

**Apple Canyon Lake Property Owners Association
Board of Directors Meeting Minutes
February 21, 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, February 20, 2016.

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

4.0 Approve/Adopt January 9, 2016 and January 16, 2016 Minutes – Rich Krasula motioned “to approve the January 9, 2016 minutes;” seconded by Jim Craig. One minor typo was corrected in item 4.0. Motion carried with one abstention from Bob Ballenger. Chuck Larsen motioned “to approve the January 16, 2016 minutes;” seconded by Rich Krasula. Motion carried with one abstention from Bob Ballenger.

5.0 Treasurer’s Report – Rich Krasula summarized his December, 2015 Treasurer’s Report. The full report will be published in *The Apple Core* and on the website.

6.0 Committee Reports –

AECC – Mike Harris reported AECC approved the relocation of a freezer and cooler to the exterior of the Pro Shop. This item is on today's agenda.

Conservation - Rich Krasula reported two cut up trees have been placed on the ice in President's Bay. All but one landscaper has responded to their survey, and none are using phosphorus products. Two new greenway stewardship applications have been received. Mike Malon has completed the first draft of the watershed plan, which he will present in detail Thursday, March 10 and Saturday, March 12. These watershed meetings are open to everyone and it is important for everyone, especially Board members, be aware of the contents of the watershed plan. A financial commitment will be required to follow it.

Legal – Marge Clark reported they have completed the proposed revision of the Covenants to comply with CICAA, which will be discussed in workshop after this meeting. The Association is required by law to make these changes and this phase of the revision will not require a membership vote. The full copy will be published in *The Apple Core*.

Campground - Chuck Larsen noted the campground is scheduled to open the first weekend in April, weather permitting. He asked that an update on the campground Wi-Fi be given at the next Board meeting. The Dam Advisory Panel is still looking for more members, one does not need an engineering background to join.

7.0 Operations Director’s Report – Shaun Nordlie has been here two weeks, meeting with staff and learning more about ACL. He hopes to start meeting with more property owners in the coming weeks. Shaun provided an update on ongoing Maintenance Department projects. If we should have an early spring, we will be ready to go. The Cove is projected to open April 15.

8.0 President's Report – Mike Harris noted that Shaun has been on board for two weeks and hasn't had a day off. He has been busy attending meetings & meeting with board members as part of the transition. Mike thanked everyone for attending Rick Paulson's reception at the Pro Shop. A meet and greet reception for Shaun will be held after Meet the Candidates, April 16.

9.0 Property Owner Comments – There were no property owner comments.

10.0 Consent Agenda – Chuck Larsen motioned “to approve the consent agenda items: committee changes (to appoint John Asta to the Dam Advisory Panel; William Ware to the AECC; Roger VanDerLeest and Rachel Downing to the Pro Shop Food & Beverage Study Ad Hoc Committee; Joe Forman, Gary Hannon, and Dave Martin to the Employee Handbook Ad Hoc Committee; and Marge Clark, Joe Forman, and Dave Martin to the Employee Job Description Ad Hoc Committee; and to accept the resignation of Dan Bethke from the Golf Committee); dissolution of the General Manager Search Committee; appoint Board Liaisons to committees (Marge Clark to Rules & Regulations and Mike Harris to Maintenance); and designated signer for ACLPOA accounts” seconded by Marge Clark. The motion carried unanimously.

11.0 Unfinished Business

11.1 Ad Hoc Committee Charges – Chuck Larsen motioned “to approve the charge of the Pro Shop Food & Beverage Study Ad Hoc Committee, Transition Ad Hoc Committee, Employee Handbook Ad Hoc Committee, and Employee Job Description Ad hoc Committee, as included in the Board packet and attached to this motion card.” Seconded by John Asta. Bob Ballenger motioned to amend the Transition Ad Hoc Committee charge to read "to recommend" instead of "to set." Motion to amend seconded by Marge Clark. The motion to amend carried unanimously. The Pro Shop Food & Beverage Study charge language was also questioned. Mike Harris stated that Kevin Kavanaugh wrote this charge and as part of the committee, he can clarify the intention to the committee. The current concept of the Golf Course [discussion was directed to Pro Shop food & beverage services] is that it is an amenity, which the Association supports financially. This group will analyze if this concept is most favorable to property owners. Bob Ballenger questioned why the Transition Ad Hoc Committee was even being created, their charge is a duplication of the responsibilities of the Executive Committee of the Board of Directors. He questioned where in the Governing Documents it states that we are allowed to delegate the responsibilities of the Executive Committee? Marge Clark stated that the Bylaws allow it, and the group was created in response to previous Executive Committees who were not active in the transition with the previous Operations Director or Interim Operations Director. In response to a question about the Employee Handbook and Job Description Ad Hoc Committees, Shaun Nordlie will participate on both; he is an Ex-Officio member of every ACL committee. Their meetings will also be held during the week so that staff can participate. Bob Ballenger motioned "to delete the Transition Ad Hoc Committee," seconded by Jim Craig. A roll call vote was taken, Turek - abstain, Asta - yea, Craig - yea, Krasula - nay, Ballenger - yea, Clark - nay, and Larsen - nay. Motion failed. Jim Craig then motioned to separate the Transition Ad Hoc Committee Charge from the original motion, seconded by Bob Ballenger. The motion to separate carried unanimously. Bob Ballenger motioned, seconded by Chuck Larsen, “to approve the charge of the Pro Shop Food & Beverage Study Ad Hoc Committee, Employee Handbook Ad Hoc

