

ENCHANGED FOREST PROPERTY OWNERS ASSOCIATION
Board of Directors Meeting Minutes
Saturday, February 14, 2015

1) The meeting was called to order at 10 AM by President Tony Esson. The Pledge of Allegiance followed.

2) Roll call of Board members showed:

Members Present: Tony Esson, Ron LeBourdais, Polly Buchanan, George Lienerth, Matt Mogle, Brian Wilson, Fred Novack (FaceTime), Dave May

Members Absent: Nancy Gregg (excused), Brian Wilson (excused)

It was questioned by Matt Mogle as to what constituted an “excused absence” from a Board meeting. Further discussion followed and determining a specific definition for “excused” was suggested so it will be a topic on the next Board meeting agenda.

3) Agenda

a) The agenda was approved as circulated.

4) Minutes from both December 6, 2014 and December 27, 2014 were *approved*.

5) President’s Report – Tony Esson

a) A brief discussion of recent social activities was reported. There has been no further development on the Morris law suit as the recent hearing was cancelled. Fred asked about getting back any of our legal fees that have totaled about \$3000-\$4000; we can’t really get these back. Due to the type of legal case this is.

b) Current clubhouse maintenance and insulation projects have been completed.

6) Treasurer’s Report

a) Tony gave a Budget Committee report; copies of the 2015 proposed budget were circulated.

b) Several categories of expenses, and income streams were revised; Tony gave a review of the changes.

c) Projected expenses (\$173,000) and projected income (\$194,000) were reported.

d) Pool repairs this year and next year when the warranty expires were discussed.

e) Motion made to approve proposed budget; *motion passed*.

7) Managers’ Reports

a) Business Manager

i) Sherice reviewed maintenance fees received so far (about \$85,000) which is about 1/3 of the total amount. Only a few have paid a half now with the other half due later this year.

- ii) Out of 673 lots in Guthrie Lakes, 12 are owned by EFPOA and we are trying to sell them, 25 are owned by the county so we won't get dues from these 37 lots this year. The bank owns another 4 and we are trying to get them to pay the dues.
- iii) Delinquent dues owners out-of-state have been warned that their accounts are being sent to a collection agency with 30% added to the total owed.
- iv) Kirk (the attorney) still has one back check that he was reviewing; this must be retrieved.
- v) Our small claims procedures have not brought results so it was suggested that we send in-state delinquents who are most behind to the collection agency.
 - (1) Motion made: Lots owned by in-state residents that are most behind can be sent to the collection agency. *Motion passed.*

FYI - It was reported that the old Guthrie Lakes map given by Barb and Jim Herman will be cleaned, restored and framed to be displayed in the Clubhouse. A private collection of private funds (about \$800-\$1000) will be initiated to pay for this project so that no dues will be used.

- b) Facilities Supervisor – Tom Hall
 - i) All the insulation work has been completed; have had no ice problems this year as we had in previous years.
 - ii) Upstairs meeting room renovations have been completed.
 - iii) Next project is to re-carpet the downstairs using carpet squares.
 - iv) Low attendance at the Clubhouse was noted; reducing hours even more was mentioned and was suggested as a topic to be discussed at the next Annual Meeting this July.
 - v) Shampooing carpets is yet to be done this spring.
 - vi) For Winter Fun Day at Wilson Park, a clearing has been made so it is ready.

8) Committee Reports

- a) Activities – Sherice Esson
 - i) Super Bowl went well but attendance was much lower; will do it again next year.
 - ii) Winter Fun Day events were reviewed; poker fun run was explained.
 - iii) Sat. March 14th – Corned Beef Dinner for St. Patrick's Day (Matt will get corned beef at Eastern Market?)
- b) Budget & Finance – Tony Esson – reported earlier
- c) Building & Grounds – George Liernerth
 - i) Patty and Mike Chapman's request (11675 Fascination, Lots 369/266) for a garage variance on Lot 266 was discussed. Their lots are in Section I (Lot 266), and in Section II (Lot 369). After the Board approves this variance to the Deeded Restrictions, the Chapmans need approval from adjoining lot owners. The restriction then needs to be recorded with the county as an amendment to the deeded restrictions

for that lot. Thus it's legally binding for that lot. Lots 266 & 369 will be combined into one lot for tax purposes.

