

**Lake Forest Resort & Club Condominium Association  
Board of Directors Meeting  
May 2, 2024**

**Call to Order, Establishment of Quorum, and Adoption of Agenda**

Dan Krueger called the meeting to order at 9:02 am. Present were Dan Krueger, Tim Mikel, Laurie McWard, Mike Ebben, Ross Radandt, Jay Walt, George Swierczynski and Sue Couture. After a quorum was established, Jay moved to approve the agenda, with Tim seconding, and the motion passed unanimously. Dan noted that no visitors were in attendance.

**Secretary's Report**

The minutes from the December 2023 board meeting were reviewed. A clarification was added to the minutes indicating three board members who are participating with the owner's group in purchasing the LFR property have been excluded from all board communications associated with the sale of the resort. Jay moved to approve the minutes, with Ross seconding. The motion passed unanimously.

There was no other business to report.

**President's Report**

A second 'Owner's Update' on the LFR property sale was discussed at length and we hope to have that mailed out in early June.

**Resort Manager's Report**

Due to the lack of snow and the snowmobile trails never opening, our winter rentals were unfortunately down 50%. We did, however, pick up several hockey groups over weekends when tournaments were going on at the dome.

We have ordered commemorative refrigerator magnets for owners – to be distributed as they check out this year.

To eliminate the risk of Guest Books disappearing from the condos, they have been removed. We are going to get them scanned and make digital copies available for free and printed copies can be purchased. More information will be going out on this as the year progresses.

We also hope to report later this year on whether the new Owner Group who is purchasing the property will be offering short-term rentals.

**Asset Replacement Committee Report**

There were no carry over projects from 2023 and there are no specific projects planned for 2024.

We do have a fully funded budget for 2024 of \$65,000 for replacements, but there are no investments in physical assets planned for the resort in 2024.

The only assets that will be repaired or replaced are things that break or need repair, safety related items and any other items required to maintain the vacation value for the owners.

While we do not anticipate any major repairs or projects, there are potential risk areas that we will continue to monitor.

There was no other business to report.

**Personnel and Policy Committee Report**

Housekeeping – At this time, staff are stable and they have all agreed to stay on through the end of operations.

Maintenance – John has returned part-time after medical leave and an additional person has been hired for part-time groundskeeping for the Spring/Summer. John has agreed to stay on through the end of operations.

Office – Angela continues to work part-time and has agreed to stay on through the end of operations.

There were no new policy / procedure changes.

## **Finance**

Reviewed the 1<sup>st</sup> quarter Profit & Loss Performance. When factoring in uncollected fees for Association Owned weeks, we are somewhat above budget on income. Maintenance fee collections are a bit ahead of budget. Rental income is well below due to lack of snow this winter. Expenses were under budget through 1<sup>st</sup> quarter due in large part to less wages, cleaning, and contracted services. Lack of snow, and therefore occupied units, was the primary reason. Overall, this results in a good financial position for the first quarter.

Also reviewed the Cash flow for the first quarter. We are in a strong cash position for 2024 due to fewer deedbacks/delinquencies than anticipated as well as lower than expected expenses. If this trend continues, we may have some additional cash available at year end that can be applied to shutdown expenses or added to proceeds for owners when a sale closes.

Operating checking account register reviewed and approved for January, February, and March 2024.

The following are the bank balances for the Association as of March 31, 2024.

Asset Reserve CD 1	\$ 65,955.65
Asset Reserve CD 2	\$ 79,668.75
Asset Checking	\$ 9,575.01
Operating Checking	\$ 164,321.06
Operating Money Market	\$ 553,466.18
Rental Trust Checking	\$ 83,496.14

Tax Returns for 2023 will be reviewed once received.

In 2023, the board agreed to do what we could to avoid any potential assessment to owners for 2025 expenses should the sale of the resort be delayed or fail to close. The board wanted enough to cover a minimum of 6 months projected expenses. We also wanted funds available for any unforeseen expenses due to the sale such as needed repairs, replacements, or improvements. The owners voted to allow Asset Reserves for operations to help this goal of the board. At this time, we are in a strong position to cover such unforeseen expenses and 2025 expenses with available funds. Should those funds not be needed, they would be added to the proceeds for our owners following closing on the sale of the resort.

## **Other Business**

2024 remaining meeting dates:

Fall board meeting at the resort: September 19, 2024

Annual meeting in Brookfield, WI: To Be Determined

With no other business to discuss Jay Walt made a motion to adjourn and Laurie McWard seconded it. The motion passed unanimously. The meeting adjourned at 11:50am

Published for Review:

Approved: