

Unapproved
Sherwood Forest Owners' Association
Board of Directors Meeting
September 19, 2009

Call to Order: 10:00 am, Big London

Roll Call:

Present: Denise Thielges, Sue Swenson, LeRoy Ernst, Tom Brown, Todd Johnson, Terry Ness, Mark Johanek, Ricky Habisch, Dennis Bresnahan, Mark Duren

Absent: Karen Gillispie

Review of Agenda:

Motion to accept the agenda made by Tom Brown and seconded by Mark Duren.

Vote: Yes – Unanimous

Motion Carried

Other business:

B1-16 Mary Alice

Trouble with smell in water all summer – requests that something be done by next year.
Maintenance response – will be talking to well person to discuss chemicals.

Nina Sue Barker

D2-23, 25,27 & 29

Toilet paper not being replaced in bathrooms. Swimming pool water green and cloudy.
Maintenance Response – Has already discussed toilet paper in bathroom with cleaning crew. Pool testing done every morning and chemically treated. Reminder to shower before entering pool.

Dick Lonn

L6-7 & 8

Do we have a building or permit inspector to go over construction plans, then follows through during process and checks completed project?

Response – Maintenance checks dimensions initially. Agrees that maintenance will try to step up process. Denny Bresnahan will work with Maintenance to develop a check list – Dick Lon volunteered to work with Maintenance on this project. Fine amount should be listed on permit.

Warren Fisher

L4 1 & 2

Propose that Land and Lake Real Estate Company work with Sherwood Forest to close all properties in foreclose. Land and Lake normally charges 8% but would charge 6% and that would include purchase agreements through closing.

Response – board will take proposal into consideration and let him know.

Review of the Minutes:

Motion to accept the minutes of August 15, 2009 made by Mark Duren and seconded by Todd Johnson

Vote: Yes – Unanimous
Motion carried

Treasurers report – George Poehlman (See report)

Balance Sheet – shows we are in excellent financial position with \$259,000 cash in bank, and \$124,000 in receivables. \$98,000 receivable is from current year assessments, \$40,000 of that is due October 1st. \$30,000 is past due from previous years. Accounts receivable has been cut in half since last year. Balance of \$412,638 remains on construction loan, \$25,000 principal payment was paid in May, another principal payment with interest due Oct 1.

Income statement – year to date budget for operating fund on plan. Planned profit of \$271,748- actual is \$271,728 (off by \$20) through August. Good job of controlling expenses. \$7,600 over on electricity, we estimated a 4% increase, actually more than that. We have no real control over electricity. \$6,400 profit in kitchen, \$6,000 profit in propane and \$3800 in store.

Fieldwork for audit March 2009 done. Auditors have done expanded testing and uncovered 1 real error so far. Auditors discussed Policy for allowance for bad debt – we don't have a lot of debt exposure. Auditors have developed new accounting policy for bad debt with the recommendation that lot owner be up to date on assessments before any building permit granted.

Discussion regarding electricity and how to proceed in future - will try to layout in amendment form.

Motion to accept the treasurer's report made by Sue Swenson and seconded by Ricky Habisch

Vote: Yes – Unanimous
Motion Carried.

Managers Report: Rose Hendrickson (See Report)

Motion to approve manager's report was made by Tom Brown and seconded by Terry Ness

A **motion** was made by Tom Brown to sell the ATM machine seconded by Todd Johnson

Vote: Yes – Unanimous
Motion carried

Board should look at collecting additional administrative fees besides the 8% late fee because of that time, postage that goes into collecting unpaid balances.

Vote to approve Manager's report

Vote: Yes – Unanimous

Motion carried

Maintenance Report – Sheldon Woods.

Moving forward on repair of comfort stations. Maintenance plans to use rebuild kits for every toilet in the park – cost is \$10 per toilet and we have 54 toilets in the park.

New fans will be installed

Nottingham remodel will cost \$2,000 both sides. Showers and bathroom stalls will be gutted. West & East Canterbury next.

It was noted that the floors in the bathrooms in the clubhouse are very slippery. Rose will look at mats for clubhouse bathrooms.

Pricing blade for front of tractor; we have to go with an after market plow at approximately \$4,500. 2-3 weeks delivery. Mark Duren will assist Maintenance in looking for a truck.

Motion to accept Maintenance report made by Tom Brown and seconded by Sue Swenson

Vote: Yes – Unanimous

Motion Carried

A *motion* was made by Tom Brown to use money from capital fund to purchase a new truck and Todd seconded.

