

**Apple Canyon Lake Property Owners Association
Board of Directors Meeting Minutes
November 17, 2018**

APPROVED

2.0 Call to Order - President Jody Ware called the regular meeting of the Apple Canyon Property Owners Association to order at 9:00 a.m. on Saturday, November 17, 2018.

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

4.0 Approve/Adopt October 20, 2018 Minutes – Gary Hannon moved “to approve the minutes of October 20, 2018.” Seconded by Steve Tribbey. Motion carried with 5 yes, and 1 abstaining.

5.0 Treasurer’s Report – Gary Hannon presented the October Treasurer’s Report.

6.0 Committee Reports

AECC – Joe Wiener reported that the property maintenance complaint on Eagle Court has been resolved. There is a vacant lot next door, and Maintenance Department reported a wooden structure on the lot. Joe is working with the property owner to take it down.

Budget - Gary Hannon reported they are done for the season and will not plan to meet until the spring.

Camp Finance & Marketing – No meeting.

CAMP Architecture & Design – Joe Wiener reported that a schematic design package including specs has been received from the architect. The plan is to take this package and send it to six contractors to get an estimate of probable construction cost. Shaun is reviewing the paperwork and will be the point person. The A&D Committee plans to come before the board after receiving estimates to let the Board know the schematic phase is complete and ask if there is anything else they need to do.

Campground – Campground Committee met on October 21 and started the planning stage of the pavilion. The numbers for trick or treaters was down but it was a nice event. Also discussed water and electrical lines for possible additional full hookup sites.

Conservation – Gary Hannon reported that fish shocking results indicate success with our new creel limit program. Reviewed all Greenway Stewardship projects for the year. There will be a summary article in the December *Apple Core*.

Deer Management – Shaun reported that 15 deer have been harvested; of those, two are bucks.

Golf – No meeting.

Lake Monitoring – Steve Tribbey reported they are planning to go out one more time this season.

Legal - Jody Ware reported they met last Sunday and are ready to send the Covenants to our attorney. They also went through the Bylaws and are reviewing what should be in the Bylaws versus Covenants. They have been rewriting almost everything to make things more streamlined. You will see some of the results later in our meeting, such as Home-Based Occupations, Campsite License, and Boat Slip License.

Nominating – Barb Hendren reported the informal get together at the Pro Shop had a good turnout. We now have six candidates running for the Board in 2019.

Recreation – Mary Hannon thanked the organizers of the Haunted Trail: LeAnne Killeen, Carmel Cottrell & Cindy Carton. It was an awesome event and they did a lot of work. Upcoming events:

December 1 is the 2nd annual Tree Lighting at 5:00 at the old firehouse; December 9 Cookies & Cocoa with Santa at the Pro Shop; December 11 is the annual Jingle Bell Brunch at the Clubhouse; January 12 is the Family Fun weekend with sledding on the 9th hole if we have snow.

Rules and Regulations – Shaun reported that we have some items in our packet today that will be addressed. The committee is going through new sections every month.

Safety and Emergency Planning – Jody Ware reported they continue to work on the Emergency Plan.

Strategic & Long-Range Planning – Jody Ware reported there is a full page spread in the latest *Apple Core* about the Apple Canyon Lake Foundation, which is up and running, and they are accepting donations. They have also approved the plan for January, so have no meetings until March. The Foundation will be meeting in December.

Trails – Gary Hannon reported he did not attend the last meeting but did receive word that Greg Stauder looked at the North Bay Crossing for a dry crossing. Work on a plan is ongoing. They are also looking at White Buffalo and Winchester trail access, and also looked at the Cottonwood Trail.

7.0 General Manager's Report – Shaun Nordlie reported that year-end projects are being wrapped up for R&R. The quarry is being cleaned out for archery. Aren is working on some dry dams; the one by Nixon Beach will be started in a few weeks. Some rip rap will be put down in Blackhawk area. We are purchasing rock this year for phase 3 of the North Bay project, which will take place next year. Our new Building & Grounds Manager is Ed Ziarko, and he is still getting himself acquainted with his staff. Our new Financial Manager, Ashlee Miller, is working on the financial transition from Honkamp to Abacus, which will take place after January.

