

**Apple Canyon Lake Property Owners Association
Board of Directors Meeting Minutes
May 2, 2020**

APPROVED

2.0 Call to Order – President Jody Ware called the special meeting of the Apple Canyon Lake Property Owners Association (via Zoom) to order at 11:09 on Saturday, May 2, 2020.

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

4.0 Approve/Adopt Minutes from the April 25, 2020 Meeting – Steve Tribbey motioned “to approve the minutes from the April 25, 2020 meeting.” Seconded from Barb Hendren. Motion carried with Gary Hannon abstaining.

5.0 General Manager’s Report - Shaun reported that it is opening weekend for many things curbside. JCWIFI service at the Clubhouse is struggling – tower got blown over and struggling with internet. Office has been busy – encourages everyone to go over guidelines before you go there.

6.0 President’s Report – April was volunteer month. Just in the last week – groups of people using social distancing practices gave a lot of work on the conservation Earth Day project, picking up garbage, etc. Two times this week, a group of individuals prepared the golf course as well. Thank you to everyone who has volunteered along with people that have already spent their morning in virtual meetings today. Tom Ohms thanked everyone for helping take down the Christmas lights at the entrance of the Clubhouse.

7.0 Property Owners Comments

8.0 Unfinished Business

9.0 New Business

9.1 Review of Governor Pritzker’s Executive Order (New) - Not a lot of changes, still enforcing the stay at home; limiting travel; continue to slowly open up some businesses, again, practicing social distancing, etc. Limit of two persons in a boat; campgrounds will remain closed. The IL Department of Commerce and Economic Opportunity talks about golf operations’ restrictions. opening golf courses with guidelines and restrictions. Outdoor activity in the new order says to engage in outdoor activity with social distancing practices, walking, running, biking. Playgrounds remain closed. Others that apply – stores that sell groceries and food, beverages – guidelines for them are included. Farmers markets may open if certified.

Bob Ballenger motioned “to suspend Roberts Rule of Order, seconded by Mike Harris at 11:30 a.m.

9.2 Open Discussion about COVID-19 and ACLPOA Operations

Lake

Shaun – as of yesterday boating restrictions go to two people to a boat. Quite a bit of discussion – families, etc. He talked to a lot of other associations, asked for clarification from Governor and IDNR – have not received anything. Will stay with two people – how do we enforce this? Or the other option we tweak – same household. Have to be same address – enforce by asking for identification – all from same address. Four adults might lead Security to find out what is going on. Bob – who is in charge of enforcement? Shaun – state police and IDNR at some point. Bob – can we issue citations? Shaun – we don't have a citation for having too many on the boat. Would be noncompliance for boating regulations. We have been having this discussion all week. What do we do? Jody – enforcing rules – if you start writing your own rules and tweaking them, impossible to enforce. The Governor has been lobbied heavily along with IDNR – he didn't change anything. Two people per boat – living with it now. Lobbyists couldn't change it, IDNR didn't change it. Not sure we should be. Shaun – what do we do if there are 3-4-5 people on the boat. Bob – we are not in charge of enforcing. Jody – don't want to put the lake at risk with IDNR. They do govern the lake. Not willing to go against the Executive Order. If we do that with the lake, we would have a lot of other things we should open up. What is Lake Carroll doing? Shaun – not giving citations – saying just two people. Question is – do we follow the Executive Order, or do we create lake use rules during the pandemic? Bob – anytime we go outside the Executive Order, we will be on thin ice. Insurance – if we don't follow state law, we could get sued. Gary – agree two points – 1-not comfortable saying we are not following the Executive Order. However, look at what he calls intent. Safest way to social distance as well as – we are not the police. We should not be getting involved with patrolling, giving fines, etc. Put the message out we are following the Executive Order – however, we can't do anything about a violation and nor will we intervene. Jody – then not just talking about the lake? Campground? If someone violates there? Gary – campground we can control. Tom – tough to enforce but have to stay with the Executive Order – would call upon our membership – don't put our Security in that position. Don't want IDNR to come out and patrol more. Stress to membership to follow Executive Order to the best you can. Two to a boat. Mike – believes we have to stick with Executive Order and if Security sees someone with four adults or more, pull up next to them and tell them they are not social distancing and move on. Barb – follow Executive Order – big mistake to make up our own rules. Enforce to the best of our ability. John – seems kind of strange – personally can't see why immediate members of household can't be together. Why can I have four people in an ATV – but only two in a boat. However – we can't open a door to start tweaking the order. Don't like the concept – but have to follow it. Agree with Mike, give folks reminder when needed. Steve – agree with what has been said – stepping on thin ice when we violate the Executive Order – angry that this is put on our shoulders to enforce. Security – cover potential infractions. Don't know what the answer is but to avoid risking our coverage of insurance and IDNR – we just have to follow the Executive Order. Gordon – agree – follow Executive Order, but our job as a Board and employees is to transfer the good stewardship of the Executive Order. We may not be able to enforce, but our job is to be good stewards and remind our members about the Executive Order. We do have to stop and remind them but would ask our members to follow the Executive Order. We do not want our lake shut down by IDNR. Help us out with this. Jody – our Security and employee job descriptions include enforcing rules. Do what we have to do. Two in a boat and hope our membership will practice what the Executive Order says. Hearing that we follow the Executive Order. Give reminders – banner at boat ramp, ask members to follow the Executive Order. Shaun will let staff know.

