

**Apple Canyon Lake Property Owners Association  
Annual Meeting Minutes  
June 13, 2020**

**UNAPPROVED**

**1.0 Call to Order** – President Jody Ware called the meeting to order at 1:00 P.M.

**2.0 Pledge of Allegiance** – Following the Pledge of Allegiance, a quorum was present with the following directors in attendance: Ms. Jody Ware, Mr. Mike Harris, Mr. Gary Hannon, Ms. Barb Hendren, Mr. Bob Ballenger, Mr. John Diehl, Mr. Tom Ohms, Mr. Steve Tribbey, and Mr. Gordon Williams. General Manager Shaun Nordlie was also in attendance. All attended via Zoom.

**3.0 Adopt Minutes of 2019 Annual Meeting** – Mike Harris moved, with a second by Steve Tribbey, to adopt the June 8, 2019 Annual Meeting Minutes. The motion carried with an abstention by Tom Ohms.

**4.0 Directors Election Procedure** – Pat Reese, Chair of the Tellers Commission, provided an overview of the election process and the duties of the Tellers Commission. She explained that the blue envelopes come into the office, where they are verified by staff as in good standing and legitimate. Those envelopes are then placed in a lockbox and remain there until the morning of the Annual Meeting when they are given to the Tellers Commission. The Tellers Commission then opens the blue return envelope and removes the white ballot envelope, ensuring that the vote is secret. The blue envelopes are kept for one year after the election. The results of the count are given to the Board President to announce at the end of the Annual Meeting. No questions were asked of Ms. Reese. Jody Ware thanked the Tellers Commission for their work.

**5.0 Treasurer's Report** – Gary Hannon reported that Pat McCarthy of O'Connor Brooks will be attending to summarize the 2019 audit results. Gary read a summary from his report which will be published in its entirety in *The Apple Core*. Gary detailed the revenues and expenses for the Association for 2019.

**6.0 Keay and Costello Legal Report** – Mr. Doug Sury of Keay and Costello, our law firm from Wheaton Illinois, stated there was not a lot to report. It has been an interesting year, which is also true in Springfield. Before COVID-19 hit, there were two bills in legislation affecting CICA concerning solar panel installation, and electric vehicles, which could ultimately affect ACL. The State is encouraging use of alternate forms of energy and giving individuals more freedom to use them on personal property (not common property). Jody Ware thanked Doug for his report and being on-site during the vote counting. Doug mentioned that we all owe the members of our Tellers Commission a debt of gratitude. They do a very important job, and make sure we are getting a 100% correct vote count.

**7.0 O'Connor Brooks Financial Report** – Pat McCarthy of O'Connor Brooks reported on the audit of the 2019 financial statements of Apple Canyon Lake Property Owner's Association. The audit was completed, and the audit report is unmodified, meaning they believe the financial statements are prepared fairly in all respects, using generally accepted accounting principles. They also looked at the internal controls of the organization, but the internal controls were not audited. The internal controls were fine and they saw no material weaknesses in the internal controls or issues of noncompliance. The organization did adopt a new accounting standard, #2014-9. Mr. McCarthy explained how the updated standard will affect the financial statements. He will be meeting with Shaun Nordlie and the Budget Commission in the near future to go over this. Jody thanked Pat for his work and attending the meeting.

**8.0 General Manager's Address** – General Manager Shaun Nordlie gave a PowerPoint presentation reviewing the accomplishments of the Association for 2019-2020, which included employee introductions, and a summary of improvements and operations at the Pro Shop and Marina, Office Operations, and Financial/HR Department. Also reported on Conservation activities, Maintenance Department news, including the new well at the pool and

new roof at the Cove, activities our new Building Inspector has been working on, including the adoption of our new Building Code. Also covered activities in our Aquatics and Security Departments. Communication and Recreation Department changes include a new weekly video e-blast, and additional presence on social media. Shaun also reported on the Association's efforts to operate during the COVID-19 pandemic as well as projects taking place since the last meeting and which will continue into 2021: fiber internet, which is being installed around the community; CAMP, which is now a two-building project and will be phased, and which the BOD has voted to postpone until 2021; flood mitigation, with options from two engineering firms so that discussions can begin on funding this capital project; and the Verizon cell tower, which is planned to be built south of the Maintenance Building, and will be constructed later this year or next spring. Jody Ware thanked Shaun for the presentation.

**9.0 Announcement of the Nominating Committee** – President Jody Ware announced that Barb Hendren, John Killeen, Bill Bourell, Mike Yorke, Tom Sheehan, Dave Bohnenkamp, and JoAnn Blackmore have agreed to volunteer for 2020-2021 and were approved at the May 2020 Board of Directors Meeting.

**10.0 Member Questions/Comments** – The floor was opened for property owner comments.

**11.0 Election Results** – Teller Commission Chairperson Pat Reese presented the results of the 2020 election. There were 813 ballots cast, of which 784 were valid. The three candidates elected to the Board for a three-year term are, in no particular order, Henry Doden, Steve Borst, and Mike Harris.

**12.0 Recognition of Board Members Whose Terms End** – President Jody Ware thanked John Diehl for his commitment to efficiencies of operations, maintaining the highest quality of facilities, grounds, and employee standards, his contributions to the many decisions the BOD has made, his problem solving and analytical skills, and his ability to listen and make thoughtful contributions. She also thanked John for his involvement in commissions and activities, including the Golf Commission, Recreation and Campground Commissions, as well as the Board Policy Ad Hoc Commission. He has supported the Foundation by being a stop along the Poker Run, helped start up the Haunted Trail, and manages weekly bocce ball. On behalf of the Board, Jody thanked John for being a valued Board member.

Next, Gary Hannon. Gary has provided the BOD with his outstanding skills in financial and business management. Gary has served on the BOD for the past 4 years, and Board Treasurer and Budget Commission Chairperson for the last 3 years. Gary is meticulous in his work with the financials of ACL and has contributed significantly to the operations of the Association with his keen foresight in leading the lake into the next 50 years of operations. Gary has served on numerous commissions: Conservation, Campground and Trails, CAMP Finance & Marketing, CAMP Architecture & Design, Employee Handbook Ad Hoc, Executive Committee, and Emergency Preparedness. Gary is seen at almost every special event volunteering. Gary has moved the Association forward with his high standards for the operations to continue to be high functioning and efficient. Jody Ware thanked Gary on behalf of the BOD and noted that Gary's absence will leave some very big shoes to fill.

**13.0 Adjournment**– The meeting was adjourned at 2:40 P.M. by Mike Harris.

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Acting Recording Secretary Barb Hendren

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President Jody Ware

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Date

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Corporate Secretary Barb Hendren