

**Apple Canyon Lake Property Owners Association
Board of Directors Meeting Minutes
November 19, 2016**

APPROVED

2.0 Call to Order – President Jody Ware called the regular meeting of the Apple Canyon Lake Property Owners Association to order at 9:00 a.m. on Saturday, November 19, 2016.

3.0 Pledge of Allegiance – After the Pledge of Allegiance a quorum was present with the following directors in attendance: Jody Ware, Gordon Williams, Gary Hannon, Bob Ballenger, Rich Krasula (via conference phone), Jim Craig, Barb Hendren, John Asta, and Jon Sonntag. General Manager Shaun Nordlie was also in attendance. Jody informed the group about an addition to the agenda – 12.7 Legal Counsel Professional Services Team.

4.0 Approve/Adopt October 15, 2016 Minutes – Gary Hannon motioned “to approve the October 15, 2016 minutes.” Seconded by Gordon Williams. Motion carried.

5.0 Treasurer’s Report – Both the September and October Treasurer’s Report were provided. Rich Krasula summarized the October, 2016 Treasurer’s Report. The full reports will be published in *The Apple Core* and posted on the ACL website.

6.0 Committee Reports –

Long Range Planning/Strategic Planning - Jody Ware reported that they met last week and more details will be in her President’s report.

Lake Monitoring – Gary Hannon reported that the lake was tested on October 31 and this would be the last test of the year. Testing will begin again in April of 2017. The lake temperature was at 57 degrees and the lake has completely turned over. As the water gets colder, the dissolved oxygen is deeper.

Conservation – Rich Krasula reported that Kim Rees gave a presentation using data from the IL Lake Monitoring website. Mike Malon has submitted a request for an intern again and also requested AmeriCorps volunteers. A large new greenway stewardship program has been submitted for an area across the lake from the clubhouse. Mike is also putting together a buffer zone demonstration near the Cove. There will be no December or January meeting.

Trails – George Drogosz reported that they had a meeting earlier this month. They met with the Strategic/Long Range Planning Committee. This new software that we have will hopefully assist us in determining which way we can go for registration of vehicles. Maintenance is not conferring with the Trails Committee. The work is completed now, but the maintenance department needs to work with the Trails Committee.

Nominating Committee – Barb Hendren reported that they had a coffee last week. One applicant did show up; it was not well attended. The committee has received applications from three candidates.

7.0 General Manager’s Report – Shaun Nordlie reported that the new Abacus21 software project is proceeding quickly right now – up to about two to three conference calls every week. The conversion of lots and people (owners) should take place by November 28. POS will start on

the 28 also, he is very impressed so far with the software and the support. Still on track for January 1 live. The mailing is getting ready to go out for January 1. The dredge moved to Hawthorne Bay. The water is turned off at all outlets. Today is the last day for the \$5.00 burger basket at the Pro Shop, they will have weekly Saturday specials.

8.0 President's Report – Jody Ware handed out information about the Plan-on-a-Page Action Plan, listing the accomplishments so far this year and what will be continued into 2017. Her full report will be published in *The Apple Core*.

9.0 Property Owner Comments

Marcy Stanger, 13-17, representative from Jo Carroll Energy, reported that they have a new CEO Mike Kasper starting December 1. Marcy will also run again for the Jo Carroll Energy Board and asked if there are any concerns to please let her know.

Bob Stanger, 13-17, asked if the new software program include a photo i.d. card capability for a future time. Shaun informed Bob that employees will have i.d. cards for timekeeping and POS eventually, and there is an option for property owners as well. Bob also commented that from Jody's report, there has been a lot of training, which is good. He asked about participation and Jody responded by saying the whole board did participate in the training. For training for Abacus, we've included a lot of individuals at the Lake.

