

LAKE HOLIDAY COUNTRY CLUB

Board of Directors Regular Meeting Minutes

Date/Time/Place: 24 Aug, 2021; 6:30 pm, Clubhouse Great Room

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

Directors on the phone / linking in: none.

Directors absent: Robert Adams, Betka Hardgrave, and Jarret Tomalesky

Invited Attendance: Mike Goodwin, General Manager

Call to Order: The meeting was called to order at 6:35 with a quorum present.

Note: Microsoft TEAM conferencing software was used; John Stover (Tech Com) provided technical support and will submit video to Mike Goodwin for posting.

TOPIC:	DISCUSSION:
Agenda Approval	Director Hair motioned to approve agenda as-is. Action: Vote 7-0 (unanimous). Motion carried.
Open Forum	No discussion.
Tab 1 – Approval of 27 Jul 2021, BOD meeting minutes (Director Hair)	Motion: Approve previous Board minutes. Action: 7-0 (unanimous). Motion carried.
Tab 2 – President’s Report (Director Traczyk)	<ul style="list-style-type: none">• Our newsletter publisher, Peggy McClurken, will be retiring in October. Need to find replacement from the community.• Dog Park: Discussed landscaping; Director Traczyk and others met with contractor; proposal forthcoming for implementation this fall.• Beach II will be closed in Sept. Canoes and kayaks will need to be removed and swimming will not be allowed once work begins. Work should take approximately 10 weeks.• The marina will be closed in Oct so reconfiguration can begin. Will need to remove boats for work to commence.• The Frederick County Board of Supervisors approved early pay down of Lake Holiday dam debt saving over \$500K over the life of the bond.• MPC committee investigating forestry program for Lake Holiday.
Tab 3 – General Manager’s Report (Mike Goodwin)	<ul style="list-style-type: none">• Clubhouse HVAC Unit has been replaced and on budget.• Marina Stairway has been removed.• The 2020 Audit by Decker and Company is on schedule to complete by Sept.• Five (5) proposals were received for the Security Services contract and are fairly competitive.

	<ul style="list-style-type: none"> • The termination of the Agreement of Sheriff’s Services was submitted and expected to take effect on 27 Aug 2021. • Beach II Project should start the week after Labor Day. Pine Knoll Construction is waiting on the permit. • Replacement Reserve Expenditure Recommendation: <ul style="list-style-type: none"> ○ Salt/Grit Spreader is at the end-of-life expectancy and not worth repairing. Replacement cost is approximately \$8K and in stock. Board agreed to replace with Replacement Funds. ○ Tennis Courts and Basketball lines need repainting. Cost is \$9,875 but doesn’t include Pickleball lines on the tennis courts. Board agreed to restripe the lines and add Pickleball lines to one tennis court. • Parcel 12A (former golf course) washout/ravine has been graded and is no longer a safety concern; however, the soil in the area will not support a bridge as previously discussed.
<p>Tab 4 – Treasurer’s Report (Director Noble)</p>	<p>LH financial health continues in the positive direction. Finance Committee requested the Frederick County Board of Supervisors consider paying down Lake Holiday debt with collected funds, which they approved, saving over \$500K for Lake Holiday.</p>
<p>Tab 5 – Committee Reports</p>	<p>Update on Building and Grounds: Co-chairs resigned; Dustin Terry has assumed the Chair responsibilities until the October meeting, when re-elections will take place. (Director Coates)</p>
<p>Tab 6 – Update to PRP 2, Common Use Area (Director Majewski)</p>	<p>Issue: Two Board directors requested additional revisions to PRP 2 Motion:</p> <ol style="list-style-type: none"> 1. Change title to Common Area Recreational Use 2. In the general rules two numbered items were added about dogs. 3. Expanded where smoking is not permitted. 4. Closing the beaches after midnight or 1am 5. A general rule paragraph about Beach II boat dock. 6. Additional revisions to the camping section, particularly about the boat dock and camping permits placed on boat. 7. Direct Office to make changes to reflect new boat dock policy on Camping Permit. <p>Director Coates requested a separate motion for closing the beach at midnight. Action: 3 approved (Directors Majewski, Melcher and Reedy); 4 opposed (Directors Coates, Hair, Noble and Traczyk). Motion failed.</p> <p>Motion: Approve the remaining above recommended changes to PRP 2 Common Area Use and direct office to update the camping permit. Action: 7-0 (unanimous) Motion carried.</p>
<p>Tab 7 – Updating / Unifying PRP 4 and PRP 5 (Director Noble)</p>	<p>Issue: In PRP 4 Compliance and PRP 5 Entry, Road Use and Parking have conflicting timelines regarding initial issue of a Citation Notice as it regards to safety-related and one-time violations; therefore, the citations were not processed timely.</p>

