

REGULAR BOARD MEETING MINUTES

Date: October 8, 2022 **Time:** 10:00am

Location: Leisure Time RV Park Pavilion 514 Sawyer St. Cascade, ID 83611

Call to Order: 10:07 am By: Brad Baumberger, President

Roll Call: Brad Baumberger, Kay Panter, Tracy Leinen, Mary Wilkinson, Paul Davis

Quorum Established

FIRST ORDER OF BUSINESS: Request for Board Meeting Minutes & Executive Session Minutes approval for Sept. 10, 2022

Motion: Tracy Leinen 2nd: Kay Panter "I motion the Board approve the Board Meeting Minutes & Executive Session Minutes as written & reviewed, for Sept. 10 2022?" Discussion: None Call for Vote: 4 Approved Decision: Unanimous

PRESIDENT'S REPORT: Brad Baumberger

- 1) Advised attendees that any owner comments are to be after adjournment of the meeting. Board members will be glad to discuss any issues with owners at that time.
- 2) Introduction of Board Members/Each member spoke briefly

Brad Baumberger/President: Currently Superintendent of Schools 2022-23 school year, Payette, ID. He will be full-time Leisure Time resident at end of the school year.

Kay Panter/Vice President/Liaison to the City: Kay has been in park 7-8 years. He retired 4 years ago from manufacturing business for Western Trailers. He has a lot to offer. He can do research that is needed by the Board.

Tracy Leinen/Treasurer/Employee's Liaison: Tracy is Treasurer on the Board. Is now a full-time resident in the park.

Mary Wilkinson/Secretary: Mary was on the Board 2014-2015 as well as past 2 years. Currently has the Leisure Time office set up in her park model. She is a full-time resident.

Paul Davis/Director: Paul has operated his own business for 40 years. Is currently still working in the construction field building decks. He is new owner in the park and here part-time.

TREASURER'S REPORT: Tracy Leinen

General Fund Checking	\$	6,875.39
General Reserve Account	\$	99,673.39
Reserve Account	\$	30,374.28
Debit Card Account	\$	427.08
Activities Debit Card Account	\$	1,402.83

Aging Report:

\$ 100.00	Unpaid Dues
\$ 44.50	Unpaid Late Fees
\$ ---0---	Liens at this time

Motion: Mary Wilkinson 2nd: Kay Panter "Shall the Board approve the Financial Report as presented?" Discussion: None Call for Vote: 4 Approve Decision: Unanimous

STORAGE LOT REPORT: Tracy Leinen

Total Spaces: 98 Available Spaces: ---0--- Waiting List: 3

Openings become available as a property sells. A storage space is not included in a sale.

OLD BUSINESS

- 1) **Update on Weed & Maintenance Notifications:** Tracy Leinen
Four (4) owners are in non-compliance. Legal action under consideration.
- 2) **Update Street Lighting:** Tracy Leinen
It is necessary to work with Tri-State Electric for installation of 3 additional street lights and adjust the dim controls on others. Three calls have been made. We are awaiting their response.
- 3) **Update Pool Project:** Tracy Leinen
The cement work still needs doing outside of the pool room emergency exit doors. Also the light at the emergency exit needs installation. Tracy thanked Don Buckmaster for re-caulking the windows in the pool room. Humidity had effected the original caulk seal.

NEW BUSINESS

- 1) **Establish 2023 Board & Annual Meeting Dates:** Brad Baumberger

The Board is required to establish a minimum of 6 Board meeting dates annually, per the park Bylaws. The Board members have reviewed the suggestions and have found them compatible with their schedules. An August 1st date is on a Tuesday, but business conducted would only be appointing new Board officers and signing required legal documents. It will not be a Zoom meeting.

Motion: Mary Wilkinson 2nd: Kay Panter "Shall the Board approve the Board Meeting schedule for 2023 as reviewed, establishing May 6th, June 10, August 1st, August 12th, September 9th, October 14th as 2023 Board Meeting dates and establish the Annual Meeting date to be July 15, 2023?" Discussion: None Call for Vote: 4 Approve Decision: Unanimous

- 2) **Park Model Installation Protocol Notice:** Kay Panter

A notice was emailed to owners. It provided the protocol needed for establishing a park model in Leisure Time. It's a guideline. FEMA elevation requirements must be met.

