

**Apple Canyon Lake Property Owners Association
Board of Directors Meeting Minutes
December 16, 2017**

APPROVED

2.0 Call to Order – President Jody Ware called the regular meeting of the Apple Canyon Property Owners Association to order at 9:03 a.m. on Saturday, December 16, 2017.

3.0 Pledge of Allegiance – After the Pledge of Allegiance, a quorum was present with the following directors in attendance: Jody Ware, Gary Hannon, Rich Krasula, Barb Hendren, Mike Harris, John Diehl, Gordon Williams, Bob Ballenger, and Jon Sonntag. Shaun Nordlie was also in attendance.

4.0 Approve/Adopt November 18, 2017 Minutes – Gordon Williams motioned “to approve the November 18, 2017 minutes.” Seconded by John Diehl. One correction – remove last sentence in 12.2 “This implies that the cost will be \$225,000.” Motion carried.

5.0 Treasurer’s Report - Gary Hannon reported on the Treasurer’s Report. The full report will be published in *The Apple Core*.

6.0 Committee Reports

Nominating – Barb Hendren reported that they have three candidates running so far, deadline for the application is January 22.

C.A.M.P. – Barb Hendren reported they met for the last time in November and the dissolution of the committee is on today’s agenda.

AECC – Gordon Williams reported that the committee approved multiple homes in the last three months. They are working on codes, violations, appeals and fines.

Conservation – Rich Krasula reported that the committee met in early December to talk about the Greenway Stewardship Program.

Strategic Plan - Jody Ware reported that they met yesterday and approved bylaws for the foundation, with the guidance from our attorney. They will be moving forward to file foundation articles of incorporation.

Recreation – Mary Hannon reported that the Recreation Committee, along with the Garden Club, had a very successful first annual tree lighting ceremony. Upcoming events are the sledding party and pinewood derby.

Executive Committee – Jody Ware reported that they met and reviewed Shaun Nordlie’s 2017 goals and performance.

7.0 General Manager’s Report – Shaun Nordlie reported that the HVAC work has started at The Cove with the goal to be done by March 1st. The office staff are doing their mailings, new offering will be an email electronic delivery option available rather than regular mail. He also reminded everyone about the ugly sweater night at the Pro Shop next Thursday.

8.0 President’s Report – Jody Ware reported that the new Strategic Plan that was approved in November is now available for guidance throughout our meetings. She also noted that many will be traveling over the holidays and many will be going to warmer climate, she wished everyone a healthy and safe end of the year and 2018.

9.0 Property Owners Comments – no Property Owners Comments.

10.0 Consent Agenda

10.1 Committee Changes – Mike Harris motioned “to approve the Consent Agenda items: Committee changes (to appoint Gary Hannon, Thomas Brennan, and Joe Forman to the CAMP Financing & Marketing Ad Hoc Committee, and Carmel Cottrell as Vice Chair of the Recreation Committee; and to accept the resignation of John Diehl from the Recreation Committee and Rich Miranda from the Ad Hoc Amenity Tag, Maintenance, Nominating, and Strategic/Long Range Planning Committees).” Seconded by Rich Krasula, motion carried unanimously.

11.0 Unfinished Business – no Unfinished Business.

12.0 New Business

12.1 Dissolve the Clubhouse Area Master Planning Ad Hoc Committee – Barb Hendren motioned “to dissolve the Clubhouse Area Master Planning Ad Hoc Committee.” Seconded by Gary Hannon, motion carried unanimously.

12.2 General Manager’s Compensation Package – Gordon Williams motioned “to approve the increase in Mr. Nordlie’s 2018 salary, as agreed upon by the Board of Directors.” Seconded by Bob Ballenger. Question about approving the bonus as well. This is the exact way it was approved last year, but Jody will check with Megan. Motion carried unanimously.

