

**Apple Canyon Lake Property Owners' Association  
2021 Annual Meeting Minutes  
June 12, 2021**

**APPROVED**

**1.0 Call to Order** - President Barb Hendren 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 in person: Ms. Barb Hendren, Ms. Jody Ware, Mr. Steve Borst, Mr. Steve Tribbey, Mr. Bob Ballenger, Mr. Henry Doden, Mr. Mike Harris, Mr. Tom Ohms, and Mr. Gordon Williams (via Zoom). General Manager Shaun Nordlie was also in attendance.

**3.0 Adopt Minutes of 2020 Annual Meeting** - Jody Ware moved, with a second by Bob Ballenger, to adopt the June 13, 2020 Annual Meeting Minutes as written. The motion carried with abstentions by Steve Borst, Henry Doden, and 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. Barb Hendren thanked the Tellers Commission for their work.

**5.0 Treasurer's Report** - Steve Borst reported that Tony Ozzauto, Jeff Hansen, and Ron Jachim of Caboor, Catalano & Co. are attending to summarize the 2020 audit results. Steve read a summary from his report which will be published in its entirety in The Apple Core. Steve detailed the revenues and expenses for the Association for 2020.

**6.0 Keay and Costello Legal Report** - Mr. Doug Sury of Keay & Costello, the Association's legal counsel from Wheaton Illinois provided the legal report. Doug stated that most of the bills that come out of Springfield originate in Chicago, i.e. condo related. He said there was not a lot to report. There is a trend toward alternate forms of energy, solar and electric vehicles. The aspect that will most affect community associations is removing the barriers for individual owners to install solar panels on their property and removing barriers to the installation of electric vehicle charging stations. How does this affect ACL? On our common property, we may be required to install electric vehicle charging stations in our parking lots in the context of any remodeling or renovation. The ACLBOD will need to keep this in mind in the CAMP project. Barb Hendren 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 Caboor, Catalano & Co. Audit Report** - Barb Hendren introduced Tony Ozzauto, Jeff Hansen, and Ron Jachim who reported on the audit of the 2020 financial statements of Apple Canyon Lake Property Owners' Association. The audit was completed, and they were happy to report they are able to express their unqualified opinion the financial statements are prepared fairly in all respects, using generally accepted accounting principles. They had no issues with management and found no misstatements or corrections. 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. Barb thanked them for their work and attending the meeting.

**8.0 General Manager's Address** - General Manager Shaun Nordlie gave a PowerPoint presentation reviewing accomplishments of the Association for 2020-2021, which included employee introductions of all departments and an overview of the great work they do. Shaun began with a summary of improvements and operations at the Pro Shop and the Golf Course. Operations at the Marina were impacted by COVID last year and despite having to conduct most business through the window, they did very well. They are happy to be open and back to normal now. Office staff at the Clubhouse created a "drive-thru" to conduct business with members via appointment and also utilized the US mail extensively. Shaun talked about foreclosures and liens; the numbers are down this year compared to previous years. We have an installment payment plan many owners are using. Deed changes and housing sales reflect a revitalized interest in ACL property ownership. The HR Department did a great job last year keeping up to date on COVID restrictions and maintaining a safe environment to work. Our Financial Manager helped us apply for the PPP Loan which was ultimately forgiven to our advantage. Ashlee is also the project manager for the Northstar conversion. Our Natural Resources Manager was introduced, and Shaun spoke of the work she is doing around the lake with conservation activities reducing erosion. Many prairie projects are being worked on. The Maintenance Department was reviewed, the number of work orders, some new equipment, new bulkhead at the dump, and culvert work on the trails. The Building Inspector's work was covered, in 2020 we had 164 building permits issued and one new dwelling. To date in 2021 we have 82 building permits and one new dwelling. On a good pace. Shaun discussed activities in our Aquatics department and the pool. Last year we used Signup Genius for reservations but as of yesterday it is completely open. The Security Department is promoting "Safety is No Accident" this year and will be doing boat checks. Shaun showed a list of calls and situations they responded to; the Security Department helps us a great deal patrolling. The Communication/Recreation Department's studio for their weekly video eblasts was featured. Stats of the recreation activities was reviewed. Projects taking place and continuing into 2021: fiber internet has only three more sections to complete. This will make our lake community very valuable. The Declaration voting continues to obtain a quorum. The BOD has decided flood mitigation is the priority in Capital Projects for this year. We are working with two engineering firms to develop options. We have formed an ad hoc commission to work with the engineering firms and the BOD. Shaun explained the conversion from Abacus to Northstar and how the new system will benefit all of the ACL staff and departments and the ACL owners. Barb Hendren thanked Shaun for the presentation.

