

**Apple Canyon Lake Property Owners Association
Board of Directors Meeting Minutes
March 16, 2024**

APPROVED

1.0 Call to Order: Meeting called to order by Chair Nolan Mullen at 8:03 AM. Additional Directors present: John Anderson, Bob Ballenger, Bill Becker, Carmel Cottrell, Brian Holt (via Zoom), Mark Kosco, Debra McNamee, and Laura Pratt.

2.0 Executive Session – Motion to go to executive session at 8:03 AM made by Bob Ballenger, seconded by John Anderson. Motion carried

3.0 Return to Open Session – Motion to return to open session made by Mark Kosco at 9:05 AM. Seconded by John Anderson, motion carried unanimously.

4.0 Pledge of Allegiance – after the Pledge of Allegiance, a quorum was present with the following Directors in attendance: Nolan Mullen, Bill Becker, Bob Ballenger, John Anderson, Carmel Cottrell, Brian Holt (via Zoom), Debra McNamee, Mark Kosco and Laura Pratt. Interim General Manager Mike Harris was absent.

5.0 Approve/Adopt Minutes from the February 17, 2024, Board Meeting – Bill Becker motioned “to approve/adopt the minutes from the February 17, 2024 Board Meeting.” Seconded by John Anderson, motion carried with Mark Kosco abstaining. Laura Pratt motioned “to amend minutes from January 20, 2024, meeting – remove the Conservation Report from Committee/Commission reports and move that to the property owner section.” She explained that this was not an official report, more of a property owner report. Seconded by Bob Ballenger, motion carried with Mark Kosco abstaining.

6.0 Treasurer’s Report – Steve Borst reported working with Heather Miller and Ashley Randecker trying to understand the NorthStar system. Two great employees. Quite a challenge but working together. Mike Harris and Mike Yorke have also worked hard on this. Good team. The report will be in *The Apple Core*.

7.0 Committee/Commission Reports

Flood Mitigation - Laura Pratt reported sealed bids will be looked at on Monday, received two.

Conservation - Deb McNamee – concerns about the clearing of greenway – found that they were not following our governing documents. Since then, they have changed their procedures. Greenway Stewardship changes have been made and we are back up and running.

Maintenance – Carmel Cottrell – met about solar and will go out to get more bids. Aluminum collection was discussed again.

Memorial Pavilion Ad Hoc – Carmel Cottrell – Painting to be done this spring, when weather permits. Interviewing landscapers. Selling of engraved pavers continues.

Board Nominating – Mike Yorke reported they are right on track with seven candidates. Meet the Candidates event will be in May. Moved this event closer to the election according to our governing documents. Will be drawing names today to determine the order of the names on the ballot.

8.0 General Manager’s Report – General Manager’s Report will be in *The Apple Core*.

9.0 President’s Report – President’s Report will be in *The Apple Core*.

10.0 Any Additions to the Agenda

11.0 Consent Agenda

11.1 Committee/Commission Changes – Laura Pratt motioned “to approve Leah Holt to join the Recreation Commission; to approve Pam Opyd to join the Trails Commission; to approve Don Spolum to join the Deer Management Commission; to approve Gary Hannon and Dave Martin to join the Board Policy Ad Hoc Commission; to disband the General Manager Search Ad Hoc

Commission; and to approve Jody Ware's appointment to Chairperson, to approve Gary Hannon's appointment to Vice Chairperson; and to approve Sue Meusel's appointment to Secretary of the Employee Handbook Ad Hoc Committee. Seconded by Carmel Cottrell, motion carried with John Anderson abstaining.

12.0 Unfinished Business

12.1 Employee Handbook Language Changes – 2nd Reading – John Anderson motioned “to suspend Roberts Rule of Order.” Seconded by Carmel Cottrell. Motion carried unanimously. The employee handbook commission went back and looked at this again with the suggestions from the Board from the last meeting. PTO – 6.2 section. Few minor typographical errors (remove the ‘s’ in employees; close parenthesis in wrong location). Bill Becker motioned to reinstate Roberts Rule of Order.” Seconded by John Anderson, motion carried unanimously.

