

## LAKE HOLIDAY COUNTRY CLUB

Note: Microsoft TEAM conferencing software was used; John Stover provided technical support.

### Minutes of Board of Directors Orientation Meeting

**Date/Time/Place:** 23 November, 2021; 6:00 pm, Club House Great Room

Special Orientation was called to order at 6:00p.m.

#### Directors in Attendance

Elizabeth Hair, Mary Lewia, Pat Majewski, Cathy Melcher, Darrell Melcher, Ed Noble, Stephanie Ryan, Bill Quirk

Invited Attendance: Mike Goodwin, General Manager and John Stover, Tech Comm Chair

TOPIC:	DISCUSSION:
Information Only – Orientation to MS 365 (Tech Comm Chair, John Stover)	Presentation to Web/email/etc.
Information Only – Orientation for new Board Directors (Director Majewski)	Director Majewski covered the orientation material for new Board members.

### Minutes of Board of Directors Regular Meeting

**Date/Time/Place:** 23 November, 2021; 6:40 pm, Club House Great Room

Call to Order: The regular meeting was called to order at 6:40 with a quorum present.

#### Directors in Attendance:

Robert Adams, Elizabeth Hair, Betka Hardgrave, Mary Lewia, Pat Majewski, Cathy Melcher, Darrell Melcher, Ed Noble, Jon Reedy, Stephanie Ryan.

Directors on the phone: none.

Directors absent: none

Invited Attendance: Mike Goodwin, General Manager

TOPIC:	DISCUSSION:
Agenda Approval	<b>Motion:</b> Director Ryan Approve agenda as-is. <b>Action:</b> 11-0 for (unanimous). <b>Motion carried.</b>
Open Forum	Comments from Community Members: Helen Carter, re: Restaurant Survey. <ul style="list-style-type: none"><li>Concerned about the validity due to several versions: one was circulated at Fall Fest and another door to door. Details</li></ul>

	<p>in the electronic survey letter were not the same as complete as at Fall Fest and door to door; therefore, elicits different responses. Also concerned about paper surveys being lost, thrown away, or changed if done in paper form.</p> <ul style="list-style-type: none"> <li>• Skeptical about no costs to community members, i.e., cleaning, water, electricity, wear and tear on the building.</li> <li>• Concerned about moving the office workers to the basement and teleworking, i.e., phone calls not getting returned in a timely manner, not efficient working from home.</li> <li>• Concerned with conflicts with rental of Great Room, sharing of bathrooms, can see issues happening.</li> </ul> <p>Re: Tab 13 – Dock assignments, opposed to the lottery system.</p> <p>Chris Anderson – Co-chair Lake Committee. Re: Tab 13 – Dock assignments, on behalf of the Lake Committee, hopes the Board takes into consideration having the Lake Committee work with the GM to formulate a plan.</p>
<p><b>Tab 1 – Approval of 28 Sep and 26 October 2021, BOD meeting minutes (Director Hair)</b></p>	<p><b>Motion:</b> Approve previous Board minutes.</p> <p><b>Action:</b> 11-0 for (unanimous). <b>Motion carried.</b></p>
<p><b>Tab 2 – President’s Report (Director Majewski)</b></p>	<ul style="list-style-type: none"> <li>• Request for volunteers on committees;</li> <li>• Lake Holiday 50<sup>th</sup> anniversary in 2022 – looking to upgrade the Clubhouse – Activities requests assistance and volunteers in planning;</li> <li>• New fencing, and repairs to old, along Redland Road started;</li> <li>• New landscaping installed and placement of pavilion for the Dog Park to be determined by Board;</li> <li>• Beach II improvements underway;</li> <li>• Almost an additional 50% of parking underway for the Clubhouse</li> <li>• Identified agenda items for the November Board meeting.</li> </ul>
<p><b>Tab 3 – General Manager’s Report (Mike Goodwin)</b></p>	<ul style="list-style-type: none"> <li>• Trash compactor loop improvements completed;</li> <li>• Dog park landscaping plantings installed;</li> <li>• Allied Universal prepares for start of security services;</li> <li>• Improvements to Beach II underway by Pine Knoll Construction;</li> <li>• Delay until spring with tennis and basketball court paintings due to rain, cool temps and leaf fall;</li> <li>• Lakeside Docks completed the marina re-configuration leading to consideration of boat size in re-issuance of dock slips which needs Board discussion;</li> <li>• Clubhouse table replacement required due to safety reasons, pricing and sizes provided for Board decision; <ul style="list-style-type: none"> <li>○ <b>Director D. Melcher motioned</b> to purchase 20 – 8 ft tables out of Replacement Reserves. In addition, to purchase 10 – 6 ft tables and 2 dollies at a cost not to</li> </ul> </li> </ul>

