		<b>\$ 229,008</b>	<b>\$ 243,739</b>	<b>\$ (14,731)</b>
	Operations	\$ 229,008	\$ 243,739	\$ (14,731)
	AIA Grant Expenditures			\$ -
<b>Operational Cash Flow Balance</b>		<b>\$ 72,147</b>	<b>\$ 84,068</b>	<b>\$ 11,921</b>
<b>Preliminary Reserves Balance 12/31/2024</b>	<b>Net Reserves Beginning Balance</b>		<b>\$ 302,228</b>	
	<b>Capital Assessments</b>	<b>\$ 69,092</b>	<b>\$ 69,092</b>	<b>\$ -</b>
	CI Assessment Water	\$ 34,774	\$ 34,774	\$ -
	CI Assessment Sewer	\$ 34,318	\$ 34,318	\$ -
	<b>Capital Expenses 2024</b>	<b>\$ -</b>	<b>\$ 45,671</b>	
	CI Assessment Water		\$ 45,671	\$ 45,671
	CI Assessment Sewer			\$ -
<b>PRELIMINARY Reserves Balance 04-30-2025</b>			<b>\$ 409,717</b>	

- Call us if you need us :

**Office: 828-452-5911**

**Security: 828-734-5575**

**Public Works on-call: Please call security**

**Exec. Director Ken Howle** provided update with pictures on Hurricane Helene Damage repairs.

- Public facilities are 100% repaired from damage and flooding
- Large percentage of these costs have been covered by Charitable Giving from all over the country, incoming grants and surplus from Conference Center in 2024.
- Seeking funds from FEMA, but as of yet no funds have come from either FEMA or Insurance
- The Pedestrian bridge was the unsung hero of the flood as it trapped debris from reaching dam. Currently they are looking at systems that will in the future help catch debris before it reaches the bridge or the dam.

Ken discussed our communities resilience and thanked those who supported Lake Junaluska through financial donations and / or of personal time. He provided examples and stories of how members came together to support recovery workers, furthering the Lake Junaluska vision and mission. He discussed continued fundraising efforts for the annual fund, dam preservation, restoration of sacred spaces, new youth and family housing and strengthening recreation ministries. He then introduced the Sharing our Gifts Campaign and Chair Wanda Musgrave.

## **Sharing our Gifts Charitable Giving Campaign -**

**Wanda Musgrave** - Chair, Lake Junaluska Sharing Gifts Steering Committee.

This campaign was approved in 2021, had a silent opening in 2022, public opening in 2025 and will end in 2026. As of March of this year, 12.2 million of the 14 million dollar campaign has been achieved. There are six areas that this funding will be used for:

1. Enhancement of the Annual Fund
2. Build Youth and Family Housing
3. Strengthen Recreation Ministries
4. Preserve the Lake and Dam
5. Restore Sacred Spaces
6. Legacy Circle

Thank You

To learn more about the Sharing Our Gifts Campaign and ways that you can give, please scan the QR code to visit our website or contact the Lake Junaluska Development Office at

[828-454-6680](tel:828-454-6680) or [developmentoffice@lakejunaluska.com](mailto:developmentoffice@lakejunaluska.com)



**Lake Junaluska**

*A place of Christian hospitality where lives are transformed through renewal of soul, mind and body*

Adjournment: The Meeting was adjourned at 11:06

Respectfully Submitted: Julie Bruijn, LJAPOO Secretary

**The July 5th, 2025 LJAPOO, Inc. Annual Meeting is now available by Cloud Recording on Zoom by clicking on the following link:**

[https://us06web.zoom.us/rec/share/1Uv22wtPyPQUVigeiuDS6vjWgFGmY8n3g\\_zt4rVkZFFfPFrj4l\\_iAGp-vmI6txMa.NIMS86KSKMzQHb74](https://us06web.zoom.us/rec/share/1Uv22wtPyPQUVigeiuDS6vjWgFGmY8n3g_zt4rVkZFFfPFrj4l_iAGp-vmI6txMa.NIMS86KSKMzQHb74)

Passcode: 6rxrvdQ+