

Holiday Shores
Board of Directors Meeting Minutes

Date: May 9, 2018

Attendance

Board Members

Present: Bob Lowrance, Jeanne Abert, Steven Yates, Jr., Shaun Diltz, Michael Hawks, Dave Decker and Monte Thus.

Quorum Present: Yes

Others Present

Glenn Dalton, Rob Frey, Matt Schafer and Misty Soliben from the Holishor Office.

Holishor Members Present: 8

Proceedings

Meeting called to order at 7:30 PM

Pledge of Allegiance Recited

Minutes of April 25, 2017

Monte Thus - Motions to approve the minutes as submitted. **Steven Yates, Jr.** - Seconds

All in Favor

Action: Motion Carries

Transfers of Property

There were 2 transfers of property, 1 lot with initiation fees, 1 house without initiation fees.

Profit and Loss

Submitted for Review.

Bills and Salaries

Monte Thus - Motions to approve the bills and salaries as submitted. **Jeanne Abert** - Seconds

All in Favor

Action: Motion Carries

Manager Report

Read by Glenn Dalton

Public Safety Report

Read by Glenn Dalton

Shaun Diltz - There was an incident with a dog that I didn't see on the public safety report. **Glenn Dalton** - Which one are you talking about? **Shaun Diltz** - The poisoning. **Bob Lowrance** - The news report. **Glenn Dalton** - When did that happen Matt? Was it before this report? **Matt Schafer** - Yes. **Glenn Dalton** - It will be on the next one. **Dave Decker** - Your email came out on the 1st telling all the stuff that had happened. So, it happened that day? (Someone from the audience stated that it happened on April 27th.) **Dave Decker** - So if it happened in April, why is it not in the April report? **Glenn Dalton** - I don't know. I'll find out why it wasn't included.

Correspondence

None

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Old Business

Treasurer's Report

Shaun Diltz - The 1-year CD is maturing on the 25th of May. We have a 10-day grace period. We can roll that into a 5-year right away or I can shop around. I found a couple other banks with possibly better interest rates and I'll bring that up to the Finance Committee on Monday. Also, we've already discussed that we can bump the 3-year up to a higher interest rate. I recommend we do that now. **Bob Lowrance** - I agree. **Shaun Diltz** - Even if the interest rate goes up higher in 3 months, we'll still have that three months with the higher interest rate.

Dave Decker - Motions to increase the 3-year CD to the higher interest rate taking advantage of the one-time bump on the CD.

Monte Thus - Seconds.

All in Favor.

Motion Carries.

Shaun Diltz - You'll see an increase in that column for the month of May. **Dave Decker** - Are we going to address the rollover one in the finance committee meeting next week? **Shaun Diltz** - Yes. **Ray Garber, 1822** - In regards to that CD, it's my understanding that unless you give them some direction, it will automatically become whatever it is. **Shaun Diltz** - Correct. It would actually rollover to another 1-year. **Ray Garber, 1822** - You want at least give them direction to let them know that you don't want to do that. **Shaun Diltz** - I have done that.

Glenn Dalton - On the dog incident, it was never reported to us. I did the investigation on the day that I sent it to you. **Dave Decker** - We're talking about the Treasury Report. **Glenn Dalton** - I put the facts together and I sent out the email, but it was never reported to us.

Bob Lowrance - Anything else on the Treasury Report?

Monte Thus - Motions approve the Treasury Report.

Shaun Diltz - Seconds.

All in Favor.

Motion Carries.

