

## **MINUTES of the Board of Directors/Membership Meeting of January 13, 2018**

A regularly scheduled meeting of the Board of Directors and Membership of the Four Winds Club Incorporation was held on January 13, 2018 at the Youth Center.

### **I. CALL TO ORDER (10:01a.m.)**

- a) Welcome - A welcome statement was made by Acting President, Travis Weyant.
- b) Roll Call of Officers - A roll call of officers found the following:
  - Acting President - Travis Weyant - Present
  - Secretary - Denise Lanier - Present
  - Security - Jim Pippin - Present
  - Activities/Property - Shawn Sullivan - Present
  - Treasurer - Bill Schindele - **Absent**

### **II. REVIEW OF AGENDA**

- a) Agenda was reviewed by the membership and there were no requests for changes.
- b) A motion was made and properly seconded to accept the agenda as written. Motion carried.

### **III. APPROVAL OF MINUTES**

- a) Minutes were distributed and reviewed by the membership. Travis
- b) A motion was made and properly seconded to accept the minutes as written. Motion carried.

### **IV. REPORTS**

#### Presidents report

Travis Weyant reminded the membership that at the last meeting the membership was made aware that there would be some staff changes. Travis stated that Jim Pippin has been doing a great job with security. The board decided to move some members around based on employees' departures and the fact that Mr. Lewis, unfortunately, has fallen ill. The membership was informed that Connie was made from the restaurant up to the guard shack as she has previous experience in security. Tina Grabenstein was made restaurant manager and Pam was brought back. Both ladies are doing a great job at the restaurant and adding some great dishes to the menu. Tina and Pam are working with Activities Director, Shawn Sullivan, organizing great activities to promote the restaurant. There were last-minute New Year's Eve activities put together with which ended up being a great hit. Many thanks were given to Mr. Tom Weatherby who volunteered his DJ for the New Year's Eve event. The activity was a great success and all the attending members seemed to appreciate having a New Year's Eve party as there was not one the previous year. We hope to be able to provide a party like this again next year.

#### Maintenance report

Travis relayed to the membership that there are a lot of maintenance issues going on especially because of the cold weather. The primary concern now is the water. The

maintenance workers took a new approach this year as they worked in each cluster finding old and outdated valves and replacing them with new ones. By using this approach, the workers are now able to isolate clusters to shut down versus the entire campground to find and work on problems. While fixing the valves, an additional issue is bounded Cluster Five. The piping in Cluster Five is severely outdated and needs to be replaced with black well pipe. Additionally, the water is turned off in Cluster Five, so the crew is trying to work to turn the water on. The overall project ahead is starting in Cluster Five with the replacement of the piping and then address the electricity. Once the project in Cluster Five is completed the crew will move on to work on the other clusters. The goal is for a long-term fix to our infrastructure versus a short-term Band-Aid fix. Travis expressed a heartfelt thank you to the maintenance staff and in addition discussed the additional personnel that was added. Henry was brought back to the team as a part-time member of the maintenance staff with a primary focus on fixing and maintaining the roads within the campground. Henry will help to ensure that the roads are continually maintained on a regular basis. In addition to Henry, Richard Grabenstein and his wife will be returning from Florida and Richard will be joining the maintenance staff as a Senior Facilities Lead. Richard will be taking on the responsibility of cleaning up the club and assuming many of the duties that Jay McDonald has been performing for years. Jay has been a volunteer to the club for many years but going forward those duties will be handed off to a club employee. Travis gave a special thank you to Jay for all the years in which Jay graciously volunteered his time and efforts to the club.

### Golf

Travis updated the membership that Thomas Eastridge returned to work on Monday. Thomas has been on a leave of absence due to a serious injury. Thomas came back and submitted a report to the board identify actions that needed to be completed to get the golf course back on track. Even though it is presently the winter months the golf course needs to be prepped for the summer months. Thomas has always been an asset to the club because of his versatility. He is able to work in various positions and the board looks forward to working with him again.

### Projects

Travis informed the membership that candies, and sodas and other items are being sold at the security shack. The board is focused on building a camp store. The primary mission is to keep the money within the campground and for the campground to provide items that the membership needs as opposed to going outside of the gate. The plan is to move as quickly as possible to establish a camp store with future plans of putting in an ATM and a Red Box.

The board continues to work with Caroline County with regards to the violations and issues that we have with them. The board is also continuing to address the fair housing lawsuit and other lawsuits that are still ongoing. Travis expressed that all the actions are hurdles that the club can overcome. He continues to reiterate that as long as the club sticks together and everyone works as a team we could be successful. Though the board is a results-oriented board, it cannot act alone and needs membership help. The biggest hurdle for the club is money. The board is constantly kicking around ideas on how to

improve the campground for the kids and for the adults. However, to make anything happen we need to have money.