Marina

Shaun reported that it opened yesterday for gas and bait only. Sue and Julia will be working there. As we get busy, we'll add as necessary. Jody – new Executive Order gives details about stores that sell groceries, etc., should be set up according to Executive Order. Shaun – that is if we open up the doors, preferably we want to keep everything curbside. Gary – agree – open up just a little for gas and bait. Should be limited,

building should be closed. Hopefully things will change in the near future. Thank you for a porta john down there – solves other people’s concerns. Shaun – marina bathrooms are open – will be maintained regularly during certain hours. Janitorial staff – main focus to maintain them on a regular basis. Steve – nothing to add – glad we are opening up slowly. Gordon – nothing to add. Thank you, Shaun. Nice job getting things gradually open. John – best choice for right now. Barb – thank you Shaun. Bob – nothing to add. Mike – nothing to add, thanks to Shaun. Tom – sounds like it is covered.

Trails

Shaun - nothing new. Put some banners out there reminding social distancing. If we start to have problems, we ‘ll make adjustments as necessary. Jody – since we have kept them open for the last two weeks – any concerns? Shaun – no concerns. Gary – status quo agree. Tom – leave the same – brought to his attention about some underage drivers. They cannot drive if 15 – have to be 16. Mike – all good. Bob – nothing to add, satisfied with how this is going. Barb – nothing to add. John – acknowledge what Tom is saying about young drivers. Gordon – nothing more to add. Steve – thank you.

Golf Course

Shaun – very specific guidelines and restrictions. Did open yesterday with restrictions in place. Building is not open – you have to call in advance to book tee times and if necessary, pay for their green fee. Yesterday – had a good day and things went fine. Question we are getting – golf carts – no golf carts may be used except for individuals with limitations and cannot walk the course. Who will determine the physical limitation? Nothing specific stating that. Other golf courses – no one asking for proof of limitation or disability. HIPAA regulations state we cannot ask that. Waiver – for people to sign, not sure that does much. Do you have a disability? If they say yes, they can get a cart. One thing we need to add to this – one person per cart unless from same household. Struggling with this language. If they have the limitation, they probably shouldn’t have to rent from us. Jody – question we want to ask when they make tee time – do you have a limitation preventing you from walking the course. Do you need a cart was what I got asked. Did not seem different than last year when calling. Here we do have specific language. What prevents as an owner of a private golf cart to say yes, I have a physical limitation? Trying to hold back from crowded golf courses – we need to practice for our golf leagues for whatever we agree on. Message went out to open golf league that you can use your cart. Shaun – will educate leagues once they start playing. If able to walk – work with league on education. Who is to say the physical limitation? Jody – do you have a physical limitation or disability that would prevent you from walking the course – if they say yes, then do you want to rent a cart? Gary – consider the intent of the law and include some common sense. Should not go against Executive Order – however, different opinions on a variety of golf courses on how they are handling this. Conflicting opinions – no sharing – agree – no sharing, unless from same household. 2 – limitations – our golf course is a tough walking course. Anyone over 60 can use a cart – cannot enforce it, just like lake. We can ask – however there are many of the golfers that would or could claim limitations. 3 – personal cart, follow Executive Order as far as cart – one person/cart or same household. Physical limitations – who are we to decide. Tom – agree with Gary, who are we to say? Walking this course is crazy hard. Would erase any liability from going against the Executive Order. Mike – if we should not be asking about limitations, then don’t ask. One person to a cart and if they say they have limitation, rent them a cart. One person to cart. Bob – absolutely nothing about one person to a cart in Executive Order – asks if limitation and if you want to put two people in a cart – allow it. Mike – if that is true – then put two people in a cart. Shaun – but not from same household, then 6 ft. from each other?? Jody – maintain social distancing, no congregating, increasing cleaning. Does say maintain social distancing. That would mean one per cart. Barb Hendren – agree – one person per cart unless same household. We can ask the questions, say yes, let them go. Can’t do any more than that. John – only