Marina

Bob Lowrance - Glenn put this on here. He asked for some direction. Basically, I guess that with Glenn getting back with Shaun there was nothing definitive in there with respect to some of the questions that you had as far as the Marina use with respect to boating and their new Tiki Hut, is that correct? **Glenn Dalton** - That's correct. **Bob Lowrance** - Glenn is asking us for some direction then with respect to renting the Tiki Hut and the boats. **Shaun Diltz** - The Tiki Hut and the boats have to be rented by members and we've already put in place the fine structure if the person renting it isn't in good standing. **Bob Lowrance** - Okay. The fine structure is in there? Glenn, you had indicated to me that it wasn't. Did you get with Shaun? **Glenn Dalton** - It was not and is it for the member or is it for the Marina? **Steven Yates, Jr.** - It was voted on. **Glenn Dalton** - The fine structure that we have, if you look at the data provided is against the Marina. **Dave Decker** - That's correct. **Steven Yates, Jr.** - The fine is because they are a non-member so there would be no member to fine. **Glenn Dalton** - On the 13th, we indicated that we were going to look at that fine structure and we did not so I'm just trying to get an idea of where we're at on that. **Dave Decker** - So the Board made a motion establishing a fine structure and who was to be fined. The Board voted on it and approved it. No motion has been made since then, so what the Board motioned and approved stands just like it has forever. **Bob Lowrance** - Do you have another question Glenn or clarification that you need right now? **Glenn Dalton** - So that fine stands. Does it also stand for the Tiki Hut? And how are we to determine if they are members or not? Do you want my Public Safety officers to go down and ask them who's renting it during the event? Because they do not check with us. I'm just trying to get an idea what you want us to do. We know what the deed restrictions are. You know what the deed restrictions are. we're just trying to go forward. **Bob Lowrance** - Right. So, what would we like to do with respect to the Tiki Hut? I mean obviously it must be rented by a member in good standing. We know that. They know that. **Glenn Dalton** - The only question I have is how do they determine that? Because of the simple phone call away, but they refused to make that phone call. Public

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Safety has to on the weekends. **Bob Lowrance** - Well, to a certain degree, one of the members of the Marina could say we're sponsoring them as well so to a certain degree it's almost a moot point and I don't know whether or not we should be there policing it and going up there each time and asking who's renting it. That said, the only alternative would be for them to contact us to see if that particular renter was a member in good standing. Board, what would you like to see done? Just leave it as is? **Dave Decker** - I don't know how you're going to police it. **Bob Lowrance** - That was my question. **Steven Yates, Jr.** - I don't know why you would please unless there's a claim made. Unless somebody makes a complaint that somebody's renting it without being a member. **Bob Lowrance** - Even the owner of the Marina could say that they're sponsoring them just like you can get a member to help sponsor you renting the clubhouse. There's no difference. **Glenn Dalton** - The only reason I'm bringing it up is because of course the deed restrictions are specific and I just needed some information because this will go very similar to what happened with the package liquor versus the liquor consumed on premises. **Bob Lowrance** - Okay so at this point Glenn, my understanding is that we're going to leave it as is. We're not going to have you try to police it to see who is running it. if you receive a complaint then of course we will go down and investigate. But otherwise there's no sense in policing it. **Glenn Dalton** - Okay. We're going to use our noise procedure that we discussed in advance. **Bob Lowrance** - We've already talked about that. Correct. **Conversation Ensues. This does not pertain to the boat rentals. Those will be investigated as needed.** **Jerry Theodore, 1346** - I can't tell you how bad this is exactly, because I haven't investigated it, but somebody needs to look at it. The launching ramp has started to deteriorate on one side. **Michael Hawks** - It's been like that for 10 years. **Jerry Theodore, 1346** - You might want to take a look at it again. I think it's getting worse. **Michael Hawks** - I'll have to look at it in the next couple years, when we draw it down. **Jerry Theodore, 1346** - That's why I'm bringing it up now for 2 reasons. One, the launch ramp does not belong to the Association. It belongs to the Marina. And they'll have to be dealt with to get it done and the fact that the drawdown is coming and that would be the ideal time to do it. We have two options I guess. We can talk with them on reviewing the ramp or we can put it in our own launch ramps. That's the only reason I bring it up is because of the drawdown and because it belongs to them. Somebody just really needs to investigate it and make sure it's not getting bad. **Bob Lowrance** - Okay. Glenn, would you put that on your carryover list for maintenance? **Glenn Dalton** - Yes, sir. On the last drawdown we brought that to the Marina's attention. They filled that right side that's failing with rock and of course it's washed out. So, it needs to be looked at again going forward. **Ray Garber, 1822** - Obviously I'm not privy to all the other meetings, but with regards to the rental of that Tiki Hut, that's established because of the deed. It seems we have a boat rental and they're not letting us know what's going on there. Of course, we can go and try to catch everybody that goes out there but we won't catch everybody, so we won't know if their members in good standing or not. It seems to me that if you look at the Tiki Hut that that's a similar situation. I just want to make sure we don't open ourselves up to a situation where we let them do it a certain way and suddenly it comes up and somebody says, "well they were doing it this way and I want to do it this way too." It just seems odd that they're doing something that we wouldn't try to enforce. **Bob Lowrance** - Good point. I think status quo is reasonable right now unless it becomes an issue, then I'm sure the Board will address it at that point in time. Anybody else on Marina?