	<p>exceed \$4,500 out of undesignated funds. Vendor: Millers who will unpack/replace if necessary.</p> <ul style="list-style-type: none"> <li>○ <b>Action:</b> 11-0 for (unanimous). <b>Motion carried.</b></li> <li>● Requested Board vote to have boat / trailer storage lot lessees maintain their own lots (mowing grass, etc) due to multiple issues (claimed damage of items stored / and complaints of lack of mowing under stored items) with the maintenance crew providing maintenance. <b>Action:</b> Suggested get with Building and Grounds to discuss moving trailers on a specific day so maintenance can mow however, those that don't move their trailer can mow their own lot.</li> </ul>
<b>Tab 4 – Treasurer’s Report (Director Noble)</b>	Lake Holiday’s financial health is good.
<b>Tab 5 – Committee Reports</b>	No comments
<b>Tab 6 – Committee Name Change (Director Lewia)</b>	<p><b>Issue:</b> The TechComm Committee is more a communication committee versus a technological committee.</p> <p><b>Motion:</b> The Techcomm Committee proposes to change the name of the committee to Communications Committee.</p> <p><b>Action:</b> 10 for, 1 opposed (Hardgrave). <b>Motion carried.</b></p>
<b>Tab 7 – Combining Two Committees (Director D. Melcher)</b>	<p><b>Issue:</b> As of Oct. 2021, the Safety Advisory Committee had five members. In preparation of the Nov. organizational meetings to name committee leaders, the current co-chairs asked for nominees. Unfortunately, no one stepped up to lead the committee. The co-chairs then attended the Building &amp; Grounds Committee meeting to revisit conversations to merge with the Building and Grounds Committee, since the two committee charters often operate in parallel and/or overlap.</p> <p><b>Motion:</b> Move to accept the Safety Advisory Committee recommendation and approve the consolidation of the Safety Advisory Committee to function as one under the Building and Grounds Committee; and approve the applicable document modifications. Building, Grounds and Safety Advisory Committee</p> <p><b>Action:</b> 11-0 for (unanimous). <b>Motion carried.</b></p>
<b>Tab 8 – Newsletter Format Changes/Paper Copies (Directors Lewia and Hair)</b>	<p><b>Issue:</b> There are costs associated with the current software and mailing the hardcopy of the Lake Holiday newsletter. With the current software, publishing the newsletter to the Lake Holiday website is cumbersome and time consuming.</p>

	<p><b>Motion:</b> The Tech Committee proposes to change the newsletter software to the Microsoft suite (Publisher) which will cost \$12 vs the current \$5.  <b>Action:</b> 11-0 for (unanimous). <b>Motion carried.</b></p> <p><b>Motion:</b> The Tech Committee proposes to eliminate hard copy mailing of the newsletter.  <b>Action:</b> 11-0 opposed (unanimous). <b>Motion fails.</b></p> <p><b>Motion:</b> The Tech Committee proposes to publish the newsletter quarterly. Rescinded by Director Lewia.</p>
<p><b>Tab 9 – Compliance Appeals (Director/President Majewski)</b></p>	<p>Appeals:</p> <ul style="list-style-type: none"> <li>• Kenneth Sitton, Failure to stop at a stop sign. <ul style="list-style-type: none"> <li>○ Director Hair moved to uphold Compliance Cmt decision.</li> <li>○ <b>Action:</b> 10 for, 1 abstain (Quirk). <b>Motion carried</b></li> </ul> </li> <li>• Thomas Hovermale, Speeding <ul style="list-style-type: none"> <li>○ Director Melcher moved to uphold Compliance Cmt decision.</li> <li>○ <b>Action:</b> 10 for; 1 opposed (Ryan). <b>Motion carried</b></li> </ul> </li> </ul>
<p><b>Tab 10 – Clubhouse Parking Site Plan Estimate (Director C. Melcher)</b></p>	<p><b>In Issue:</b> The Board should review the estimate for the revised site plan and decide about negotiating a lower estimate. The parking proposal and where to obtain the funding has already been approved by the Board</p> <p><b>Motion:</b> To have the GM go back to Greenway and negotiate a best and final.</p> <p><b>Action:</b> 10 for; 1 abstain (Ryan) <b>Motion carried.</b></p>
<p><b>Tab 11 – Clubhouse Parking CIP Request (Director Noble)</b></p>	<p><b>Issue:</b> Certain fund lines need be moved and/or have been completed.</p> <p><b>Motion:</b>. Effect Jan 1, 2022, move \$50K of undesignated funds to CIP for clubhouse parking implementation.  <b>Action:</b> 11-0 for (unanimous). <b>Motion carried.</b></p> <p><b>Motion:</b>. Motion to approve the CIP adjustments as listed in Recommendations:  The Finance Committee recommends transfer of funds effective January 1, 2022 Line 8010.07  – Remove \$5,000 from the CIP Fund and place in the Replacement Reserve Fund Line 8010.24  – Remove \$873.12 from this line item and add it to 8010.26 Marina Paving Unallocated interest</p>

