

Island Park Village Association
Board meeting Minutes
July 22, 2016
Cooper Norman Conference room

Members present: Ryan Samples, Sandee Gilmore, Al Morrison, Tom Duncan and Gary Lewis.

Guests present: Beth Lange, Cooper Norman accountant, Bill Forsberg, association attorney

President Gary Lewis welcomed and thanked all for attending the meeting. Gary asked for changes to the agenda, none were asked for.

a. Employees

The board discussed employees, cost of living adjustments, reporting and workload. The board made adjustments to the 2017 budget.

b. Golf course Report.

Al Morrison presented a report of the golf course financial picture. Then went into a proposal he and Todd developed suggesting a different staffing arrangement for 2017. Todd and Al are recommending a Golf manager and an assistant Golf manger and one full time employee with a combined labor budget of \$36,500. (We budgeted \$42,000 for 2016 golf season and 3 full times and 1 part time employee) Following the discussion, Sandee moved to implement the proposed pro shop staffing into the 2017 budget. Tom seconds and it passed.

c. Weed and cabin repair notice.

Gary asked the Architectural committee to survey the resort to recommend which owners need to mow their lots and which need to fix up their properties. Both items are contained in the CC&R's section XV.

d. Clubhouse and committee requests.

Tom presented an updated request list that showed all items from the past were completed as requested by the Committee. The Board discussed the new items on the list and suggested moving some to the maintenance of the clubhouse and the other new items will be done as requested. The board discussed additional items from the 2014 structural report by Scott Spalding that were not on the Committee's latest requests. Board and members also feel the clubhouse is for members only.

There was discussion about the Clubhouse committee; the board feels the Clubhouse committee and all other committees are advisory to the Board. All communication comes to the board and the board then communicates with the members. As far as communication between the Board and the Clubhouse committee, it will flow through Tom. It was decided we will not use the services of James Joseph and Tom or Doug to inform James.

Following the discussion Al moves to spend up to 15k for maintenance items in the clubhouse. Tom seconds and it passes. Clubhouse Maintenance - exterior roof, roof structure beam repair and deck truss repair. Fire extinguisher exit signs, Ramp, would be covered in operating funds.

Ryan pointed out that there are two categories for spending we should consider on the Clubhouse; 1) Maintenance and Safety which we are required to do and 2) Enhancements which would require Membership approval.

e. 2017 Reserve/Replacement Spending.

Gary passed around a list of suggested items for 2017 replacement spending. The board moved several items to the operating budget. Several items were moved to other places in the budget, reducing the reserve/replacement spending to \$28k.

f. Water transfer to G&A.

Background – following the 2015 audit, the auditor feels the water company is more like a utility since we are providing water to Timbers condominiums. Thus, we are undercharging the water company for services and expenses which are paid for by IPVA. Since the April Board meeting, Sandee, Gary, Beth and Kevin Koplín developed a plan for transferring IPVA costs to the water company.

The plan is: The 2015 annual budget was \$330,000; the water budget was \$30k. All of the costs such as accounting, Insurance, equipment, taxes land in the G&A section of the budget, and the water budget represents 10% of the annual budget, we would transfer 10% of the annual G&A costs to the Water Company on a monthly schedule.

Following a short discussion, Ryan moves to accept the G&A transfer plan, make it retroactive to October 1, 2015. Tom seconds and it passes.

g. 2017 operating, reserve/replacement and water budget.

Beth presented the 2017 budget. She used the spending level of 2016 and 2015 as a guide. Members have the opportunity to review the numbers and make adjustments. Following adjustments, Al moves to approve the 2017 combined budget of \$354,893. Sandee seconds and it passes. Sandee and Beth to finalize before it's sent out.

h. Approval of April 27, 2016 board meeting minutes.

Al moves to approve the April 27, 2016 Board meeting minutes as presented. Tom seconds and it passes.

i. Jim Pahl demand letter.

April 6, 2016 the water line along two top road broke, considerable dirt and sand washed down under the snow and was deposited on Jim Pahl's lot. The issue is the restoration of the Pahl lot to its original condition prior to the water line break. Jim had the work done. Following considerable exchanges with our insurance company adjustors, we were sent a demand letter from Jim's attorney. We had until August 1 to reply.

Following a short discussion, Sandee moves to pay Jim Pahl \$6843. Al seconds and it passed. Tom opposed. The board asked Bill Forsberg to present the check to Jim Pahl's attorney and obtain a release.

j. Proposed Bylaw changes

Following a discussion, Tom moves to accept the draft bylaws pending the approval of the 2015 bylaw committee of section 3.5 and send the final copy of the bylaws to the members in the

annual meeting packet. Tom moves to accept the bylaws as drafted and send to the membership in the annual meeting. Al seconds and it passes.

k. Water rates.

As a side bar discussion of the water budget discussion developed and the outcome was, Al moves to increase the water rates to the China Grove restaurant to \$2000. Per year. Ryan seconds and it passes.

Respectfully submitted

Gary Lewis, President IPVA