### Annual Meeting

Travis reminded everyone that the annual meeting is quickly approaching. Travis stated that anyone that wants to contribute their time or skills should run for the board. Resumes are being accepted. There will be a brief outline available for the members with minimal requirements that we would like to see on the resumes. Basically, we need to know who you are and what you have to offer the club. Travis wanted to remind the members that the resumes are important because you're voting for the person that you want to run the club. Travis emphasized that this club is a business and that instead of voting for your friends you should vote for the best qualified. Travis stated again that if you have qualifications and you can do something for the club put it on paper and submit it as a resume. It is important to get the right people on the board so that we can all be successful together.

### Finance

Denise Lanier provided a paper copy of the finances as Bill Schindele was absent.

## **V OLD BUSINESS**

### Outstanding Actions

1. Diane Bass- encroaching trailer on property. Diane bass has been contacted and the action is being worked by Shawn Sullivan.
2. Jack Darden-certified letter regarding wrongful electricity disconnect and loss of food. The board has located the certified letter and it has reached out to Mr. Darden. The board has been unable to contact him however, we will continue to address the problem. This action is being addressed by Travis Weyant.
3. Court case summary-Denise Lanier provided the membership with a summary of the Caroline County court case.

### Caroline County Circuit Court case

Denise Lanier informed the membership that the club has not been served the official court date papers for the circuit court hearing. The board has not received anything in writing or been notified as to the delay of the service however the Circuit Court will be contacted to get an explanation.

### Fair Housing Case

Denise Lanier updated the membership on the visit from the lawyer on the previous Wednesday night. The lawyer was hired by the insurance company to represent the club. Discussions were based on the status of case information. The board provided the lawyer with information on the plaintiff's lot and its present condition. The lawyer requested pictures and they were provided. The initial offer presented to the club by the Fair Housing Association was for \$65,000 in addition to non-monetary actions. The nonmonetary actions consist of a training course for the board members and employees, inspection of office documentation for the next three years and the posting of various fair housing posters and pamphlets. With input from the insurance company and recommendations from the lawyer a possible counter offer was discussed. A non-confirmed counter offer of \$7500, the repurchase of the plaintiff's lot, a write off of the existing account balance and not posting fair housing paraphernalia was discussed.

Discussions with the attorney is still ongoing due to the present condition of the plaintiff's lot. The board is compiling a quote for the cleanup of the plaintiff's lot to submit to the attorney.

## **VI. NEW BUSINESS**

The board proposed a new schedule regarding the monthly Board of Directors meetings. Denise Lanier explained to the membership that the previous executive session would from here on out be divided into two separate meetings. A financial or accounting meeting would be held the Sunday immediately following the Saturday board meeting and a fine or violation meeting would be held the next Tuesday evening. During the fine or violation meeting the security person who wrote the ticket will have to support their claim. The results to be documented so that the member would be able to take that information to the office during normal business hours to adjust accounts if needed.

Denise Lanier made a motion to eliminate the executive session and replace it with the Sunday and Tuesday meetings. The motion was seconded. During discussion Tony Cunningham asked when this change would take effect. The change is scheduled to take effect during the February Board of Directors meeting.

Motion carried with only one member opposing.

## **VII. COMMENTS/ANNOUNCEMENTS AND OTHER BUSINESS**

### Security

Jim Phippen discussed visitor fees for people coming into the club to provide rides to members. Those visitors coming in still have to pay five dollars because not members, however upon leaving the five dollars will be returned.

Jim also discussed snacks. On a temporary basis the guard shack will sell sodas and snacks. Once the camp store is up and running there will be no more snacks sold at the guard shack.

### Activities

Shawn Sullivan updated the membership on his plans for the year as far as activities go. His main focus is providing multiple activities for the kids. There will be activities for adults as well. Shawn also informed the membership that he oversees lots sales. His plan is to clean up the lots so that they are presentable to people and they can be sold. Shawn asked that any member with ideas please write them down or stop him to discuss. Shawn, Travis and Denise shared various activity ideas for the years.

### Owners Forum

Tony Cunningham - Tony wanted to know why there was no financial report and where was the Treasurer, Bill Schindele. Travis Weyant explained that he spoke with Bill and the reason for his absence are of a personal nature. Travis did not feel that it was right to expose such personal business and therefore could only offer apologies.

An open discussion ensued regarding trust in the board. Some members were concerned with lack of communication to the membership based on previous boards. There is a

mutual agreement between the board and membership that communication must be open in order to get cooperation. The membership requested honesty and openness.

#### **VIII. ADJOURNMENT**

Meeting adjourned at 10:36a.m.

*Minutes written by Denise Lanier-Sec.*