question for those with true disability or limitations, not sure about the intent. May rent a cart from golf club or use their own. Easier if their own. Agree with social distancing. We should try to seek clarification, although that is easier said than done. Gordon – in line with Gary – promotes good stewardship from staff – we are following the Executive Order as best we can. Steve – agree with everything. But do have real concern thinking about the ability for us to ask about physical limitations. Hate to be put into a situation where someone would take offense to that question. Concerned about that. Jody - hearing that we are to ask if a physical limitation and follow the Executive Order. For the carts – one per person or same household. Would add – has to be the owner of the cart only. If I wanted to borrow someone’s golf cart for a round? Can I do that? Gary – does that concern you as an individual person? Jody – they are not using their cart and I don’t want to walk. Am I able to borrow? Gary – on the owner of the cart. If they chose to borrow a cart so be it. Shaun – don’t know what we would do to prevent that. Would be difficult. Jody – sounds like we are trying to rewrite our rules on carts by adding that you can use your personal cart. Shaun - if they have a limitation and they have their cart – let them use their own cart. They may rent a cart. We have a sanitation process we have to do with every cart that goes out. Don’t see why we don’t allow someone to use their own private cart. Jody – can I use Gary’s cart if I have a limitation. You can use a personal cart, rent a cart or borrow a cart. Shaun – we don’t have a list that you do not have a private cart. You call in advance, we are playing at 12:15, do you have a limitation, we do but we have a cart. Can’t ask whose cart are you using. Gary – don’t think we should be rewriting anything. Supporting the Executive Order, not rewrite. Bob, Mike, John, Tom all agree. Jody – we will tell membership – we are following the Executive Order – no cart unless you have a limitation. Spelling out – owned by golf club or privately owned. Misinterpreted by employees carrying out the order and can create inconsistencies; Board enforces restriction – then that is where we go with golfing.

Pro Shop

Shaun – we have been saying we will hold off on food. Hired a Golf Manager last week. Working and training – can do a soft opening with pizzas today. They posted it on Facebook. Doing this until 6 pm. And had three people working – trying to see how it works. After today Terri and Shaun will discuss it more. Go well, didn’t go well, etc. when the decision comes to do this regularly - will have a limited menu, weekends only, etc. Will make an announcement next week, may have to work out some stuff. Gary – barring any issues that might come up today – our opportunity to do a bang-up job on pizzas and then may extend to hamburger basket to go. Grab and go – nothing inside. Gradually increase. We are at an inflection point – for the last six weeks, we have been hibernating. We do not want to go backwards. Tom – fine with soft opening. Trust employees with making the right choices. Love to see it open up. Mike – great idea with pizza on soft opening. Please remember that we have to do something different when The Cove opens. Not enough business for both. Shaun did talk with Jackie – working on possibly opening next weekend. Will keep everybody updated on that. Bob – question - if the Pro Shop were not serving food would we still have three people? Shaun - reason we do now is so Jessica can train. For the next couple of weeks there may be times we have three people. Barb – agreement with Bob and Mike. Just offering pizzas is fine. John – as I indicated earlier on a written message his interpretation is not three employees required. Like taking it slow. Gordon – agree. Keep in communication with Jackie and try to get her to commit to a menu so we know where we can go with Pro Shop. Steve – agreement with pizzas – like the training going on. Summarizing – like the work they have been doing. Like the pizza, do not compete with Cove. Hope to start adding additional items for curbside. It will be credit card only.