12.3 Hire American Legal Publishing to Help Align the Governing Documents – Gary Hannon motioned “to approve the hiring of American Legal Publishing Corporation of Cincinnati, OH to work with the Governing Documents Alignment Ad Hoc Committee to codify our Governing Documents and create a link on our website with these new documents at a price not to exceed \$8,000, to be paid out of the 2017 Operating Budget.” Seconded by Mike Harris. Shaun encouraged the board to go to the Lake Carroll website (GoLakeCarroll.com) and look at their governing documents – all in one document and easy to access. They use a codification system. Our attorneys do not do this themselves and after telling them what it would do and how it would work, they thought it was a good idea. There is a fee every year - \$450.00. They update as we get new rules approved. This is a link from our website that goes to the American Legal website. Question about duplicating our efforts and timing since we are working on updating right now that will be sent to our attorney. Should we let our attorneys finish before starting this? It’s good to figure out where there are duplications first. And how much time will it take for the attorneys to finish their project? Once we approve the bylaws, then that goes to American Legal to put in. Should Shaun check on competing bids for this since it is over \$5,000? Gary Hannon feels that Lake Carroll has already done their homework on this, they looked at three different companies. However, this was probably 2013-2014. Barb reported and read from Board Approved Policies - Capital Expenditures - "All purchases must be supported by a minimum of three comparable price support documents available upon request, or Board approval shall be necessary". Motion carried unanimously.

12.4 Purchase Longer Poles for Docks – Jon Sonntag motioned “to approve the purchase of pipe, pneumatic post driver and compressor to start the process of changing poles on the docks to be better prepared for high water situations in the future at a price not to exceed \$14,500 to be paid out of the 2017 Operating Budget.” Seconded by Rich Krasula. Option 2 – poles on one side of the dock? How will this be implemented? Would the other side remain the shorter poles? Shaun said we would not keep the shorter poles on one side. Shaun will also look at this and talk to Rick. Jody Ware explained that this flood control work is part of our Strategic Plan. Shaun explained that this is just a start, we are not saying this will be enough to complete the project. Question about the pipes being clean (used oil field tubing).

Shaun will make sure. What about driving a pole in 6-10", is the soil deep enough? Will start on the north side of the Marina. What about providing this kind of service for private dock owners as well? Motion carried unanimously.

12.5 Rules and Regulations: Trail Speed Limit – First Reading – Mike Harris motioned “to suspend Robert’s Rules of Order,” seconded by Barb Hendren. The recommendation from the Rules and Regs Committee was to establish a 10-mph speed limit, when people are present, on the trail system through two sections as described: 1) from President’s Bay creek crossing to the Powder Horne access and 2) from old maintenance shed (through Marina parking lot) to Pilot Point access. Rich asked why we do not recommend a speed limit on the whole trail system. We have a speed limit on the lake, why not the whole trail system? Mike reported that the recommendation from our attorney and our insurance company – they do not think we need a speed limit. Hasn’t been a problem. Discussion on total accidents – 3-4 out of the 14 accidents were related to speed, two were golf cart related. Driving too fast for conditions has nothing to do with the speed limit. These two areas are the heaviest populated with pedestrians, but we have had no incidents reported with pedestrians. Our security personnel would have difficulty enforcing this. Gary Hannon reported that this discussion has been going on for one year plus. The Trail Committee was split on this decision. Our insurance company told us no because of liability and our own security personnel are telling us this as well. We become more liable if we do not enforce this if speed limits are posted. Our attorney also told us we shouldn’t have limits. Lake Carroll has a 30-mph speed limit but a totally different trail system. There is a speed limit already in place in the parking lot. Why is the speed limit on the lake any different? Is that a liability issue as well? Enforceability on the lake is easier. Gary feels that if our professional legal system is saying no and if we post, we are obligated to enforce. Why would we go against that? Security can use their discretion, however, that would open up another can of worms. The alternative would be too fast for conditions – much better route to go rather than speed limit. We also have reckless driving. We have one radar gun. Making security more visible on the trails was one of our goals. And they have been more visible. Mike reported that the Trails committee has been beating this up for 12 years, let’s figure it out. John Diehl feels that going with signage to encourage safe driving as opposed to a speed limit might be a better option. However, we need to carefully think about signage. Trails Committee does not like too many signs. Motion to reinstate Robert’s Rules of Order from Mike Harris, seconded by Rich Krasula.

Motion to adjourn by Mike Harris at 10:07 a.m.

Recording Secretary, Rhonda Perry

President, Jody Ware

Secretary, Barb Hendren

Date