Carmel Cottrell motioned “to approve Employee Handbook Policy 6.2 Paid Time Off with the two grammar changes.” Seconded by John Anderson, motion carried unanimously.

13.0 New Business

13.1 Event Seating - Deb McNamee motioned “to approve the Recreation Commission to purchase ten (10) ULINE Model H-516BR 6 ft. folding picnic tables in tan and ten (10) heavy duty steel umbrella base stands not to exceed \$4,500.00 using the Recreation Commission's designated fund.” Seconded by John Anderson. Discussion: these will be picnic tables with benches attached. Die cast metal. Heavy duty tables, great reviews. Each bench can handle 900 lbs. on each side. Nowhere to sit at concerts, this will help out that issue. Motion carried unanimously.

13.2 Food Truck Vendor – Deb McNamee motioned “to approve That 1 Place Bean coffee truck as a food truck vendor for 2024.” Seconded by John Anderson. Discussion: Carmel Cottrell: *Addendum for article 6A not included – and no vendor address is included on the first page.* We need dates and times for when this food truck will be here. Standard Operating Procedure – step by step process on how this works. Need to review the entire contract. Laura Pratt: Should charge more than \$25.00 for the whole weekend. John Anderson: We talked about raising this at Rec [Recreation Commission]. Some people backed out. They don't even make that much. We do not need to make money off of these trucks. Offering this for our members. Laura: On the other hand, charging only \$25 for the whole 2 or 3 day weekend is not much to lose if a vendor wants to back out if something else comes along for them. Minimum charge observed elsewhere is \$75 per day. Deb McNamee and John Anderson withdrew their motions. **Contract is missing information.** Mark Kosco motioned “to table this agenda item.” Seconded by Carmel Cottrell, motion carried unanimously.

13.3 Marina Bay Prairie - Deb McNamee motioned “to approve the Conservation Commission project for planting one acre of prairie seed along the Marina Bay Trail.” Seconded by Carmel Cottrell. Motion carried unanimously.

13.4 ACL Dam Hillside Prairie - Laura Pratt motioned “to approve the Conservation Commission project for planting two acres of prairie seed at the location of the dam hillside.” Seconded by Carmel Cottrell. Discussion: Will the spillway construction affect any of this? Jody Ware (ACL Foundation) – we asked that question, and Tyler said no. Work will be done on top of the dam. Prairie is on the hillside. Motion carried unanimously.

13.5 Oak/Hickory Savanna - Carmel Cottrell motioned “to approve the Conservation Commission project for the Oak/Hickory Savanna project near Johnson Lane and Harding Court.” Seconded by Laura Pratt. Motion carried unanimously.

13.6 Garden Club of ACL Children's Garden – Deb McNamee motioned “to approve the Garden Club of ACL project for an educational sign and bushes in the Children's Garden.” Seconded by John Anderson. Motion carried unanimously.

13.7 Conservation Educational Signs – Laura Pratt motioned “to approve the Conservation Commission project for nine educational signs on ACL property.” Seconded by Carmel Cottrell. Discussion: signs there now (6) have been there over 20 years. Motion carried unanimously.

13.8 Memorial Pavilion Landscaping - Bill Becker motioned “to approve the landscaping project around the ACL Memorial Pavilion.” Seconded by Mark Kosco. Motion carried unanimously.

13.9 Ballot Name Drawing – Mike Yorke announced the order of the ballot names as they were drawn:

First name – Dave Allgood; second name – Suzyn Price; third name – Bob Ballenger; fourth name – Mike Ward; fifth name – Nolan Mullen; sixth name – Mara Okerman; seventh name – John Anderson

14.0 Property Owner Comments

Jody Ware – thank you to the board for approving the foundation grants. The most money we have given out in grants. Great money earned by the Foundation that goes back to the association, which was the intent in establishing our group. May Day Auction – great event and our biggest fund raiser will be held on May 4th. Please attend.

15.0 Adjourn – Motion to adjourn by Mark Kosco at 10:01 AM. Seconded by Carmel Cottrell, motioned carried unanimously.

Recording Secretary, Rhonda Perry

President, Nolan Mullen

Corporate Secretary, Laura Pratt

Date