

Canaan Lake Association Board of Directors Meeting Minutes
4/15/2026 5:30 PM | Cardigan Commons, Cardigan Mountain School

Attendees Present: Karen Henry (President), Elizabeth Jutila (Vice President), Stephen Freese (Select Board Representative), Bill Stone (Director), Maria Clark (Director), Chris Dow (CMS Designee), Kristi Wilson (Director), Ben Hayden (Secretary-Treasurer)

Meeting was called to order by Henry at approximately 5:30 PM.

Approval of Previous Meeting Minutes: 10/15/25 Board Meeting Minutes: No comments from the BOD. Henry made a **motion to approve** the minutes as drafted; **motion was seconded** by Jutila. Minutes were **approved unanimously**.

Treasurer's Report: Hayden reviewed final 2025 year-end Treasurer's Report. Financials remain largely consistent with numbers reported in October except for the additional \$600 debit relating to the IRS filing fee paid for 501(c)(3) application and an additional \$100 received for Tom Albert Memorial Fund. 2025 ended with a slight surplus of \$865 and approximately \$34,000 in net assets. Hayden also reported that the Association has officially received 501(c)(3) designation.

Bylaws Change: Henry introduced a proposal to separate Secretary and Treasurer roles and discussion followed. No vote taken; bylaws change will be voted on at next meeting.

Mission Statement Change: Henry also proposed a slight change to the CLA mission statement, suggesting a change from "ensure" to "protect and enhance" discussed. General agreement from the board; to be included in future vote.

Conflicts of Interest: Henry pointed out that CLA bylaws dictate that all directors of the board receive and sign a conflict-of-interest statement to formally acknowledge the policy. Henry will distribute the forms for signature at the May meeting.

1st Annual Canaan Street Lake Road Race: Karen informed the board the previously discussed road race benefitting the Lake Host program is confirmed for August 8th. Sarah Booker is coordinating the event. The board discussed individuals and local groups who may be interested in participating, including CMS and Jim Burnett's running club.

President's Report:

- *Tom Albert Memorial Fund:* Funds allocated to water testing equipment after no response from family. Temperature probe and dissolved oxygen meter were purchased; CLA no longer needs to borrow equipment for this purpose.
- *NH Lakes Letter of Commitment:* Henry shared the letter she wrote on behalf of the CLA supporting NH Lakes' grant application.
- *Road Salt:* The Source Water Protection Committee's proposed low/no salt area has been reduced to the flatter, straighter portion of Canaan Street between John Roberts Road and approximately 543 Canaan St. The Mascoma School Board has indicated a willingness to consider this proposal.
- *Lake Smart Program:* 13 Lake Smart properties. Dow will suggest to CMS that the school invite a LakeSmart visit in the near future.

Discussion Topics:

- **Lake Host Expansion:** The board discussed the benefits of expanding the Lake Host program however there are concerns that boat volume is not high enough during the weekdays to warrant a

full-time host at the boat ramp. The board agreed to test demand using volunteer observation (in particular the week of July 4th) before committing additional resources.

- **Boat Cleaning Station:** Henry raised the suggestion of the CLA sponsoring a boat cleaning station; Freese was asked if the Town might be able to store the station during the off season who requested more information. Henry will follow up with photos of a sample cleaning station and additional information for Freese to take to the town.
- **Targeted Donations:** The board discussed providing members and donors the ability to direct their donation specifically to the Lake Host program; Freese made a **motion to modify the membership form and online donation portal** to facilitate directed giving, **seconded** by Henry. **The motion passed unanimously.**
- **2nd Annual Snail Hunt:** The board indicated interest in holding the snail hunt again; Henry confirmed that Williams previously indicated willingness to organize it this year. There was discussion regarding extending the time of the hunt, per a request from Hypertherm, as well as discussion about the date. The board agreed that the hunt should be held earlier in the summer to ensure warmer weather, suggesting that Hypertherm choose the date from among July 21, 22, 23 or 28, 29, 30.

Reports:

- *Lake Hosting:* Awaiting grant notification. Manager has been hired for the season, some paid hosts onboard, and two volunteers so far.
- *Water Quality:* Last year's report is pending. First testing scheduled for June 29 at 10 am with biologist present.
- *Loons:* Wilson's loon awareness sign has been placed at the town beach. Several board members mentioned sighting a pair of loons on the water.

Jutila made a **motion to adjourn** and was **seconded** by Freese. **The motion passed unanimously**, and the meeting adjourned at approximately 6:25 PM.