

**Apple Canyon Lake Property Owners Association
Board of Directors Meeting Minutes
June 18, 2016**

APPROVED

2.0 Call to Order - President Pro Tem Bob Ballenger called the regular meeting of the Apple Canyon Lake Property Owners Association to order at 9:00 a.m. on Saturday, June 18, 2016.

3.0 Pledge of Allegiance - After the Pledge of Allegiance, a quorum was present with the following directors in attendance: John Asta, Gordon Williams, Jody Ware, Rich Krasula, Bob Ballenger, Gary Hannon, Barb Hendren, and Jon Sonntag (teleconference). Jim Craig was absent. General Manager Shaun Nordlie was also in attendance.

4.0 Order of the Day – Rich Krasula motioned to nominate Jody Ware for President, seconded by John Asta. Rich Krasula motioned to nominate Bob Ballenger for Vice President, seconded by Gordon Williams. Bob Ballenger motioned to nominate Rich Krasula for Treasurer, seconded by Barb Hendren. Bob Ballenger motioned to nominate Gary Hannon for Secretary, seconded by Rich Krasula. There were no other nominations. The motions for Jody Ware for President, Bob Ballenger for Vice President, Rich Krasula for Treasurer, and Gary Hannon for Secretary carried unanimously. President Jody Ware then led the meeting.

5.0 Approve/Adopt May 21, 2016 Minutes - Rich Krasula motioned “to approve the May 21, 2016 minutes.” Seconded by John Asta. Roll call: John Asta – yea; Gordon Williams – yea; Rich Krasula – yea; Bob Ballenger – abstain; Jon Sonntag – yea (via phone); Gary Hannon – yea; Barb Hendren – yea, motion carried.

6.0 Treasurer’s Report – Rich Krasula summarized the May, 2016 Treasurer’s Report. The full report will be published in *The Apple Core* and posted on the ACL website.

7.0 Committee Reports –

Conservation Committee – Rich Krasula reported that the Volunteer Lake Monitoring began in May. The committee hosted a Watershed Education table. The committee has asked management for another recycling dumpster. Also reported there was a fish kill on the lake – stress fungus, no real concern.

Lake Monitoring – Gary Hannon reported the clarity is down to 13.5 feet, which is very normal for this time of year; oxygen is down to 12 feet – again, very normal.

Employee Job Descriptions Ad Hoc - Jody Ware reported the group will be meeting on Monday.

Employee Handbook Ad Hoc - Gary Hannon reported that they met to discuss the Employee Handbook and they are finished with six sections – the handbook should be ready soon.

Strategic Plan – Jody Ware reported that a presentation will be given later on today.

Legal - Jody Ware reported that the committee met last Sunday and are continuing the process of aligning the governing documents.

Maintenance – George Drogosz reported committee met, but had no quorum, however, they did spend this time getting the GM up to speed on various items.

Trails – George Drogosz reported their meeting was cancelled.

Ad Hoc Amenity Tag Committee – George Drogosz reported that the committee met and again, spent the time getting the GM up to speed on various items.

Budget – Ron Carpenter reported that the Budget Committee is meeting this afternoon and we need Board members to attend.

8.0 General Manager’s Report – Shaun Nordlie reported that 33 liens were filed with one paid. We have published the lot auction next weekend with 43 lots up for auction. Trails are opened completely, still working on area north of Remington, but it is open. Presenting operating budget today. On July 11, we will start again with software demonstrations and hopefully will make a decision by the end of July. We are still on track with this project.

9.0 President’s Report - Jody Ware wanted to thank Mike Harris for all he has done while serving as President. Jody welcomed new board members.

10.0 Property Owners Comments – None.

11.0 Consent Agenda – Bob Ballenger motioned “to approve the consent agenda items: Committee changes (to accept the resignation of Karen Loete and Anthony Abruzzo from the Tellers Committee; and to appoint Tom Ohms to the Conservation Committee).” Seconded by Rich Krasula, motion carried unanimously.

