

**Resolution of the Board of Directors
Lake Holiday Country Club, Inc.
Resolution #2011-03
Management Hiring Policy
May 24, 2011**

WHEREAS, Article IV of the Articles of Incorporation of the Lake Holiday Country Club, Inc. (LHCC) as amended on October 23, 1999 grants the powers and responsibilities to conduct the business and affairs of LHCC to the Board of Directors; and

WHEREAS, Article VII of the Bylaws of the Lake Holiday Country Club, Inc. (LHCC) as revised on July 28, 2008, grants the Board of Directors power to employ a manager and such other persons and agents as they deem necessary and prescribe their duties; and

WHEREAS, the Board wishes to provide for an efficient and effective process by which an open position of General Manager and/or Assistant General Manager is filled, while ensuring that present and qualified Lake Holiday employees are given due consideration for the open position(s); and

NOW, THEREFORE, BE IT RESOLVED, that on this date, May 24, 2011 the Lake Holiday Country Club, Inc. Board of Directors hereby establishes a Management Hiring Policy, as follows:

1. Applicability

This policy and process will apply to the recruitment and hiring of the Lake Holiday General Manager and/or Assistant General Manager. The filling of supervisory and non-supervisory positions within the organization will be the responsibility of the General Manager, in accordance with applicable sections of the Lake Holiday Country Club Employee Handbook and the Lake Holiday Country Club Policies and Procedures Manual.

2. Flexibility

This policy and process has intentionally been written to provide flexibility to the Board of Directors, as each management hiring scenario will present different situations, challenges and opportunities.

3. Commencement of Activities

The hiring process will begin upon the receipt of a resignation from the General Manager or Assistant General Manager, upon the issuance of a "Notice of Termination" by the Board to either individual, or if the Board has determined that the contract of either individual will not be renewed at the end of its term.

4. Recruiting Team

Normally, the Recruiting Team will, at a minimum, include the officers of the Board, namely, the President, Vice President, Secretary and Treasurer. It may also include other directors and/or members of the Association, as determined by discussion and vote of the Board. Note that in the recruitment of an Assistant General Manager, the General Manager will be a member of the Recruiting Team, unless there are specific and legitimate reasons not to do so. Once selected, the Recruiting Team is responsible for the hiring process, up to and including the presentation of finalists for the open position(s) to the full Board of Directors.

5. Position Description

The first task of the Recruiting Team is to review and revise, if necessary, the current position description. Consideration should be given to incorporating the impact of any changes in the organization and/or community that have occurred since hiring the previous individual. The Position Description to be utilized must be approved by the Board of Directors prior to the commencement of recruiting activities.

6. Scope of Search

The primary goal of the Board is to hire the best overall qualified individual for the position and the community. The Board will determine whether or whether not an external search for candidates will be conducted by the Recruiting Team.

Specific consideration of present Lake Holiday staff members is strongly encouraged for those who are deemed qualified candidates. Each employee shall be provided with a copy of the Position Description for the open position(s) by the Recruiting Team and polled as to whether he/she believes themselves qualified for the position and also wishes to be considered. If the answer is affirmative to both questions, the employee shall be encouraged to submit a resume and any other requested documents. If the answer is negative, the employee will be requested to provide a written statement that they do not wish to be considered for the open position(s).

If an external search is determined appropriate, several options should be examined and perhaps more than one chosen, including print advertising, networking with applicable associations, community-experienced legal firms, recruiters and other individuals or groups who may provide recommendations concerning qualified candidates. There shall be no mandated time period established for the search.

7. Candidate Attributes

While the position description will contain specific required experience, desired personal attributes and experience of individual candidates, for either position, should include:

- Management capabilities
- Integrity
- Initiative and drive
- Strategic view of community issues
- Association-based decision making capability
- Commitment to meet responsibilities
- Superior Customer Service
- Staff respect and development
- Computer literacy
- Property management experience
- Member interaction comfortableness
- Enforcement of covenants capability
- Financial expertise
- Interface with attorneys and litigation

8. Interviews

All candidates are to be interviewed individually, ideally by each member of the Recruiting Team. A common evaluation matrix should be developed, which is to be completed by each interviewer, then discussed and ranked by all members of the Recruiting Team.

In most instances, it is anticipated that there will be an initial interview, perhaps a second round, then for finalists, a final interview and/or a group meeting and discussion with each candidate by the Recruiting Team.

9. Recruiting Process Status Review

Periodic summarized information will be provided by the Recruiting Team to the full Board and membership during the recruiting process. However, no specific details and/or identities of candidates will be divulged or discussed until the Recruiting Team has presented its final recommendation(s) to the Board in Executive Session.

10. Employment Offer Approval

The General Manager and Assistant General Manager positions will be managed by written contractual terms and conditions that specify the time period and renewal options of the agreement, details of compensation, benefits, applicable

bonuses, long-term incentive arrangements, resignation/removal conditions, use of annual performance objectives and goals, etc.

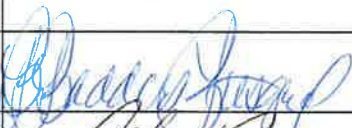


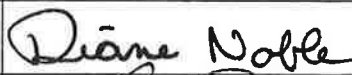
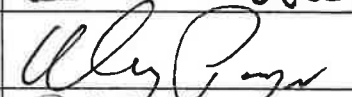
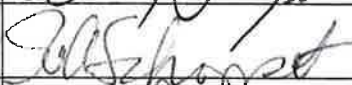
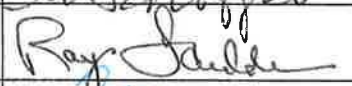

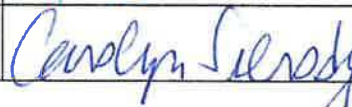
The President, as a member of the Recruiting Team, shall present all details of any proposed employment offer to the full Board in executive session, which must then be approved in open session, prior to extending an offer to any candidate.

-----END OF RESOLUTION TEXT-----

**SIGNATURE RECORD SHEET
LAKE HOLIDAY COUNTRY CLUB, INC.
BOARD OF DIRECTORS**

TITLE: Resolution 2011-03, Management Hiring Policy

APPROVAL DATE: MAY 24, 2011

Directors 2011	Signature *	Yes	No	Abstain	Absent
Brenda Badders Riesgraf		✓			
Dave Buermeyer		✓			
Ilse Jorgensen		✓			
Pat Majewski					✓
John McClurken					✓
Diane Noble		✓			
Wayne Poyer		✓			
Richard Schoppet		✓			
Ray Scudder		✓			
Pat Shields		✓			
Carolyn Sieradzki		✓			