

A meeting of the Board of Directors of the North Woods Association, Inc. was convened on Monday, June 19, 2017 at the Puckett residence and was called to order at 6:40 pm.

Directors present: Collin Farrell, Ken Docekal, Jon Puckett, Carrie Lewellen, Cindy Gaines, John Nicholson, and Mark Griffin.

Directors absent: Carol Ellingson. Jim West was unable to attend.

Approval of minutes

The minutes from the May 22, 2017 meeting were reviewed. John made a motion to approve the minutes as amended, Cindy seconded. Approved unanimously.

Presidents Report

- 1) Water System – The water system usage and cabin occupancy information was submitted to Olson Engineering. We submitted a new water sample to the State. The report is due June 30, 2017. The south well connection line has to be dug by hand. The area is 3' by 5'. Brian is digging and still hasn't found the problem. He will continue to dig on the north side. Frank Yela from the Fire District said the fire hydrants are not easy to see, and said we need to paint them yellow. He supplied the paint. This will be a priority after the well work is completed. Cindy will email the Board when the report is completed and submitted to the State.
- 2) Insurance – Collin discussed the NorthWoods insurance policy. Liability for officers and employees are included in the renewal. It also includes the docks however we need to provide the cost of the new docks. John will submit the information to the insurance agent tomorrow. Ken suggested to request that the insurance agent provide the information earlier, so there is time for the Board to gather the information needed. One question asked by the insurance questionnaire was do we have a sexual harassment policy? At this point we do not, but will need to create one in the future.
- 3) Docks – We are still missing the sections of the docks reported earlier. Jon doesn't think there is room for 2 boat slips across from the kayak launch with the addition of the safety ladder to the section. The docks shifted over, and so the area between there and the swim area is smaller. John and Jon will look at it this weekend. With the missing Ts, we will need to move 4 of the boats to the common slips. Next year when we have more marina funds, we will purchase new Ts. The ladder on the main dock and the other ladders were installed for safety reasons. We will post signs on the dock to inform people that the ladders are only there for safety reasons. We need to buy 10 cleats that will cost \$500 in total for additional tie downs on the new docks. The Board approved this expenditure. The Board discussed allowing fishing off of the docks where the T is missing. It was decided that fishing would be allowed only in this designated fishing area. This will require a change to the rules and regulations, which Mark will draft and bring to the Board for approval at the next Board meeting. We will test this for one year, and if this is something the community wants, we will look at adding another section of docks in the future for a fishing area.
- 4) Letter to members – Jon drafted a letter to members for the Board's review. There was discussion about adding additional items. Jon will revise the letter and send it to Carrie to email to the members prior to the 4th of July weekend.
- 5) Winter wildlife feeding – This topic was tabled until the November annual meeting.
- 6) 4th of July – Carrie reminded the Board that we will need to bring the check for the band on July 1st and they also have asked if we can provide 2 generators for them to use.
- 7) Building permits – Mark received a request from a cabin owner to build a cabin on a vacant lot. There was discussion about the role of the Board in reviewing these types of requests, because the lease has specific requirements concerning cabins. Mark asked why the Waterfront Recreation doesn't approve these requests. There was discussion, and it was noted that the Waterfront Recreation pays the NorthWoods \$8,000 per year, and turned some of these administrative functions over to the NorthWoods years ago. Leslie at Waterfront Recreation said they turned the review of these building approval requests over to

the NorthWoods, and the NorthWoods took over review that the request complies with the NorthWoods By-Laws.

- 8) Future events – The annual audit will occur sometime in July. Carol will coordinate dates with Cami. We also need to start working on the budget for 2018. Collin, Carrie, and Carol will meet to start reviewing the process. The annual meeting room needs to be reserved for November. Carrie will see what dates are available, and reserve the room. There was discussion about ensuring the Robert Rules of Order are followed at the next annual meeting. Collin asked about hiring a security guard to be on premise during the meeting. Jon said he would check into the cost of this.

Treasurer's Report

- 1) Carol was not able to attend the meeting. Collin and Carrie provided an overview based on reports Carol provided in advance. Carrie provided an overview of the bank account balances.
- 2) Accounts Receivable – There are still 2 cabins that have not paid their annual dues. Water will be shut off at cabins 15 and 29 until the dues are paid.
- 3) Accounts Payable – There was discussion – only normal expenditures occurred.

Other Business

- 1) Caretaker – Collin reported on behalf of Jim. Brian is reminding people to slow down and observe the 9 ½ mile an hour speed limit. They are continuing to work on the water system. On Memorial Day weekend we had over 150 cabins occupied. On normal weekends we have 50 – 60 cabin owners.
- 2) Log Boom – John reported that Chilton Logging had equipment breakdown – the transmission on the tug went out, and they are in the process of fixing it. As soon as they have it repaired, they will work on moving 12 boom logs back to the NorthWoods. Some of the boom logs are in really bad shape, and will need to have the ends cut off. We may need to buy some new logs. The boom logs will be an issue this summer. Dan Brady will work on fixing what he can. We are looking for cabin owners to help volunteer to help with this work. If they are interested, they can contact John or Collin. In the meantime, we ask people to be patient. There was discussion about the boom log by the swimming area, and the potential danger. After discussion, it was determined that Brian will move a cleat to move the boom log back.
- 3) Dog area – John said the dog area is too steep, and wondered if we should move the dog area to the right of the swim area. After discussion, it was decided to keep it the way it is, because many people use that area also.
- 4) Water Committee – Mark reported that he met with Colin Lewis cabin #14. At some point they will want to talk to PacifiCorp. They are interested in finding out why they only provide notice a week before they decide to drop the lake. There is a lack of transparency of why they do what they do. He said he will have more information at the next meeting. Mark asked who at PacifiCorp is the best person to discuss these issues with. John, Collin, and Ken said normally they have talked to Todd Olson.
- 5) Swim area – Mark said there is a lot of debris in the swim area. Collin reported that over Memorial Day weekend they took 6 loads of debris out. There was discussion that this is not the caretaker's responsibility to clean the common area. There is a wheelbarrow and rakes by the swim area, and residents are encouraged to help clean it up. With the boom logs not being fixed, this will be an issue all summer. There was discussion that there are higher priorities for the caretaker to work on, and will address the debris later.
- 6) Executive session – at the end of the regular session, the Board went into Executive session to discuss personnel matters.

The next meeting will be on July 10, 2017, at 7:00 pm, at the Farrell residence. The meeting was adjourned at 9:15 pm.

Written and submitted by,
Carrie Lewellen, Secretary