13.0 New Business

13.1 Deer Management Committee Designated Funds Usage – Archery Supplies – Rich Krasula motioned “to approve the purchase of six replacement archery qualification targets in an amount not to exceed \$750, to be paid from the Deer Management Committee’s Designated Fund. The current balance in the fund prior to this expenditure is \$1,687.15.” Seconded by Bob Ballenger, motion carried unanimously.

13.2 Deer Management Committee Designated Funds Usage – Secretary – Rich Krasula motioned “to approve the expenditure of \$250 from the Deer Management Committee’s Designated Fund to reimburse John Sershon for monies expended for secretarial duties. The current balance in the fund prior to this expenditure is \$937.15 (considering archery targets previously approved).” Seconded by Bob Ballenger, motion carried with John Asta abstaining. Discussion about receipts or documentation. Also suggested to utilize the office printers, etc. Jim Petelle reported that this was a job that Security did not have time to do and he took this on. John Asta commented that no committee member should be reimbursed for their time and expenses should be pre-approved.

13.3 Request to Restrict Lots – Bob Ballenger motioned “to approve the request to restrict lots 13-081 and 10-014.” Seconded by John Asta. Roll call: John Asta – nay; Gordon Williams – nay, Rich Krasula – nay, Bob Ballenger – abstain; Gary Hannon – nay, Barb Hendren – nay. Motion denied.

13.4 Committee Procedure – Rich Krasula motioned “to approve the requested revisions to the Committee Practices, Procedures, Statements and Charges as submitted by the Rules and Regulations Committee.” Seconded by Gordon Williams. The charge to the Rules & Regs committee was to improve the system for new committee members to get on a committee. Brought to the Board today is a procedure for the member wishing to serve on the committee, to

complete an application and return to the office. The application would then be forwarded to the appropriate committee chair who will invite the applicant to the next committee meeting for orientation. Then after the meeting, the chair would meet with the potential committee member and discuss any questions the applicant may have, sign off and the Board would approve. The committee would not vote; this is just an introduction for the applicant. Jody has concerns about the timeliness of this – what if the committee doesn't meet for a long period of time? Need to adjust the application to indicate what would happen if no meeting has been scheduled – maybe meet with the chair one on one. Bob Ballenger motioned “to table this agenda item and bring back to Rules & Regs Committee.” Seconded by Rich Krasula, motion carried unanimously.

13.5 Lot Combination 11-182 and 11-183 - Bob Ballenger motioned to “approve the Lot Combination Agreement requested by the Hills for Lots 182 and 183 in the Fairway (11) subdivision. Once recorded, the Lot Combination Agreement may not be revoked or rescinded.” Seconded by Rich Krasula, motion carried unanimously.

13.6 Dissolve GM Search Committee Designated Fund – Rich Krasula motioned “to dissolve the GM Search Committee Designated Fund.” Seconded by Gordon Williams, motion carried unanimously.

13.7 Plan on a Page/Long Range Plan – Shaun Nordlie presented a brief PowerPoint on the Strategic Plan Committee’s work. Rich Krasula motioned “to approve long range goals and one-year action plan as presented.” Seconded by Bob Ballenger, motion carried unanimously. Rich Krasula commented that we’ve tried to do this in the past, but nothing was done. This is a great start and an excellent job of putting this together. Jody Ware noted that this is a living document and can change as we move forward. Gordon Williams commented that this is a measurement process and is always visible.

13.8 Change of Insurance Agent – John Asta motioned “to approve the change in insurance agents from Bullis & Sundberg Insurance Services to Williams-Manny Insurance Group and Broadmoore Insurance Agency.” Seconded by Gordon Williams, motion carried unanimously.

13.9 Covenants Cleanup from Phil Jensen – Rich Krasula motioned “to approve the Amended Declaration, with housekeeping cleanup from Phil Jensen.” Seconded by Barb Hendren, motion carried unanimously.

Meeting adjourned at 10:19 a.m.

Recording Secretary, Rhonda Perry

President, Jody Ware

Secretary, Gary Hannon