

**Apple Canyon Lake Property Owners Association
Board of Directors Meeting Minutes
January 16, 2016**

APPROVED

2.0 Call to Order – President Mike Harris called the regular monthly meeting of the Apple Canyon Lake Property Owners Association to order at 9:00 a.m. on Saturday, January 16, 2016.

3.0 Pledge of Allegiance – After the Pledge of Allegiance, a quorum was present the following directors in attendance: John Asta, Marge Clark (via teleconference), Chuck Larsen, Mike Harris, Rich Krasula, Jody Ware, Fred Turek, and Jim Craig. Director Bob Ballenger was absent. Interim Operations Director Rick Paulson was also in attendance.

4.0 Approve/Adopt November 21, 2015 Minutes – Rich Krasula motioned “to approve the November 21, 2015 minutes”; seconded by Jim Craig. Minor corrections were made in 6.0 Committee Reports and 12.1 Honkamp Software Consultant Engagement Letter. Motion carried with one abstention from Marge Clark.

5.0 Treasurer’s Report – Rich Krasula read from the November Treasurer’s Report. December financials are not available yet. The full November report will be published in *The Apple Core* and on the website.

6.0 Committee Reports –

AECC – Mike Harris reported they did not meet in January.

Legal – Marge Clark reported they have done most of the preliminary work aligning the Covenants with CICA and will complete a final review at their next meeting before presenting their recommendation to the Board.

Conservation – Rich Krasula reported they also did not meet in January.

Chuck Larsen - On February 6 the Happy Campers will meet at 1 pm in the Clubhouse for food, games, and movies. All are invited to attend; it is not just for campers. The campground is scheduled to open the first weekend in April, weather permitting of course. The Dam Advisory Panel is working to ensure the dam outlet pipe inspection is completed in the first half of 2016. The Panel is in need of more members.

7.0 Operations Director’s Report – Rick Paulson gave updates on projects completed and sent for bid. The new (used) Security squad was parked outside for people to see. We got a great deal on this vehicle thanks to the research of Steve Mischler and mechanical expertise of Deryl Broshous. The Clubhouse doors will be replaced in April and the new roof section in April or May. New boat docks are stacked high behind the Maint. building. Mike Malon has created a plan for rip rap. RFPs have been sent for campground mulch, a greens roller, and a boat trailer. Rick has completed the campground analysis with the exception of payroll. The analysis will be presented at the February Board meeting. Staff has completed a detailed equipment inventory with replacement values. He and Joe Forman are working with the insurance company to ensure we are properly covered.

8.0 President's Report – Before giving his report, President Mike Harris asked that the Board act on item **12.4 Compensation proposal for new GM/Operations Director** – Rich Krasula motioned “to approve the offer letter and compensation package for Shaun Nordlie for the position of Operations Director/General Manager as specified by the Board at the special Board meeting on January 9, 2016.” Seconded by Jody Ware. With no discussion, the motion carried unanimously. Mike reported that last Friday the GM Search Committee interviewed two candidates, who also had lunch with staff. On Saturday, the Board interviewed both candidates and came to a unanimous decision to hire Shaun Nordlie as Operations Director/General Manager. Shaun is a graduate of the University of Minnesota-Minneapolis Curtis L. Carlson School of Management. He has previously worked at Tanglewood Resort in Texas and is currently at Lake Carroll. He has many years of experience and we are happy to welcome him to ACL. Shaun Nordlie then said a few words, he is excited to be a part of the team and will start in February. He is excited to be here. Mike then thanked Rick for everything he has done, Shaun has big shoes to fill. Rick will go back to his position at Maintenance.

9.0 Property Owner Comments –

George Drogosz, 8-48, urged all property owners and Board members to attend the Watershed meetings. Our focus should be protecting the lake.

Bob Achille, 13-67, read from an email he sent to the Board on Friday, January 15. He believes that Restricted Lots should continue to be allowed, but with additional amenity fees charged to these lot owners who want to use the facilities. He offered his assistance in creating these changes if the Board is interested.

10.0 Consent Agenda – Chuck Larsen motioned “to approve the consent agenda items: committee changes (to appoint Kim Rees, Erin Winter, and Gary Hannon to the Lake Monitoring Committee, and Vickie Serhson and Amanda Freidag to the Rules and Regulations Committee; and to accept the resignation of Jan Rich from the Recreation Committee, Jim Craig from the Rules and Regulations Committee, and Darryle and Sharon Burmeister from the Lake Monitoring Committee); and dissolution of the Campground Task Force” seconded by Fred Turek. The motion carried unanimously.

11.0 Unfinished Business

11.1 Planning Resources – Chuck Larsen motioned “to pay \$4,131.25 to Planning Resources. Funds will be paid from the 2016 R & R Budget.” Seconded by Rich Krasula. With no discussion, the motion carried unanimously.

12.0 New Business

12.1 Jo Daviess County SWCD Professional Services Agreement – Chuck Larsen motioned “to renew the Professional Services Agreement with the Jo Daviess County Soil and Water Conservation District for the period of January 1, 2016 through December 31, 2016.” Seconded by Rich Krasula. Marge Clark questioned if this agreement is always annual, Mike Harris responded yes, it is. With no further discussion, the motion carried unanimously.

12.2 Golf Committee Designated Fund purchase – Chuck Larsen motioned “to approve the Golf Committee's purchase of stone for a retaining wall at the new forward tee on hole #2. The cost of the stone will not exceed \$500. The money will be deducted from the Golf Committee's

Designated Fund. The balance in their fund as of November 30, 2015 was \$9,711.11. All work will be done in house.” Seconded by Fred Turek. With no discussion, the motion carried unanimously.

12.3 General Manager job description – Jody Ware motioned “to approve the General Manager job description as presented.” Seconded by John Asta. With no discussion the motion carried unanimously.

13.0 Other – Jody Ware motioned “to accept the President's recommendation to form four ad hoc committees: Transition Ad Hoc Committee - Mike Harris, Jody Ware, Joe Forman, Marge Clark and Rich Krasula; Employee Job Description Ad Hoc Committee - Jody Ware, Gary Hannon, and John Asta; Employee Handbook Ad Hoc Committee - Mike Harris, Rick Paulson, Jody Ware, and Marge Clark; and Pro Shop Food and Beverage Study Ad Hoc Committee - Kevin Kavanaugh, Rich Krasula, and Rick Paulson." Seconded by Rich Krasula. Shaun Nordlie will participate in all once he comes on board. Anyone looking to join any of these committees should contact the office. Charges will be created for each ad hoc committee and approved at the February Board meeting. With no further discussion, the motion carried unanimously.

Meeting adjourned at 9:38 A.M.

Recording Secretary, Megan Shamp

President, Mike Harris

Secretary, Jody Ware

Date