Association Office

Opened yesterday – very busy. Today – three people working and still very busy. Will make adjustments as necessary. Opening weekend might be part of it – and beautiful weekend. Will talk more after today.

Seems people are doing what they are supposed to – calling in advance or parking until materials are ready. Curbside seems to be working very well – stay with it. Make adjustments as needed. Bob – requirement to wear a mask if entering the office? Shaun – office is not open – curbside only, not opening the building. Gary – support and glad to see it is working out. Encouraging – don't tell me what you cannot do, tell me how you can do it. Figure something out along guidelines of social distancing. Gordon – great job – serving the members the best we can. Tom – keep up the good work – thanks Shaun and Megan for working through this. Steve – thank you Shaun and Megan and staff. John – fine example of figuring the right way to accomplish something. Jody -communicated very well too. Barb – great job. Bob – good. Mike – yesterday going around – pulled in parking lots of signs, cones, etc., perfect – great job.

Multi Sports Complex

Jody – new Executive Order addresses activities. Wondering if this is someplace only two people at a time. Shaun – we did put a sign up shortly after first Executive Order – social distancing must be practiced, no grouping. At this time, we have had a few issues, but not many. We haven't put any nets up at all. We do not want to promote people using it. Family playing tennis, two people shooting hoops, not a problem, no nets quite yet. Gary – believe the Firehouse Fitness center should be closed. Disagree with the nets. Exercise that can be done with social distancing. If not happening shut it down. Tom – agree with Gary as far as fitness center being closed. Don't need the nets – ease into a little bit. Agree with Shaun. Mike – exercise room closed – sports complex, etc., no nets, only thing left is basketball – maybe should be closed also. Bob – keep the complex closed and nets closed and basketball closed. Barb – agree with what Shaun is doing – signage, no nets, but can use if social distancing. Keep nets down. John – agree with Gary on this one, encouraging tennis or pickle ball with members of one household would be a nice opportunity to get outdoors. Gordon – if I were in Shaun's shoes, would operate the same way he is doing. Proper signage - a number of other amenities to watch rather than adding to. Steve – like Gary's idea - keep fitness complex closed. Not sure about putting nets up – but a nice place for people to be doing something. No nets for now. Jody – majority nets down.

Recycling Center

Shaun – starting yesterday we did go to summer hours – open 7 days/week. Regular hours now. If necessary, we can make adjustments. Continue to monitor and make adjustments. Staying with two cars at one time. All agree.

Beach/Pool

Determined by IDPH. We have not gotten any different direction for that. New Executive Order talks about water parks – must remain closed. Pool is still empty - waiting for direction from IDPH.

Campground

IDNR – remain closed. State license could be revoked. Saying June 1st for opening possibly. Gary – keep closed – are people allowed to walk in there to get personal property? Shaun – gate closed – have been people going in with their campers and working on their campers. Asking they contact Security so we know they are there. Jody – no overnight stays. Gary – let's say they have personal property they have to take out of there. UTV that they store – they can go in and get it. Can they go back in there to store? Yes – would prefer not to open the gate, park at gate, walk in, grab it. Boat – park at firehouse parking lot – any questions, call Shaun. Gary – allowing UTV's to park somewhere – yes if need to. You can drive out the UTV, boat would need the gate opened. Keeping at their site but still can utilize the UTV. Tom – not a Board member here that doesn't know this isn't a huge inconvenience. Imagine what an inconvenience it would be if we lost our license.

Motion to follow Executive Order? Jody – any changes to that motion? Are we going ahead with the motion. Bob – asked to have it on the agenda – feels it safest for us to follow. Not in violation, insurance would not be in jeopardy, etc.

Gordon Williams motioned “to reinstate Roberts Rule of Order.” Seconded by Steve Tribbey at 12:44.

9.3 Motion to follow the Executive Order - Bob Ballenger motioned “to follow the current Executive Order.” Seconded by Mike Harris. Roll call – Gary – aye, Tom – aye, Mike – aye, Bob – aye, Barb – aye, John – aye, Gordon – aye, Steve – aye. Motion carries.

10.0 Other

10.1 CAMP update - Nothing at this time.

11.0 Property Owners Comments

12.0 Adjournment - Mike Harris motioned to adjourn at 1:04 p.m.

Recording Secretary, Rhonda Perry President, Jody Ware

Secretary, Barb Hendren Date