Motion: Mary Wilkinson 2nd: Kay Panter "Shall the Board rescind the Park Model Moratorium that was approved December 5, 2020, and provide owners, as they request, the current process/contacts information they will need for any park model installation?" Discussion: None Call for Vote: 4 Approve Decision: Unanimous

- 3) **Records Update Form:** Mary Wilkinson

Notify Board a new Records Update Form will be included in the Annual Dues Notification which will incorporate year change and any needed details. New form must be completed by owners each new year and returned with dues payment.

- 4) **Annual Dues Notice:** Tracy Leinen

Dues notices and attachments will be emailed late December for the coming year. It will allow quicker payments to be mailed to the HOA. There will be no "lost mail". If an owner that is on our email list desires a hard copy be mailed to them, they must contact the Board by email: leisuretimervparkboard@gmail.com Those owners that have not provided email addresses will

still be sent the Annual Dues Notice & attachments via regular mail. Emailing will save the park considerable postage expense.

5) **Re-Affirm Budget Committee:** Brad Baumberger

The President, Brad Baumberger requests re-affirmation of the Budget Committee

Motion: Mary Wilkinson 2nd: Paul Davis “I motion the Board re-affirm Tracy Leinen & Mary Wilkinson as the Budget Committee and for them to present a proposed 2023 Budget to the Board for consideration.” Discussion: None Call for vote: 4 Approve Decision: Unanimous

6) **T-Vault for Septic System:** Tracy Leinen

The upper lift station area has a T-vault plastic container where sewer lines from lower & upper stations tie in together before traveling to city sewer lines. This connecting “T” needs to be insulated in the near future.

7) **Common Area Rules & Regulations:** Mary Wilkinson

Mary advises the Board that we will need to review the Common Area Rules and Regulations and update as needed. She will send the Board a draft for their input.

8) **Temporary Dog Fences:** Kay Panter

Temporary metal dog fences are only allowed while property is occupied. Please remove when you are gone for the season or for any length of time , especially for winter when snow damage might occur.

9) **Bear Report:** Paul Davis

Bear scat was found in the park and reported to the Board a few weeks ago. We called Fish & Game. If a bear becomes a nuisance or destroys property we are to contact them again. We have not received any further owner reports or sightings. The recent forest fires might explain the presence of the bear(s).

ADDITIONAL New Board Business Not On Agenda:

10) **Temporary Snow Covers:** Kay Panter

Owners have requested the ability to have winter snow protection for ATV's etc. Temporary free-standing, tied down covers could be considered. Also, the shade, gazebo type structures used in summer might be a consideration for this type of use. Attached snow roofs to RV's has also been in question. I offer the following motion for the Board to consider.

Motion: Kay Panter 2nd: Paul Davis “I motion that the Board approve temporary free-standing, tied down covers and approve shade/gazebo type structures be allowed use for ATV's, UTV's, snow mobiles & golf carts winter weather protection, stipulating they may not be used for any other motorized or electric vehicles and that trailers, fifth wheels & motorhomes may only have temporary snow covers, all of which must only be used for this purpose Oct. 15th–April 15th acknowledging that new affixed roofs to trailers, fifth wheels & motorhomes will not be permitted.” Discussion: Be responsible, Be appropriate. Call for Vote: 4 Approve Decision: Unanimous

11) **Employee Notification:** Brad Baumberger

Board would like to advise park owners that Don & Ardyce Buckmaster, our summer workers, last day was Oct. 2nd. We thank them for being part of the Leisure Time crew this year and welcome them as new lot owners in the park.

The Board has approved hiring (in Executive Session) a Winter/Summer Worker employee that will perform duties as needed. An Employment Offer process will follow.

THANK-YOU's

Brad Baumberger thanks Gordon & Cinda Turnquist for donating an auxiliary microphone that will do a better job of picking up the sound for Zoom meetings. An IT person will be needed to see that it is up & running properly.

Tracy Leinen thanks Kenny Remior for volunteering to help with winterizing the irrigation system. Draining, storing, and labeling & coiling hoses for storage is complete along with timers & sprinklers. Blowout has been completed.

Activities Committee:

Jan Misch/Activities Committee informed Board (LTRV pool closes Nov. 1st) that the City Pool will be open for business on Monday, Oct. 10th. Also advised attendees that many senior medical plans offer free memberships to this facility.

ADJOURNMENT:

Motion: Mary Wilkinson 2nd: Tracy Leinen "I motion meeting be adjourned." Call for Vote: 4 Approve

Adjourned: 10:40am By: Brad Baumberger, President