	<p>– Remove the final amount at EOY 2021 and add it to 8010.26 Marina Paving.  <b>Action:</b> 11-0 for (unanimous). <b>Motion carried.</b></p>
<p><b>Tab 12 – Dog Park Pavilion (Director D. Melcher)</b></p>	<p><b>Issue:</b> An unused pavilion roof structure, previously located at the Southside bus stop, currently rests in the Country Club Park parking lot. A decision on the installation location needs to be made quickly, before any further damage is made to the structure and prior to the winter season setting in.</p> <p><b>Director Majewski motioned</b> to place the pavilion inside the dog park .</p> <p><b>Action:</b> 1 for (Majewski), 10 opposed <b>Motion failed.</b></p> <p><b>Motion:</b>. Accept the Building &amp; Grounds Committee recommendation to install the relocated pavilion structure outside of the fence next to the Dog Park. The General Manager, using undesignated funds, will direct the installation and completion of the pavilion relocation project not to exceed \$5K.</p> <p><b>Action:</b> 11-0 for (unanimous). <b>Motion carried.</b></p>
<p><b>Tab 13 – Marina Slip Assignments (Director Reedy)</b></p>	<p><b>Issue:</b> 2022 Marina Slip renewals associated with Lake Holiday Country Club’s (LHCC’s) new Marina Reconfiguration Project.</p> <p><b>Motion:</b>. Motion for 2 Board members (Directors Majewski and Reedy) and 2 Lake Committee members to work with the GM to develop a revised Slip Renewal Process (and publish) by providing the following information:</p> <ul style="list-style-type: none"> <li>• Dock/Slip layout drawing (request from Lakeside Docks) of the reconfigured marina. Format should be similar to the attached drawings provided by Lakeside during the quote process</li> <li>• Use the above drawing to reflect the locations/names of all current slip holders, boat type (Deep V, Pontoon, Bass Boat, etc.) and length</li> <li>• Number of boats 18’ or less in length (Review for possible interior/shoreline slip assignment)</li> <li>• Number of boats 19’-21’ in length</li> <li>• Number of boats 22’-24’ in length</li> <li>• Review the slips closest to gangways/shoreline cables for assignment of smallest boats and/or kayaks, canoes, etc. (Consider Slip Rental Cost Reduction)</li> <li>• Listing of Slip Renter Seniority (Number of consecutive years renting a slip)</li> </ul> <p><b>Action:</b> 11-0 for (unanimous). <b>Motion carried.</b></p>
<p><b>Clubhouse Great Room Improvements (Director D. Melcher)</b></p>	<p><b>Issue:</b> The Clubhouse interior is in need of a refresh. With the celebration of LHCC’s 50<sup>th</sup> Anniversary set to take place in May of 2022, it would be beneficial to have this work completed in time for the celebration.</p>

	<p><b>Motion:</b> The Board approve Building and Grounds put together an RFP for flooring and painting (previous quotes are now outdated).  <b>Action:</b> 11-0 (unanimous) <b>Motion carried.</b></p>
<p><b>December Board Meeting (Director Hair)</b></p>	<p><b>Motion:</b> Cancel December 22 Board regular meeting  <b>Action:</b> 11-0 for. <b>Motion carried.</b></p>
<p><b>Executive Session (Director Majewski)</b></p>	<p>The Board went into Executive session at 9:15p.m.</p>
<p><b>Personnel Benefit Matter (Director Majewski)</b></p>	<p><b>Action:</b> 11-0 for. <b>Motion carried.</b></p>
<p><b>Adjournment / Announcements</b></p>	<p>The December regular Board Meeting has been cancelled. The next Regular Board Meeting will be 25 Jan 2022, at 6:30 p.m. in the Clubhouse Great Room.</p> <p>Meeting adjourned at approximately 10:00pm.</p>

Respectfully Submitted,

Elizabeth Hair  
Board Secretary