

A meeting of the Board of Directors of the North Woods Association, Inc. was convened on Monday, March 13, 2017 at the Collin residence and was called to order at 7:15 pm.

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

Directors absent: Ken Docekal, Carol Ellingson.

Approval of minutes

The minutes from the February 13, 2017 meeting were reviewed. Collin made a motion to approve the minutes, John seconded. Approved unanimously.

Presidents Report

- 1) Boat slips – the Board reviewed the layout of the boat slips. There was discussion about the common area boat slips, the personal water craft spots. Canoes and kayaks should be put in the common area boat slips specified for non-motorized. Jim provided some history about the marina. General Fund dollars were originally used for the marina, and provided 20 short-term use, non-leasable common area boat slips. Over the years, this has decreased to only 9 common area boat slips, due to more boat slips being leased. The Board discussed that we need to continue to keep the 9 common area boat slips because of the original money put in to the marina. Jon asked about the slips # 85 and # 38 that are designated personal water craft spots. After discussion, Carrie made a motion to open the #85 boat slip to lease. Jon seconded, Approved unanimously. In addition, # 38 will continue to be leased for jet skis/canoes, due to it being in a closed, difficult to maneuver area.
- 2) Shoreline Permit – John reviewed the email sent from Ken about the status of the permit. PacifiCorp requested additional information. They requested information already provided by the Corp of Engineers and the Dept of Natural Resources. John forwarded both emails received with the information. He expects to receive the permit anytime. Cindy received a call from a cabin owner about a clause in the Shoreline Permit and asked about the shoreline permit process for the cabins that have waterfront property. There was discussion about the original request received about the common area. Carrie will follow up with Ken to see if we can get a copy of the letter sent originally from PacifiCorp and will send Mark and Collin a copy.
- 3) Building permit – Cabin 109 requested approval to build a small tool shed. Mark approved it. There was discussion about the process if larger building requests are received. Jim said that we would only approve these, after the County has approved them and issued a building permit and the homeowner has provided a copy of the County permit to the Board.
- 4) Caretaker phone numbers– the caretaker phone numbers are for emergencies only. Jim's is posted on web site. If cabin owners need to reach a caretaker for non-emergency purposes, they should contact a Board member who will then relay the message to the caretakers.
- 5) Water system work – due to more snow falling, accessing the well to complete the final requirements of the WS repair is still impossible. It is starting to melt. Jim anticipates it will take another 2 weeks before he can get the area cleared.
- 6) Caretaker job descriptions – Collin reported he received one request from a cabin owner to review the job descriptions. The cabin owner questioned if there is concern about cabin owners requesting work from caretakers after hours. There was discussion, and Mark said he sees no problem with liability issues, because the caretakers do not have set hours. They can provide contractor services around their caretaker work schedule.

Treasurer's Report

- 1) Collin provided the outstanding AR balances of cabin members in Carol's absence. There are 18 cabin owners still delinquent. We will ask Carol to send out reminder notices again.
- 2) IRS letter – Andy Moyer is still working on the IRS question regarding the 2014 tax filing.
- 3) The 2016 taxes have been filed. Andy Moyer completed the returns again this year.

Other Business

- 1) Documenting processes – Collin stated that we need to start documenting the caretaker processes in the next month or two. He also said he needs to work with Mark and finalize Jim's employment agreement amendment, due to his reduced hours.
- 2) Slide on SR 503 – there was a large slide on 503 near Speelyai. It is uncertain how long it will take to clear.
- 3) Roads within the NorthWoods – The roads need a lot of work. We may need to bring a grader in to improve the conditions. Jim will look into the cost of this.
- 4) Water levels committee – Mark reported that he is coordinating with Zach. They have met, discussed the usage of the Parks versus the boat slips at all of the lakes. They are tracking water flows.

The next meeting will be on April 17, 2017, at 6:30 pm, at the Puckett residence in Portland.

The meeting was adjourned at 8:30 pm.

Written and submitted by,
Carrie Lewellen
Secretary