Henry Doden, 13-129, asked if we have a policy for disposing of equipment. He heard we sold a mower to an employee for \$100.00. He also asked about our new floats. Maintenance plans to build the docks the same way as before. He feels they are taller than they really need to be, thus costing more than we need to spend. None of the sediment was removed when Sproule finished the President's Bay silt pond project. That was part of the contract. Shaun reported that maintenance will be using some of that material. Henry also asked about a program for selling sediment.

10.0 Consent Agenda – Barb Hendren motioned “to approve the consent agenda items: Committee changes (to appoint Rich Krasula as Vice Chair of the Legal Committee; John Killeen to the Pro Shop Food & Beverage Study and Golf Committees; and Fern Tribbey to the Budget and Recreation Committees).” Seconded by Gary Hannon, motion carried unanimously.

11.0 Unfinished Business – No unfinished business.

12.0 New Business

12.1 Jo Daviess County Water Resource Management Plan (2016) – Beth Baranski from the League of Women Voters of Jo Daviess County complimented ACL for being far ahead in the county with our Watershed Program. A January meeting with the Galena Rotary and Roundtable will feature the ACL Watershed Plan. Motion from John Asta to “support the Jo Daviess County Water Resource Management Plan (2016).” Seconded by Jon Sonntag, motion carried unanimously.

12.2 Request to Restrict Lot – Jim Craig motioned “to approve the request to restrict lot 13-080.” Seconded by Barb Hendren. Roll call – John Asta – nay; Jim Craig – yea; Jon Sonntag – nay; Gary Hannon – nay; Rich Krasula – nay; Bob Ballenger – nay; Barb Hendren – nay; Gordon Williams – nay. Motion failed.

12.3 Golf Cart Lease – Jon Sonntag motioned “to accept the Golf Cart Lease contract from Harris Golf Cars for 25 golf cars plus a utility/beverage golf car.” Seconded from Rich Krasula, second rescinded; seconded by Gordon Williams. Discussion on what exactly the RFP read – was a three year or five year contract requested? We just said newer carts, not specific year of cart. Bob feels our RFP needs to be more specific in order to compare apples to apples. Jon Sonntag withdrew his motion and recommended a new RFP be put together with more specific details, asking for a three year and a five year contract with a minimum on age of cart.

12.4 Dissolve Employee Handbook Ad Hoc Committee – Gary Hannon motioned “to dissolve the Employee Handbook Ad Hoc Committee.” Seconded by John Asta, motion carried unanimously. Jody thanked this committee for their hard work and for completing the task by October. Audience member Bob Stanger stated that many old committees are listed on the website. Is there a way to separate the active committees from the historical committees? The new website that starts in January may be able to accommodate this better than our present one. Shaun will check on this.

12.5 Purchase Dock Materials – John Asta motioned “to approve the use of up to \$25,000 from the unspent money in the 2016 R & R budget to purchase materials for the construction of replacement docks due to the safety issues associated with the existing docks with Styrofoam floats.” Seconded by Gordon Williams. We will be using encapsulated Styrofoam. The black plastic encasements are formulated so animals do not chew on them. Motion carried unanimously.

12.6 2017 Calendar Dates – Gary Hannon motioned “to approve the 2017 calendar of events for publishing.” Seconded by Barb Hendren, motion carried unanimously.

12.7 Legal Counsel Professional Services Team – John Asta motioned “to approve the formation of a Legal Counsel Professional Services Team, consisting of Shaun Nordlie, Jody Ware, Gary Hannon, Barb Hendren, and Joe Forman, tasked with the creation and distribution of an RFP for association legal services. The Legal Counsel Professional Services Team will represent the Apple Canyon Lake Board of Directors in conducting a search for legal counsel professional services for Apple Canyon Lake.” Seconded by Jon Sonntag, motion carried unanimously. Bob requested that specific questions be on the RFP. The Team is meeting on November 28 and in January we will review applications with recommendation to the board in February. It is good practice to moving forward to review contracts that provide services.

Motion to adjourn by Gary Hannon, adjourned at 10:23 a.m.

Recording Secretary, Rhonda Perry

President, Jody Ware

Secretary, Gary Hannon

Date