	<p>The original motion called for extending the Office processing period for Citation Notification to the members to fifteen (15) business days and update both PRPs.</p> <p>Director Melcher requested a change to the motion: Extend to 30 calendar days versus 15 business days and approved the changes.</p> <p>Motions:</p> <ol style="list-style-type: none"> 1. Change the current wording in PRP 4, Section G2: Notice of the citation shall be mailed to the member who is responsible for the cited individual within thirty (30) calendar days of the incident. 2. Change the current wording in PRP 5, Section G3: A Courtesy Notice or Citation Notice will be mailed to the property owner within thirty (30) calendar days of the alleged offense. <p>Action: 5 approved (Directors Coates, Hair, Majewski, Melcher and Traczyk); 2 opposed (Directors Noble and Reedy). Motion carried.</p>
<p>Tab 8 – 2022 Budget Review (Director Noble)</p>	<p>Issue: Review proposed 2022 Budget</p> <p>Of note:</p> <ul style="list-style-type: none"> • 5.1% increase in Expenses. 2022 Total projected - \$2,348,946 • No increase in assessments from 2021 to 2022 • Homeowners assessment decrease of \$3.76/year due to increase in homes sharing cost of trash contract. All others stay the same. • Growth in capitalization fees due to increased home sales • Small increase in power boat fees • \$35 increase in boat slip fees; additional slips from reconfiguration • 25% increase in clubhouse rental fees • Carryover of \$33K in undesignated funds • Estimating a 17% Expense increase in upcoming Gate and Patrol Contract even with reducing the Sheriff Patrol to just July 3. <p>Director Coates motioned to have a combined Finance Committee and a Special Board Meeting for a final review of the 2022 Budget, on Tuesday, September 21, at 6:30 p.m.</p> <p>Action: 7-0 (unanimous). Motion carried.</p>
<p>Tab 9 – Painting of Clubhouse Lower-Level (Director Coates)</p>	<p>Issue: Lower level of Lake Holiday Clubhouse needs a fresh new coat of paint.</p> <p>Motion: Approve operators of the Munchie Duck paint the lower-level of the Clubhouse; using the funds from the Clubhouse maintenance budget, pay for the cost of the paint and up to \$75 for supplemental supplies (brushes, roller, pans).</p> <p>Action: 7-0 (unanimous). Motion carried.</p>

	Discussion concerning use of the common area/game room by the Munchie Duck ensued. The owner of the Munchie Duck must get permission from the General Manager to use / place any items in that area.
Tab 10 – Shenandoah University Dancers at Lake Holiday (Director Coates)	Informational tab only: Director Coates presented the final video from the Shenandoah University Dance Ensemble performance on Beach 1, 15 May 2021.
Announcements / Adjournment	<ul style="list-style-type: none"> • Town Hall on Sat, 28 Aug 2021 at 10 a.m. in the Clubhouse Great Room. • The next Regular Board Meeting will be 28 September 2021, at 6:30 p.m. in the Clubhouse Great Room. • Combined Finance Committee / Special Board Meeting on Tuesday, September 21, at 6:30 p.m. for a final review of the 2022 Budget. <p>Meeting adjourned at approximately 8:45 p.m.</p>

Respectfully Submitted,
Elizabeth Hair, Acting Board Secretary