

REGULAR BOARD MEETING MINUTES

Date: April 13, 2022

Location: Leisure Time RV Park

514 Sawyer St. (P.O. Box 1510)

Cascade, ID 83611

Call to Order: 11:00a.m. By: Ron Brown, Vice President

Roll Call: Ron Brown, Tracy Leinen (Zoom), Mary Wilkinson, Kenny Remior

Quorum Established

FIRST ORDER OF BUSINESS: Board Meeting Minutes for March 22, 2022

Motion: Mary Wilkinson 2nd: Tracy Leinen “Shall Board approve Board Meeting minutes as written for March 22, 2022?” Discussion: None Call for Vote: Approve Decision: Unanimous

OFFICER REPORTS

Treasurer: Tracy Leinen

General Fund Checking Account:	\$ 17,613.12
General Fund Reserve Account:	\$ 167,253.94
Reserve Account:	\$ 30,371.23
Debit Card Account:	\$ 388.18
Activities Debit Card Account:	\$ 1,795.90

Aging Report Balance: To Date

\$ 5200 (Unpaid dues)

\$ 80 (Unpaid Late Fees Outstanding)

\$ --0--(Liens)

Motion: Mary Wilkinson 2nd: Kenny Remior “Shall Board approve Financial Report as presented?” Discussion: None Call for Vote: 3 Approved Decision: Unanimous

Storage Lot Report: Tracy Leinen

- Available spaces: 8 (Three-four interested—first come first served)

OLD BUSINESS

Pool Room Project:

Tracy Leinen :

Excerpt Mar. 22, 2022 approved minutes: Motion: ***“Shall Board approve of replacing windows & doors in the pool room to meet security expectations and building permit requirements, utilizing volunteer labor whenever possible, using the new windows and doors in possession of LTRVP, extending the pool room re-open date to May 1, 2022 to allow completion of the construction and earmarking any dollar donations made to the project for that purpose only?”*** Motion approved unanimously.

Ron Brown advises we are awaiting masonry contractor commitment. Sliders have been removed in preparation of windows installment but building is secure. Cement blocks await install. A-Core Concrete will cut headers (1 day), masonry work (3-4 days) & cure time (3-4 days). The heat is off in pool and pool room.

Tracy Leinen advises we are on tract with the project. She is not sure if there will be more volunteer labor. We have \$1600 in donations to date.

Motion: Mary Wilkinson 2nd: Kenny Remior “Shall Board authorize a second notification donation request?” Discussion: None Call for Vote: 3 Approve Decision: Unanimous

Ron Brown:

Disposal of old sliding doors is necessary.

Motion: Mary Wilkinson 2nd: Kenny Remior “Shall Board allow disposal of sliding doors, avoiding dump fee expense, by donating to a person to haul off?”

Discussion: None Call for Vote: 3 Decision: Unanimous

NEW BUSINESS

Communication Committee: Mary Wilkinson

On April 1, 2022 Communication Committee Chair, Cindy Gillett submitted her resignation from committee. Angela Hostetler has agreed to assume the Website & Notification responsibilities. She and Cindy will meet to familiarize Angela with the process. When Cindi is comfortable with Angela’s understanding of the

program she will turn over the responsibility to her. It is necessary to appoint Angela to the committee.

Motion: Mary Wilkinson 2nd: Tracy Leinen “Shall the Board accept Cindy Gillett resignation from Communications Committee, appoint Angela Hostetler to that position, understanding the effective date of resignation will be determined by Angela’s attained familiarity with the program and also appoint Tracy Leinen & Mary Wilkinson, to be Board committee sponsors?” Discussion: Question/Who is in charge of committee/response Cindy. Call for Vote: 3 Approve Decision: Unanimous

Vacancy/Resignation: Ron Brown

On April 7, 2022 the Board received an email/written resignation from Board President, Carla Fewkes, effective immediately. This meeting shall address any motions necessary that apply to that resignation.

- 1) **Motion:** Tracy Leinen 2nd: Mary Wilkinson “Shall the Board accept the resignation of Carla Fewkes as Director/President of the Leisure Time RV Park Homeowners Association Board of Directors, notify her of this acceptance, request return of LTRVP keys & any notebooks received and that she remove her Board member access to the Leisure Time Email accounts?” Discussion: Tracy did reach out to Carla but appears she has other things to do. Call for Vote: 3 Approve Decision: Unanimous
- 2) **Motion:** Mary Wilkinson 2nd: Kenny Remior “Shall the Board authorize all necessary notifications be made to State of Idaho and Financial Institutions regarding resignation & replacement of any Board members?” Discussion: Ron Brown inquires if bookkeeper does Idaho reports? Advised yes. Mary Wilkinson advises that she notifies bank of changes necessary to accounts. Call for Vote: 3 Approve Decision: Unanimous
- 3) As Per Bylaw 3.5 the Board is required to fill the resigned President position.
Motion: Mary Wilkinson 2nd: Tracy Leinen “Shall the Board appoint Ron Brown (currently Vice President) as President of Leisure Time RV Park Homeowners Association Board of Directors? Discussion: President position to be held through July 2022. Call for Vote: 3 Approve Decision: Unanimous
- 4) **Motion:** Mary Wilkinson 2nd: Kenny Remior “Shall the Board authorize Communications Committee to post, make web page changes & email

notification of the resignation of Carla Fewkes as Board President and of appointment of Ron Brown to fill that position?" Discussion: Tracy will contact Communications/Cindy Gillett to compose this notification: Call for Vote: 3 Approve Decision: Unanimous

- 5) **Motion:** Tracy Leinen 2nd: Kenny Remior "Shall the Board follow Bylaw 3.5 requirement which indicates they must appoint an association member to fill the vacancy created by a resignation, advise that appointee that the director position expires Aug. 1, 2022 but that they (he or she) may be nominated and placed on the ballot for the Annual Meeting Election July 16, 2022?" Discussion: None Call for Vote: 3 Approve Decision: Unanimous

Tracy Leinen advises that she had reached out to Brad Baumberger prior to Carla Fewkes resignation. She advised him there would be a term expiration/Board opening on the ballot at July Annual Meeting Election. She would like to reach out to him now to see if he is interested in this appointed position through July 2022. Board supports her making the contact.

Any Questions:

- 1) Does trash/dumpster area camera work? Ron Brown advises yes. Owner is concerned about illegal garbage disposed of in dumpsters. Board will re-emphasize dumpster rules in future meetings. Dumpster count will increase before Memorial Weekend.
- 2) Will there be a management company? Board explains after Riverside Mgt. contract was not renewed they did acquire a new company but felt the company did not meet expectations. Tracy Leinen/Treasurer & Mary Wilkinson/Secretary assumed responsibility of receiving, tracking, recording and depositing any funds received. Other functions of a management company have been absorbed by the Board. Management fees of \$18,000-\$25,000 eliminated with expense now being \$300 monthly accounting fee plus tax preparation & forms. Lien processing will be conducted by Treasurer Tracy Leinen, eliminating another expense.

Request made to adjourn: Mary Wilkinson 2nd Tracy Leinen

Adjournment: 11:42 a.m. By: Ron Brown, President