

**Apple Canyon Lake Property Owners Association
Board of Directors Meeting Minutes
January 18, 2020**

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, January 18, 2020.

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

4.0 Approve/Adopt Minutes from the December 14, 2019 Meeting – Tom Ohms motioned “to approve the minutes of December 14, 2019.” Seconded by Steve Tribbey, motioned carried, with one abstaining.

5.0 Treasurer’s Report – Gary Hannon reported that the Treasurer’s Report is not yet ready due to year end wrap up, but should be ready this weekend and will be circulated then.

6.0 Committee/Commission Reports

Rules & Regulations – Shaun Nordlie reported that the new section on Fines is on the agenda for today. They are working on revising rules for the Pool, which will come to the Board in February. The next two sections they are working on are Golf and Snowmobiles.

Nominating – Barb Hendren reported that there was a meeting this week. Deadline for submitting application paperwork is January 20. We have 7 candidates running for the Board.

Strategic/Long Range Planning – Jody Ware commented that she hopes everyone had a chance to read Shaun’s December article in *The Apple Core*, which was a wrap up of 2019, and also the January article on 2020 goals. We had an exciting year in 2019 with some big accomplishments (fiber optic installation, movement on the campground, and hiring a Cove operator). Next meeting is February 7.

ACLPO Foundation – Jody has added a section on the Foundation. The next meeting is February 7. UTV raffle ticket sales are going well, and they have done two meat paddle events – the next meat paddle is March 7 at the Pro Shop. They are promoting the sale of memorial benches, and have sold four benches. They have received some donations in the last month, so things are going well.

CAMP Architecture & Design – Joe Wiener reported that they met January 10 with Farnsworth to review the D&D documents. Budget and cost were not discussed as Cord could not attend. A motion was made to recommend that the BOD accept the D&D documents from Farnsworth, and to authorize them to proceed with Construction Documents. We had a group at this meeting make some finish selections, which Farnsworth will present at our next meeting. Joe spoke with Cord Construction and they are working on the budget based on the 100% D&D cost estimates. They have some concerns about the budget, especially the electrical system, and Joe will be talking to them next week. The next meeting will probably be the 27th or 28th of January. Jody would like Tom to be a part of the electrical discussion if possible. Also, our application for a

Special Use Permit for the project with the County has been delivered and is complete. County staff will review it and we will receive a copy of staff comments in the next couple of weeks. It will be on the agenda for the Board of Appeals meeting in February. Joe will attend this meeting. Eric Tison of Jo Daviess County doesn't feel we need our attorney present; we're not asking for any kind of variance. The next step would be a vote by the County Board of Directors.

Employee Handbook Ad Hoc – Shaun Nordlie reported that they are waiting on an update for 2020 from one of their resources. Once they get that, they will be able to finish up the last couple of items on the Handbook. It will be sent back to the commission for review, and then to the BOD for final approval.

Board Policy Ad Hoc – Jody Ware reported they met last week and have 2 more meetings scheduled (January 30 and February 3). The policies are written on the Board members' role and responsibilities, and our philosophy of how we think the association should operate. They are working on the personnel section. There will be a lot of changes, and the changes will truly guide the operation of our association. It will be going to our attorney for review, and then to the BOD in small chunks.

Legal - Rich Krasula reported they have had no formal meetings for a couple of months but have been sending around the restated Covenants amongst themselves and making small changes and sending to our attorney for review. One issue that has come up is the terminology for an Owner/Member/Voting Member; our attorney suggested we use the term "Recreational Use Holder"; they are trying to simplify this issue and have floated a couple of suggestions. They will have a meeting February 2 to go over changes, so hopefully there is light at the end of the tunnel.

CAMP Financing & Marketing – Steve Tribbey reported that there is a meeting Monday, January 20.

Conservation – Tom Ohms commented that Joe Rush had his fish shocking report in the January issue of *The Apple Core*. It's very thorough and lets people know the condition of our fishery.

Deer Management – Gordy Williams reported that the next meeting is February 15; it is the end of hunting season this weekend.

7.0 General Manager's Report – Shaun Nordlie reported that we have hired a new Communications Assistant, Kirsten Heim, who starts tomorrow. Tim Brokl has been promoted to our Communications/Recreation Manager. Today is our Sledding Party, and tonight is Family Fun Night. The office is busy with quite a few dues payments coming in.