Committee, and Employee Job Description Ad hoc Committee, as included in the Board packet and attached to this motion card." The motion carried unanimously. It was noted that the original motion was still on the table. Chuck Larsen withdrew his original motion, and John Asta his second. Jim Craig motioned "to table the Transition Ad Hoc Committee Charge," seconded by Fred Turek. The motion to table failed. Rich Krasula motioned "to approve the amended Transition Ad Hoc Committee charge," seconded by Chuck Larsen. The motion carried with one opposed, Bob Ballenger.

12.0 New Business

12.1 Strategic Plan Committee – Chuck Larsen motioned "to approve the creation of the Strategic Plan Committee, its members: Joe Forman, Don Ford, Mike Harris, Jody Ware, and Marge Clark, and its charge: To create a strategic plan document utilizing the input from key stakeholders, the General Manager, staff, and the membership to set and prioritize strategic goals and provide direction for ACLPOA." Seconded by Fred Turek. The key stakeholders referenced in the charge are ACL committee chairs. This strategic plan will not replace the Comprehensive Master Plan; it addresses shorter term goals. With no further discussion, the motion carried unanimously.

12.2 Campground Analysis – Rick Paulson read from his campground analysis. The Maintenance Department has been tracking the expenses of the campground for the past year. Jim Craig questioned why the primitive campsites were not included in the count for sites/expenses. He also noted that the revenue for Campground Winter Storage was not included in the analysis. Rick Paulson agreed that it was missed, he will go back and add those fees. Jim Craig stated that looking at this document, the campground is one of the few amenities making money. Rich Krasula noted that the cost of large future R & R projects offsets any profit. Rich recommends that Rick and Shaun continue looking at this. He does not feel that the campground as currently administered should be considered an amenity considering that it is not open to everybody. There are more people on the waiting list for a seasonal site, than there are seasonal sites. Only a small number of property owners have an opportunity to camp. It was pointed out that seasonal campsites are no different than the boat slips, to which everyone agreed. The campground analysis was presented for informational purposes only, no motion is required.

12.3 Pool shade additional funds – Chuck Larsen motioned "to approve an additional \$3,500 for the modifications to the previously approved sunshade structure for the upper deck of the pool." Seconded by Rich Krasula. Rick Paulson explained that the project was sent for bid with the installation information provided, we made the mistake of assuming the vendors complied with our request when the bids were returned. Marge Clark questioned why only one bid was provided in the board packet. Rick Paulson replied that we contacted the same vendor who provided the other sunshades at the pool so they would be of uniform appearance. The Board instructed staff to bring this item back with two more bids, even if the shades would not exactly match those currently installed at the pool. The motion failed with zero yeas.

12.4 Patio furniture for Cove – Rich Krasula motioned "to approve the purchase of 65 metal outdoor chairs to replace the deteriorated plastic chairs at The Cove, at a cost not to exceed \$3,100." Seconded by Marge Clark. Rich was concerned that the purchase of these chairs would come from Operating and not the R & R. Members of the Board were concerned that the three

sample chairs included in the Board packet did not include a recommendation. Rick responded that he was asked by President Harris to quickly put something together to get this on the agenda so that the chairs would be here before the Cove opens in April. Others were concerned that one chair option did not have arms. Rich Krasula motioned to amend his motion to read “to approve the purchase of 65 metal outdoor arm patio chairs to replace the deteriorated plastic chairs at The Cove, at a cost not to exceed \$3,100, to be purchased from the R & R budget.” Bob Ballenger seconded the motion to amend. A vote was taken and the motion to amend carried unanimously. The amended motion then carried unanimously.

12.5 Pro Shop exterior freezer & cooler – Bob Ballenger motioned “to approve the reallocation of R & R funds designated for the purchase of a new beer cooler, commercial freezer, and speed rail, to the relocation of the walk in cooler and freezer to the exterior of the Pro Shop per the plans that were unanimously approved by the AECC on February 6, 2016.” Seconded by Fred Turek. This project will cost approximately \$2,800. The commercial freezer will no longer be purchased and funds will still be available for the speed rail and the beer cooler, should the existing beer cooler fail. Overall the Association will still save approximately \$2,000. The motion carried unanimously.

Meeting adjourned at 10:46 A.M.

Recording Secretary, Megan Shamp

President, Mike Harris

Secretary, Jody Ware

Date