2018 Road Plan Road Bids

The Board opened the Road Bids and they were submitted as follows:

Kamadulski Excavating & Grading – Base Bid - \$136,710. Alternative 1 (Sextant Dr.) - \$96,841. Alternative 2 (Additional Culverts) - \$19,977. Total - \$253,528.80

Stutz Excavating – Base Bid - \$104,266. Alternative 1 (Sextant Dr.) - \$74,176. Alternative 2 (Additional Culverts) - \$10,556. Total - \$188,999

Moniger Excavating, Inc.– Base Bid - \$136,403. Alternative 1 (Sextant Dr.) - \$97,587. Alternative 2 (Additional Culverts) - \$20,096. Total - \$254,086.25

Keller Construction – Base Bid - \$136,570. Alternative 1 (Sextant Dr.) - \$90,903. Alternative 2 (Additional Culverts) - \$23,970. Total - \$280,403.50

Bob Lowrance - We're not going to decide on these tonight. They will be reviewed by our engineering firm.

Monte Thus - Glenn, can you send us a summary of all these amounts? **Glenn Dalton** - Yes. **Bob Lowrance** - Glenn, do you want to go ahead and collect all these bids and give them to our engineer? We're giving them

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to the engineer to make sure they are apples to apples. **Glenn Dalton** - Yes. **Bob Lowrance** - Those will be voted on at the next regular meeting. Not the Annual Meeting. **Glenn Dalton** - Our engineer will be at the next meeting to answer any questions and he will conduct the analysis to make sure that they are comparative. **Bob Lowrance** - Okay. **Dave Decker** - And he'll have some of this written up for us in the packet, or will we just get it at the meeting? **Glenn Dalton** - I'll request that he do it for the packet. **Dave Decker** - Thank you...

New Business

Restaurant Vendor Search

Bob Lowrance - This was requested noting that are 3-year lease with the current vendor of the restaurant is up at the end of this year. Anyone else that would like to put in a request to lease the property can. We will consider both our current vendor and anyone else that would like to put in a request to lease it. If anybody knows a restaurant owner that is interested in putting a bid in, please let them know to do so.

Appropriate uses of Association facilities and equipment

Dave Decker - The board had a conversation a couple meetings back in regards to the use of the computer equipment specifically. In reviewing the documentation that we have, we really don't have good company policies on that. I pulled some stuff together, plagiarizing some information that I found elsewhere and gave that to the Board of the last meeting. Glenn, in your packet, pulled out the excerpt from the employee manual. I don't know if you guys brought your copies because they didn't include the originals with the packet. Currently in our policies, we have nothing that identifies that we have the capabilities to monitor the folks that are using our equipment. It just says that you shouldn't use it for personal use except in small doses. I think we need to have specific documentation that says that we have the authorization to monitor the use of our equipment and in my opinion it should be when you log on to one of our pieces of equipment it is there and actually has to be acknowledged when you log on to the unit. it's a pretty standard operating system for most companies anymore. I believe we need to start doing that. **Bob Lowrance** - I think everybody is in agreement. **Shaun Diltz** - So, you're wanting it in the logon screen? **Dave Decker** - Yes. When you turn that machine on, when you login there should be a notification right there on the screen that says that we have the capability to monitor you and by using this equipment you accept that. Somewhere along those lines. **Bob Lowrance** - So, are you looking to have a motion on that tonight, Dave? **Dave Decker** - I am not looking for a motion tonight. I just wanted to start the conversation. Especially since the paper wasn't in the packet I wouldn't expect anybody to motion on it. One document that I had that have block around it, that is actually what I would recommend. Something of that nature being on the screen when they login. With that, you're explicitly accepting the fact that by using this equipment, you acknowledge the fact that we have the right to monitor the utilization. **Bob Lowrance** - Okay. We'll consider that for the next meeting or the new Board will. **Glenn Dalton** - And this will be published in the employee's manual, correct Dave? **Dave Decker** - That's correct.

Annual Meeting Parliamentarian Appointment

Glenn Dalton

Annual Meeting Opening Prayer

Jeanne Votruba

Open Session

Nothing Discussed

Jeanne Abert - Motions to adjourn to executive session.

Steven Yates, Jr. - Seconds.

All in Favor.

Motion Carries.

Meeting adjourned at 8:05 p.m.