

Lake Forest Resort & Club Condominium Association
Board of Director's Meeting
December 7, 2019

Dan Krueger called the meeting to order at 8:57am. No visitors were present. In attendance were Board Members Dan Krueger, Dennis Breidenbach, Curt Knapp, Laurie McWard, Tim Mikel, Michael Schultz, Renee Backus and Resort Manager Sue Couture. Dan noted that the requirements for a quorum were met. Once this was established, Laurie moved that the agenda be approved, with Tim seconding, and the agenda was approved.

Secretary's Report

The minutes from the September 21, 2019 board meeting were reviewed. Laurie made a motion to approve with Tim seconding. They were approved.

Three letters of correspondence were read from owners.

President's Report

- In preparing for the annual meeting:
 - The board reviewed completed projects, budget, and other details.
 - Dennis was appointed as parliamentarian for the annual meeting
 - The board completed ballots for association owned weeks.
 - Annual meeting procedures were reviewed and a modification was made regarding the fact that the ballots had already been received and counted, therefore we are not asking for nominations from the floor.

Resort Manager Report

- Sue reported that rental commissions greatly exceeded projections.

Asset Replacement

- Asset replacement budget revision: ARF will receive \$25,000 instead of the budgeted \$50,000 for 2020 because we were able to add an additional \$25,000 from positive cash flow in 2019. This allowed us to reduce maintenance fees for 2020.

Personnel and Policy

- Laurie pointed out that we are suffering from the same labor shortages that other businesses in the Northwoods are experiencing.

Treasurer's Report

- Bank Balances as of October 31, 2019
 - Operating Checking - \$54,782.26
 - Rental Trust Checking - \$53,976.37
 - Asset Checking - \$1,094.97
 - Prepaid Maintenance Fees - \$44,774.77
 - Asset Reserve Fund - \$15,696.48
 - Operating Money Market - \$76,501.47
- The current budget status through October 2019 was reviewed.
- The proposed budget for 2020 was reviewed and will be presented at the annual meeting.
- The check register was reviewed and the approval form was signed.
- Travel vouchers for the annual meeting were completed and submitted.

Other Business to Come Before the Board

Discussion ensued regarding a question from last year's annual meeting: "Is the Association able to donate weeks (ownership) to church raffles?" It was decided that we can't force people into ownership.

Discussion ensued regarding a question from last year's annual meeting: "Could a program be started that would allow owners to pay their maintenance fee a year or two ahead for a reduced fee?" It's not fiscally feasible or in the best interests of the association.

Discussion ensued regarding 2020 being planned to be the final year of accelerating the payment for bigger cost items. Appliances and furniture and bathrooms are mostly complete. Blacktopping is complete. The retaining wall is complete. Still to do are staining of two buildings. Dennis asked for clarification on the reserve fund. The asset reserve fund in Dennis's recollection was that the fund needs to be built up. Tim pointed out that the asset reserve fund can't be used for any eventual repurposing costs, and can only be used to replace assets as needed with any overage distributed to the owners at the time of repurposing. Repurposing costs can only be funded by the operating budget, or an assessment when needed. State law is that you can't sock money away for repurposing.

Tim pointed out that we need to project over the next 3-4 years what our needs will be as far as asset replacement to make sure that the fund is adequately funded without accumulating too much in it.

Discussion ensued regarding the establishment of committees and the identification of prospective committee members, with the possibility that these owners could potentially make good candidates for future board positions.

Laurie thanked Renee Backus for stepping up to fill the vacant board position for the past year.

Dan reviewed the past few months with the shortfall of employees and Sue/Mary Jo/Al stepping up to fill the vacancy in staffing. Jenni from Treehouse Village has agreed to help out short term in the front office.

A motion was made at 11:04 AM to suspend the meeting until after the annual meeting.

Dan Krueger reconvened the meeting to order at 3:33 pm. Present were Dan Krueger, Tim Mikel, George Swierczynski, Laurie McWard, Dennis Breidenbach, Curt Knapp, and Michael Schultz.

The board reviewed the annual meeting, which was very positive with good questions, thoughts and ideas coming from owners. The electronic attendance option was very well received, with 25 owners participating.

The board verified the results of the election for board members. The election results were reviewed and verified. Tim and Laurie were reelected. George Swierczynski was elected to a first term.

Dennis was reelected treasurer. Michael was reelected secretary. Tim was reelected vice president. Dan was reelected president. Dennis moved to accept the slate, Curt seconded, and the motion passed unanimously.

President - Dan Krueger
Vice President – Tim Mikel
Secretary – Michael Schultz
Treasurer - Dennis Breidenbach

Committees were also established:
Finance Committee

Dennis Breidenbach (Chair) and George Swierczynski

Asset Committee

Tim Mikel (Chair) and Michael Schultz

Personnel and Policy

Laurie McWard (Chair) and Curt Knapp

Board Meetings for 2020

April 30 and May 1

September 17 and 18

December 5

With no other business, Michael moved to adjourn with Laurie seconding. The motion passed unanimously and the meeting was adjourned at 3:49 pm.

Approved 4.30.20