8.0 President's Report – Jody Ware shared some information about the purpose of the ACLPO Foundation; the purpose is to raise money for beautification to enhance the natural beauty of the lake – it all goes right back to the lake. A future long-term project is to build a pavilion at the Bathum Trail as a place for education, and also for families to gather.

9.0 Property Owners Comments

10.0 Consent Agenda

10.1 Committee/Commission Changes – Gordon Williams motioned "to approve the consent agenda items 10.1 Committee/Commission changes (to accept the resignation of Jim Petelle from the Rules & Regulations and Deer Management Commissions). Seconded by Steve Tribbey, motion carried. Jody recognized Jim's long-term service to the Association, and Shaun

mentioned he was vital in getting Deer Management up to where it is now, and also aligning and updating Rules & Regulations over the last 4 years.

11.0 Unfinished Business

12.0 New Business

12.1 Lot Combination 08-278 and 08-279 – Tom Ohms moved “To approve the Lot Combination requested by Jerrett and Tara Cook for lots 278 and 279 in the Independence (8) subdivision. Once recorded, the Lot Combination Agreement may not be revoked or rescinded.” Seconded by Steve Tribbey. Discussion: Gordy asked if the owner had given a reason for the request for combination. Joe Wiener advised there were no drawings submitted with the request but he understands they want to install an electronic dog fence. Motion carried unanimously.

12.2 Camp Soil Borings – Barb Hendren moved “To accept the contract for soil borings in locations provided by the Farnsworth Group with Geocon Professional Services of Frankfort, IL for a price of \$5,455 to come out of the Capital Fund.” Seconded by Gordy Williams.

Discussion: Camp A&D advised that Farnsworth needs the soil boring info as soon as possible in order to proceed with the Administration Building. It is tough to get enough competitive bids in our area for this as the availability of firms is limited. Motion carried unanimously.

12.3 Camp Construction Documents - Steve Tribbey moved “To recommend to the ACL Board of Directors that the Farnsworth Group’s 100% DD Apple Canyon New Office Building and Community Building Design Development and Construction Documents phase dated 01/02/2020 be accepted and Farnsworth Group be instructed to begin the Construction Document phase work.” Seconded by Tom Ohms. Motion carried unanimously.

12.4 Foundation Bench Program – Gordy Williams moved “To approve the Apple Canyon Lake Property Owners Foundation to have a Bench Program where interested parties purchase a bench and plaque to be placed on ACL common property for a specified length of time.” Seconded by Barb Hendren. Discussion: Steve asked what are we doing with the unclaimed expired plaques? Jody explained that if the family does not want to donate to further extend the life of the bench, the plaque will be offered to the family, and if not claimed, they will be recycled. Also, Steve Tribbey questioned if the benches will be set in concrete. Shaun confirmed that yes, they will. Jody commented the benches will be very similar to what we use on the golf course. We would like uniformity and consistency in the benches. Jody said that gifting to the Association will also be covered in our new Board Policies as we need to have a policy on this. Gordy apologized that the Foundation had not come to the Board right away to approve this program but they hit the ground running. Motion passed unanimously.

12.5 Rules & Regulations: Fines – 1st Reading – Steve Tribbey moved “to suspend Roberts Rule of Order to discuss 1st Reading of Rules & Regulations - Fines.” Seconded by Tom Ohms, motion carried. Discussion: Tom Ohms would like a line item in Motorized Vehicles for Underage Drivers as this was a big issue on Trails. Everyone agreed the format of the proposed fines is much easier to follow and read; Rules & Regs did a nice job. Barb Hendren would like to know why the fine for using the beach when the lake is closed (\$250) is higher than the fine for boating on the lake when it is closed (\$100). Shaun will check. Steve Tribbey noted a typo on page 12 under “Insurance” – the word “send” should replace “sent”. Also on page 11, “Burning/Cutting Trees”, is greenway space covered? Shaun noted that is covered under the Building Code. Once the Building Code changes are approved, then any language here concerning burning or cutting trees will be removed. Tom asked about noncompliance with

general golf course rules. Shaun will be looking at this as part of his review of the golf for Rules & Regs (February). Steve asked about registration of snowmobiles on page 24. Shaun said again, he will be reviewing this section with Rules & Regs, which will be coming back to the Board in the next few months. Barb Hendren moved “to reinstate Roberts Rule of Order.” Seconded by Gordy Williams, motion carried.

Motion to adjourn by Steve Tribbey at 9:44 a.m.

Recording Secretary, Barb Hendren

President, Jody Ware

Secretary, Barb Hendren

Date