

**Apple Canyon Property Owners Association  
Board of Directors Meeting Minutes  
July 20, 2019**

**APPROVED**

**2.0 Call to Order** – Vice President Mike Harris called the regular meeting of the Apple Canyon Property Owners Association to order at 9:00 a.m. on Saturday, July 20, 2019.

**3.0 Pledge of Allegiance** – After the Pledge of Allegiance, a quorum was present with the following directors in attendance: Mike Harris, Gordon Williams, Steve Tribbey, Tom Ohms, Gary Hannon, Jody Ware (via teleconference), John Diehl and Barb Hendren. Bob Ballenger was absent. Shaun Nordlie was also in attendance.

**4.0 Approve/Adopt Minutes from the June 15, 2019 Meeting** – Gary Hannon motioned “to approve the minutes of June 15, 2019.” Seconded by Steve Tribbey, motion carried with John Diehl and Barb Hendren abstaining.

**5.0 Treasurer’s Report** – Treasurer’s report will be in *The Apple Core*.

**6.0 Commission Reports**

**Rules & Regulations** – Mike Harris reported they did not meet.

**AECC** – Steve Tribbey reported the committee met Saturday, July 13. Ninety-eight total permits have been issued so far this year; 2/3 of the septic systems scheduled for pumping have been inspected; also discussed language for ACL Energy Policy including solar arrays, rain barrels and geo-thermal energy systems. Next meeting is August 3.

**Campground** – Gordon Williams reported that the commission met on July 13 and are working on the pavilion, which is still in progress with regards to permits with the county. Numbers are almost in for the Pancake Breakfast; July 4<sup>th</sup> was a successful weekend and we are starting to look at the Halloween event in October.

**ACL Foundation** – Gordon Williams reported they are working on a trail project for fund raising. Also, discussion on memorial benches and where they will be. Started to work on a fun event – the Poker Run on September 7.

**Nominating** – Barb Hendren reported the Nominating Commission is going to start to meet again starting Tuesday afternoon.

**CAMP Financing & Marketing** – Barb Hendren reported the commission met on July 12. Joe Wiener attended that meeting and updated all on the Farnsworth proposal for design and development. The budget process was also discussed.

**Budget** – Gary Hannon reported that they met on June 21 and reviewed the variety of departments. Next meeting will be on July 22 and he is encouraging everyone to attend – hopefully it will be the last budget meeting. Meeting is at 10:00 a.m.

**Trails** – Tom Ohms reported that the commission met on June 29 and went out to look at North Bay discussing additional stops around the lake as far as benches, picnic tables and looked at the overall condition of the trails. Next meeting is scheduled for July 22.

**Golf** – John Diehl reported that the commission met on July 9. Big Cup is today. Property Owners Tournament is scheduled for September 7.

**CAMP Architecture and Design** – Joe Wiener reported that the commission met last Saturday coming up with two requests presented to the board today for approval. Next meeting will be August 2.

**Conservation** – Paula Wiener reported that the commission met on July 6 discussing a watershed education day for next year. Aren was able to monitor all six streams for RiverWatch. On Monday this past week, we had three volunteers that helped count little creatures in the six jars. This may be redone, but we will have a report and we will be able to compare that to Mike Malon’s report from three years ago.

**Employee Handbook Ad Hoc** – Jody Ware reported that the ad hoc group met for the first time. It was determined that we need better resources to know the HR laws.

**Legal** – Jody Ware reported that they are now working on the bylaws.

**Safety and Emergency Planning** – Jody Ware reported that they met for a final time until annual meeting and will review the manual. Will meet on an annual basis

**Lake Monitoring** – Steve Tribbey reported that they went out on the lake on June 25 and July 12. Lake temperature on June 25 was 71 degrees; 81 degrees on July 12.

**7.0 General Manager’s Report** – Shaun Nordlie reported that this is a very busy month. Big Cup today with a band tonight. Swimming lessons are going on, Trail Trekker coming up as well as Youth Archery, night golf, etc. Encourages all to get out and enjoy. Multi-sports complex is open as well.

**8.0 President’s Report** - will be in *The Apple Core*.

## **9.0 Property Owner Comments**

### **10.0 Consent Agenda**

**10.1 Commission Changes** – Barb Hendren motioned “to approve the consent agenda items: Commission changes (to appoint Rich Krasula as Chair, Bo Skoskiewicz as Vice Chair, and Sandra Malahy as Secretary of the Legal Commission; to appoint Jon Sonntag as Chair, Gordy Ostrander as Vice Chair, and Kim Rees as Secretary of the Deer Management Commission; and to appoint Gary Hannon, Dave Martin, Jody Ware, Marge Clark, Joe Forman, and Mike Harris to the Employee Handbook Ad Hoc Commission; and to accept the resignation of Bill Ware from the CAMP Architecture & Design Ad Hoc Commission).” Seconded by Gordon Williams, motion carried.

### **11.0 Unfinished Business**

**11.1 Appeals Board Documents** – Jody Ware motioned “to approve the revisions to the Appeals Board sections in Rules & Regulations, Committee Procedures, and Board Policy as presented in the board packet. The changes will be effective January 1, 2020.” Seconded by Steve Tribbey, motion carried.

### **12.0 New Business**

**12.1 Designated Signers for ACLPOA Accounts** – Gordon Williams motioned “to designate Shaun Nordlie, General Manager; Ashlee Miller, Financial Manager; Carrie Miller, Accounts Payable/Human Resources; and Board of Directors members Jody Ware, President; Mike Harris, Vice President; Gary Hannon, Treasurer; Barb Hendren, Corporate Secretary; Bob Ballenger;

John Diehl; Tom Ohms; 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 carried.

**12.2 Board Liaisons to Commissions** – Tom Ohms motioned “to appoint the following Board Liaisons to commissions: AECC – Bob Ballenger, Steve Tribbey, Tom Ohms, Gordon Williams, Barb Hendren and Mike Harris; Board Policy Ad Hoc – Jody Ware; Budget – Gary Hannon; CAMP Financing and Marketing – Barb Hendren; CAMP Architecture and Design – Steve Tribbey; Campground – John Diehl; Conservation – Gary Hannon; Deer Management – Gordon Williams; Editorial Review – Jody Ware; Golf – John Diehl; Lake Monitoring – Steve Tribbey; Legal – Jody Ware; Nominating – Barb Hendren; Recreation – Mike Harris; Rules & Regulations – Mike Harris; Safety and Emergency Planning – Gary Hannon; Strategic/Long Range Planning – Jody Ware; Trails – Tom Ohms.” Seconded by Steve Tribbey, motion carried.

**12.3 Farnsworth Design Development and Construction Documents Phase** – Gary Hannon motioned “to request Farnsworth Group of Peoria, IL to prepare an Owner/Architect contract for the Design Development and Construction phase services and documents as described in their revised letter of proposal dated June 28, 2019.” Seconded by Barb Hendren, motion carried.

**12.4 CAMP Construction Manager Process** – Gordon Williams motioned “to approve CAMP Architecture and Design Commission moving forward with the request for proposal for a construction manager to work for ACL for design development of the whole CAMP project and for the construction phase of the office/administration building.” Seconded by Steve Tribbey, motion carried.

Motion to adjourn by Steve Tribbey at 9:56 a.m.

---

Recording Secretary, Rhonda Perry

---

Vice President Mike Harris

---

Secretary, Barb Hendren

---

Date