Vote: Yes – Unanimous

Motion carried.

Mr. Poehlman suggested combining the remainder of this year's capital fund money along with money budgeted for next year to allow for a better solution.

Sheldon Woods and Mark Duren will present finds of their research to the board at the next meeting.

Committee Assignments

Rules – Chair -Mark Duren, Committee -Tom Brown, Denny Bresnahan, Karen Gillispie and Terry Ness – Working on new rules, close to finalizing. Board is reviewing at the end of this meeting.

Long range/building and grounds – Chair - Todd Johnson, Committee - Karen Gillispie, Curt Krone, Denny Bresnahan, Rick Habish and Terry Ness – 3 Proposals for pool situation included in packet. Recommends Palmer Pools to get pool back into new

shape. Price includes demolition, concrete, kiddie pool and hot tub. Can be started this year and be completed by next summer. Mr. Poehlman will meet with the bank to discuss possible financing.

D1-48 & 49 - lot owner requested and received a permit to cut down one tree on common ground. Lot owner cut down numerous trees on common ground, and fire pit is placed on common ground.

Lot owner was present at meeting and responded that they were new to Sherwood Forest and did not know they were not allowed to cut down dead trees on common ground. They also responded that they should be allowed to keep the fire pit where it is because they purchased the property that way.

Randy Pastorius has agreed to head up a welcome committee and to develop a check list of rules that will be given to new lot owners.

A ***motion*** was made by Mark Duren to issue a warning in this instance because the Rules Committee has developed new rules that will cover this issue and that the lot owners are required to move fire ring onto their property or pay rent for common ground seconded by Todd Johnson.

Vote:

Yes – LeRoy Ernst, Terry Ness, Mark Duren, Todd Johnson, Mark Johaneck and Denise Thielges

No - Tom Brown & Karen Gillespie by proxy

Abstain – Denny Bresnahan, Rick Habish & Sue Swenson

Motion carries

Activities – Chair - Sue Swenson, Committee – Denise Thielges. – 350 kids for trick or trick, 120 lot owners passed out candy. Kids judged this year. Oktoberfest next weekend.

Security – Chair – LeRoy Ernst, Committee – Karen Gillespie, Rick Habish & Harold – Security is getting harassed by kids and parents. Jim will be retiring from security.

Suggests hiring security for big weekends, volunteers for other weekends.

Town Rep – Chair – Sue Swenson, Karen Gillespie – no meeting

Nominations – Chair – Denise Thielges – 1 person nominated, 2 more verbally committed.

New Business:

N6-08 – No letter sent because construction has been started again.

Sherwood Forest's computers need to be updated. The cost to purchase 3 new towers will be approximately \$500 each plus some software.

A ***motion*** was made by Tom Brown to allow Park Manager to update the office computers and to buy 3 towers, seconded by Mark Duren.

Vote: Yes – Unanimous

Motion Carried

Volunteer club would like permission from Sherwood Forest to build a 24x27 garage for storage. Rent property for a small consideration - \$1 per year. Rental agreement will be written in such a way that they hold Sherwood Forest association harmless and the volunteer club will insure the building.

A ***motion*** was made by Tom Brown to allow the volunteer club to build a storage garage near the maintenance shed for their use; the volunteer club will sign a rental agreement with Sherwood Forest with the inclusion that Sherwood is not responsible for insuring the property, seconded by Todd Johnson.

Vote: Yes
Unanimous
Motion carried

Old Business

Prior Park Manager's next court date is Oct 26 at 1pm – she will enter a plea. At last court appearance the charges were read, she was booked and the case was continued until Oct. 26. She cannot leave Minnesota and is not allowed contact with Sherwood owners. Charged with 3 different felonies.

Other business:

D403 Cathy Duffney

12 -13 year old golf cart drivers are not the problem; it's the older kids. Approached 14-year-old driver about not having tag. Suggested fining parents for problems.

Dick Lonn

L6 7& 8

Complimented board on what has been accomplished at this meeting today.

Board member, Ricky Habisch has taken on the writing the grant for the federal funding. He will not be available next year to participate in any committees.

Motion to adjourn the meeting was made by Tom Brown and seconded by Terry Ness.

Vote: Yes – Unanimous
Motion Carried

Meeting Adjourned: 1pm
Respectfully submitted,

Dawn Lundquist, Secretary