

LAKE HOLIDAY COUNTRY CLUB

Minutes of Board of Directors Regular Meeting

Date/Time/Place: March 23, 2021; 6:30 pm, Club House Great Room

Directors in Attendance: Richard Traczyk, James Coates, Pat Majewski, Ed Noble, Darrell Melcher, Betka Hardgrave, Elizabeth Hair, Jon Reedy, Jarret Tomalesky

Directors on the phone: Robert Adams (access via Microsoft TEAM conferencing software)

Directors absent: none.

Invited Attendance: Mike Goodwin, General Manager

Call to Order: The meeting was called to order at 6:30 with a quorum present.

Note: John Stover and Juan Hernandez attended the Board meeting to support the use of Microsoft TEAM conferencing software. Several board members had the laptops and monitored the use. Feedback was positive on the use of the TEAM conferencing software.

TOPIC:	DISCUSSION:
Agenda Approval	Motion: (Traczyk) Move Tab 8 (Snack Shop Contract) after Tab 3 (General Manager's Report). Action: Vote 10-0 (unanimous). Motion carried
Open Forum	Jon Reedy presented a topic on "Restaurant at the Lake Holiday". Since 2017 survey on Lake Holiday amenities, establishing restaurant at the Lake Holiday continues to be a topic discussed by many Lake Holiday members. Jon requested that a new "survey" to be created to receive members feedback on the restaurant. Jon asked if the board would support funding of the survey. Director Traczyk made a comment: if this topic is supported by board members, a TAB should be created for the next board meeting. Darrell Melcher presented a topic on "private security services" to be provided at the Lake Holiday. There are security companies who could be contracted to provide a "full set of services". This type of request needs to be presented at the Master Planning committee meeting.
Tab 1 – Approval of February 23, 2021 BOD meeting minutes	Motion: (Traczyk) To approve minutes. Action: 10-0 (unanimous). Motion carried.
Tab 2 – President's Report	Staff has received numerous calls about snow removal procedures and road conditions this last winter. There was enough equipment to handle different road conditions.

	<p>Munchy Duck Café owner Melissa Rivera reviewed the contract to operate café at the clubhouse. Board will need to review and approve contract.</p> <p>Dog Park is ready for official opening. How should the opening be handled? Organized event or message to community. Target date is Mid-April.</p> <p>Fitness Center: upgrades completed. Center is ready for opening. Director Coates will provide guidelines for center use.</p> <p>Nomination committee is established. Director Hardgrave is the committee liaison. Hardgrave, Coates, Traczyk, Tomalesky and Middleton positions will need to be filled.</p> <p>Teens from the community (Chloe and Louis Langston) built “Free Little Libraries” boxes and dog exercise equipment. Boxes are at each mail station. Dog equipment will be installed at the Dog Park.</p> <p>Front entrance gate arm is broken. Replacement of the unit to be considered.</p> <p>Food Trucks are coming back to provide variety of food. “Smoker” vendor would use Beach II.</p> <p>Debbie Corrigan’s request to use clubhouse for an event with more than 25 people was discussed. Debbie’s rental request was approved by the board. There is an assumption that Virginia Governor will change the gathering to 50 people per event.</p> <p>Dance Group (James Coates presented): Shenandoah University dance group has asked for permission to conduct video taping of the group’s performance at the Beach 1. University provides legal documentation to ensure that LH is not liable for the event. Proposed dates for the event: May 15 (or 16).</p> <ul style="list-style-type: none"> • Motion: (Coates): to approve use of Beach 1 for the event. • Action: 10-0 (unanimous). Motion carried.
<p>Tab 3 – General Manager’s Report</p>	<p>Clubhouse:</p> <ul style="list-style-type: none"> • HVAC upgrades completed. Air Care Services completed upgrade on time and at the proposed price. Circulated air is now UV treated. • Fitness Center: Winchester Flooring completed installation of the 8MM thick rubber tiles. Work was completed as budgeted at \$7,500. Fitness equipment movement will be coordinated with Director Coates. <p>2017 Kubota M7060 Engine Failure: Winchester Equipment has</p>

	<p>completed the engine replacement at a cost of \$20,089.40.</p> <p>Association AED replacement: responding to “product recall” associated with critical circuit board malfunction, LH unit is being replaced. After “rebate of \$725”, cost of replaced unit is \$661.</p> <p>Undeveloped Area Roadway and Drainage Improvements: as the weather has improved, improvement efforts restarted. Improvement activities will continue through the summer. Request to use CIF (slated for the Beach III access road) to improve the drainage and the access road was discussed. Since the Master plans does not include Beach III projects, it was agreed to use the CIF for drainage and road work repairs. Master planning will discuss the request for “sand placement “at the Beach III.</p>
<p>Tab 4 – Snack Shop Contract</p>	<p>Director Hair presented the written contract for the Munchie Duck Café. 2 changes were identified. Owner Melissa Rivera agreed to the contract content.</p> <p>Motion: approve contract with the requested changes. Action: 10-0 (unanimous). Motion carried.</p>
<p>Tab 5 – Treasurer’s Report</p>	<p>LH financial health continues in the positive direction.</p>
<p>Tab 6 – Committee Reports</p>	<p>Activities Committee: March meeting minutes included 2021 events and budget. Cost of events exceeds the allocated annual funds of \$8K. There is concern about the committees planning efforts (experience in created and getting plans approved; types of events proposed etc.). Using LH funds to cover the “gift cards” for the winners of the cornhole tournament was discussed. “Gift cards” cannot exceed \$25 per card. Only LH members can receive money prizes. Board discussed “guidance to the committee”. Committee liaison, Robert Adams to communicate “guidance” at the next Activities meeting.</p>
<p>Tab 7 Compliance Appeal</p>	<p>Citation for “dumping item in the trash compactor” was issued to Property Owner, Stephanie Ryan. Ms. Ryan attended the Board meeting to appeal the citation.</p> <p>Motion (Traczyk): “drop” citation. Action: 7-3 (Pat Majewski, James Coates, Darrell Melcher opposed). Motion carried.</p>
<p>Tab 8 – Fitness Center Guidelines</p>	<p>Director Coates presented draft guidelines for the Clubhouse Fitness Center. Board members provided updates. Guidelines and the opening date of April 1 will be communicated to LH members.</p>

	<p>Motion: approve guidelines and opening date of April 1. Action: 10-0 (unanimous). Motion carried.</p>
<p>Tab 9 – Teleconferencing Board Meetings</p>	<p>Due to the COVID Pandemic, there have been multiple requests to teleconference the Board Meetings to LH community. Decision on which technology is to be used will require additional testing.</p> <p>Motion: move to have the LH Board to teleconference the Board meetings and further test which platform to use. Action. 10-0 (unanimous). Motion carried.</p> <p>Motion: Allocate \$3K to purchase “BIG BROTHER” software. Action. 10-0 (unanimous). Motion carried.</p>
<p>Executive Session: Personnel Performance review</p>	<p>General Manager to receive “pay raise” and bonus as discussed.</p>
<p>Adjournment / Announcements</p>	<p>The next Regular Board Meeting will be April 27, 2021 at 6:30 p.m. in the Clubhouse Great Room.</p> <p>Meeting completed around 8:30 pm.</p>

Respectfully Submitted,
Betka Hardgrave, Board Secretary