8.0 President's Report – Jody Ware reported that there are 7 members who will be on the Foundation Board of Trustees. Also, concerning the Cove Operator Search Process, we formed an ad hoc committee consisting of four Board members for this task. We created an RFQ, and a rubric for evaluating the submissions. We had two applications to operate the Cove; one local vendor, and one out of state. We had “secret diners” from the Association fill out the rubric so that we could get input from members on the local vendor. We conducted interviews last Monday, with a 2nd round this Monday, and in the meantime are working on the contract with our attorney so we'll be ready to negotiate with a vendor. We hope to name a vendor by the end of next week. We have expedited the process in order to open next spring.

9.0 Property Owners Comments

10.0 Consent Agenda

10.1 Committee Changes – Bob Ballenger moved “To approve the consent agenda items: committee changes (to appoint Tom Ohms as Chair, Henry Doden as Vice Chair, and Penny Diehl as Secretary of the Trails Committee; and to accept the resignation of Norman Homb from the Trails Committee), and Appeals Board recommendation (to uphold the citation issued to Randy Lange).” Seconded by Gordy Williams. Motion passed unanimously.

11.0 Unfinished Business

11.1 Home Based Occupations –Mike Harris moved “To approve Article 3, Section 8 on Home Based Occupations as recommended by the Legal Committee.” Seconded by Gary Hannon. Motion passed unanimously.

11.2 Rules & Regulations: Burning – Barb Hendren moved “To approve the amendments to the Rules & Regulations Sections XX Burning, and IV Miscellaneous as recommended with edits by the Rules & Regulations Committee.” Seconded by Steve Tribbey. Discussion about extinguishing burn after it's

done. Also, discussed prescribed burns and supervision by a certified professional; this will be covered by using Aren to oversee the burn. Motion carried unanimously.

12.0 New Business

12.1 Request to Restrict Lot –Mike Harris moved “To approve the request to restrict lot 11-016.” Seconded by Gordy Williams. Discussion about financial strain on the Association with restricting lots. Roll Call Vote: Gordy Williams N, Bob Ballenger N, Barb Hendren N, Gary Hannon N, Mike Harris N, Steve Tribbey N. Motion failed.

12.2 Designated Signers for ACLPOA Accounts – Bob Ballenger moved “To designate Shaun Nordlie, General Manager; Ashlee Miller, Financial Manager; and Carrie Miller, Accounts Payable/Human Resources; and Board of Directors members Jody Ware, President; Bob Ballenger, Vice President; Gary Hannon, Treasurer; Barb Hendren, Corporate Secretary; John Diehl; Mike Harris; Jon Sonntag; Steve Tribbey; and Gordon Williams as designated signers for ACLPOA accounts at Apple River State Bank and Citizens State Bank.” Seconded by Gary Hannon. Motion passed unanimously.

12.3 Board Policy: Home Based Occupations - 1st Reading –Barb Hendren moved to suspend Robert’s Rules of Order in order to discuss; seconded by Gary Hannon. Motion passed unanimously. A discussion was held on the proposed Board Policy Home Based Occupations.

12.4 Rules & Regulations: Campground – 1st Reading – A discussion was held on the proposed changes to the language.

12.5 Rules & Regulations and Board Policy: Insurance – 1st Reading – A discussion was held on the proposed changes to the language. Barb Hendren moved to re-instate Robert’s Rules of Order. Seconded by Steve Tribbey. Motion passed unanimously

12.6 Boat Slip License – Bob Ballenger moved “To adopt the Boat Slip License as amended and recommended by ACL staff.” Seconded by Steve Tribbey. Discussion on non-motorized versus motorized boats. Motion passed unanimously.

12.7 Camp Site License – Gary Hannon moved “To approve the campsite license as presented.” Seconded by Mike Harris. Discussion use of the word “bailment” in #4, and termination language in #9. Motion passed unanimously.

Motion to adjourn by Mike Harris at 10:53 am.

Recording Secretary, Barb Hendren

President Jody Ware

Secretary, Barb Hendren

Date