**9.0 Distinguished Service Award** – Shaun Nordlie and Pat Reese presented Marge Clark and John Serhson with this year's Distinguished Service Awards for their tireless work and dedication to Apple Canyon Lake.

**10.0 Announcement of the Nominating Committee** – President Barb Hendren announced that Barb Hendren (Apache), John Killeen (President), Bill Bourell (Big Spirit), Mike Yorke (Big Spirit), Tom Sheehan (Apache), Dave Bohnenkamp (General Grant), and JoAnn Blackmore (Canyon Club) have all volunteered to **serve on** the Nominating Committee next year and were appointed to the Committee at the May 15, 2021 Board meeting.

**11.0 Member Questions/Comments** - The floor was opened for property owner comments.

**12.0 Election Results** - Tellers Commission Chairperson Pat Reese presented the results of the 2021 election. There were 1,010 ballots cast, of which 972 were valid.

Anderson 400

Ballenger 634

Kintop 254

Mullen 725

Tribbey 377

Ware 364

Ms. Reese reported there were several write-in votes also. The three candidates elected to the Board for a three-year term are, in no particular order: Nolan Mullen, Bob Ballenger, and John Anderson.

**13.0 Recognition of Board Members Whose Terms End** – President Barb Hendren thanked Steve Tribbey & Jody Ware for their time and work.

Steve Tribbey: Steve has served on the BOD for the past three years; and for the last year as Corporate Secretary. He has served on AECC for the past four years, and also as the recording secretary of that committee. Steve has been on the Lake Monitoring Commission, as well as the CAMP Financing & Marketing and CAMP Architectural & Design ad hoc commissions, and Recreation Commission. In his capacity as Board Liaison to Recreation, Steve has helped out with the 5K Color Run, the Haunted Trail, Ice Cream Social, and Canyon Kid's Camp. Steve is one of those people the Board has been able to rely on for help whenever it's needed. His wide experience, people skills, and forward thinking are evident in all of his work for the Board. He's always been one to think out of the box in order to solve a problem. He's been a valuable Board member, and we will be sorry to see him go. Thank you so much, Steve, for all that you have done for ACL.

Jody Ware: Jody has served on the BOD for the past six years. Incredibly, she served for four of those years as President; those of you who have served as President know what I am talking about when I say it is one of the most challenging, difficult, and time-consuming jobs a volunteer at ACL can hold. She also served one year as Corporate Secretary, and for the past year as Vice President. She has been instrumental in guiding our Association into the future, and has served on the Employee Handbook Ad Hoc Commission, Strategic Planning/Long Range Planning Commission, Legal Commission, General Manager Search Commission, Legal Counsel Search Commission, Governing Documents Alignment Ad Hoc Commission, Clubhouse Area Master Planning Ad Hoc Commission, Board Policy Ad Hoc Commission, The Cove Lessor Ad Hoc Commission, Editorial Review Commission and Safety & Emergency Planning Commission.

She has dedicated countless hours, her energy, experience and expertise into helping ACL become a high -level efficient organization. Over the last three years, Jody has been active in creating the ACLPO 501(c) Foundation and coordinating several Fundraisers to benefit the Foundation.

Jody led the Association through a very dark time when the onset of the COVID-19 pandemic turned everything upside down. She and Shaun instituted many special meetings during the early days of the pandemic to keep the membership informed about restrictions and how they affected our operations and amenities. She has also put in countless hours over the last six years with her work on the Legal Commission for the Amended and Restated Declaration of Covenants and Restrictions and Bylaws. Jody has taken an active role in educating the membership not only on the changes, but the reason for the changes. She's worked very hard to get coordinate alignment of all of our governing documents, and I think may just have all of them memorized!

Jody's vision for the future of ACL, her dedication to the Association and the many commissions she has been involved in, her leadership, communication to the membership, and her passion for the organization will be greatly missed. Thank you, Jody, for all that you have done for ACL.

14.0 Adjournment - The meeting was adjourned at 3:16pm. by Mike Harris,

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Acting Recording Secretary Steve Tribbey

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President Barb Hendren

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Date

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Corporate Secretary Steve Tribbey