(1) Motion made: Allow the variance requested by the Chapmans. *Motion passed.*

- ii) Clarification is still needed about which adjoining lot owners should be notified; Tony will check regulations so Chapmans know exactly who to notify by letter.

d) Bylaws, Rules & Regulations – Brian Wilson (no report)

- i) Note: Tony will create wording to replace Rules and Regulation General regulation #7 regarding “For Sale” signs allowed. He will send this to all Board members for their consent by email. Then the corrected Rules and Regulations document can be re-issued with the other two changes made during 2014 and be put on our website.

(1) Suggested wording from Kirk for this change was passed to Tony.

e) Communications – Polly Buchanan

- i) The need for the next Lyric was discussed; will go out the end of April to announce election details.

f) Deeded Restrictions – Fred Novack, Dave May – No report.

g) Employee Relations – Ron LeBourdais – All is going well, no report.

h) Military/Government Relations – Matt Mogle – No report.

i) Security – Matt Mogle – No report.

9) Old Business

- a) Where to invest annuity funds (\$35,000) was discussed. Funds have to be available if needed, without penalty. Much discussion of this topic has occurred by the Board with the guidance of a financial advisor.

- i) A Unit Investment Trust (UIT) seems like the best option. Motion made: Invest \$15,000 in UIT 2014-4 Bonds, and \$20,000 in UIT Equity Series 91 – *Motion passed.*

b) Rules and Regulations Change - #7 under General – Motion made:

- i) Delete all the current wording under #7. *Motion passed.*

Wording Deleted – Under General in Rules and Regulations

7. Owners and Realtors who plan to sell property should contact the Manager(s). Property Owner's with developed property are allowed one For Sale sign on the property. Developed lakefront property owners are allowed one For Sale sign on the road side and one For Sale sign on the lake side. For Sale signs may be no larger than 24" x 28". Personal property items "for sale" on lots are not allowed to be displayed for longer than thirty days. The EFPOA provides color coded stakes for vacant property and inclusion in a master listing of "for sale" properties at a modest charge. Only the color coded stakes may be used on vacant property. The color coding is: (1) green to indicate for sale by owner; (2) blue and white to indicate for sale by realtor, and (3) red to indicate for sale by EFPOA. Sales information on all property is available at the Clubhouse.

10) New Business

- a) Tony asked for volunteers to review current insurance coverages with Marcus (our insurance agent) as a wise periodic activity. This group (called the Insurance Review

Committee) will include Dave May, Ron LeBourdais and Brian Wilson (Tony will ask Brian if he will serve.).

- i) Appoint chair(s) for Elections Committee; Mary Kay LeBourdais and Cathy Wooldridge are willing to serve again; Robin May will also asked to serve on this committee. Motion made and *passed*. Next Lyric needed in late April to announce elections.

- b) Proposed budget expenses; all have been included in proposed budget.
 - i) Carpet squares for basement– Motion made to spend up to \$2000 on plain color squares. *Motion passed*.
 - (1) Color choices will be discussed and selected later.
 - ii) 25 globes & LED bulbs and paint for outside lamp posts – Motion made to spend up to \$800 on this project. – *Motion Passed*.
 - (1) 10 light fixtures and LED bulbs needed for lower level – Ron will check prices. Motion made to spend up to \$1500 for basement lighting. *Motion passed*.
 - iii) All docks have been repaired/replaced.
 - iv) Do any doors need to be replaced? No, only handle needed on front door but others are ok for now.

- c) Contributing to the health Insurance for managers was discussed; has been included in proposed budget.
 - i) Motion: Give managers up to \$300/month in their pay check for health insurance when proof of insurance is given to ERC chair (Ron). *Motion passed*.

- d) Date for next Board meeting will be Sat. May 2 at 10 AM; breakfast at 9 AM.

11) Motion to adjourn was made at 11:30 AM.

Current Board Members and Officers:

President: Tony Esson

Vice President: Ron LeBourdais

Treasurer: Nancy Gregg

Secretary: Polly Buchanan

Directors: Fred Novack, Matt Mogle, Brian Wilson, George Lienerth, Dave May

Future Notes... for May 2 agenda: Define “excused absence” for Board members.

Future Notes... not to forget for Annual Meeting Agenda

- A. Are residents interested in a pavilion at Legend Lake boat launch?
 - a. How financed? Donations requested?
 - b. Tony remembered a drawing that was made in the past for such a structure.
- B. Discuss Winter clubhouse hours and suggestions; can hours be reduced?
 - a. How much will really be saved in heating the building if managers still come in most weekdays to work there?