

**APPROVED**

**SHERWOOD FOREST OWNERS' ASSOCIATION  
BOARD OF DIRECTORS ANNUAL MEETING MINUTES  
SATURDAY MAY 27<sup>TH</sup>, 2006**

**Call to Order: 11:10am at Aitkin High School.**

**Present:** Randy Doncaster, Charlie Rouse, Dave Baack, Jerry Grady, Dave Wagner, Ginny Cain, Greg Modrow, Gene Ramacher, George Poehlman and Maureen Dilley.

**Absent:** NenaSue Barker.

**Also in Attendance:** Hugh Heinecke

**Audit Report:** Hugh Heinecke and George Poehlman

Audit started at the beginning of May. The background of what happens during the Audit is they look into a sampling of the transactions and make sure they have been placed in the right accounts. Based on their analysis of the accounts this was a clean Audit and Sherwood Forest is in fine shape.

George Poehlman walked us through the finance statement for the year and explained how he has changed the format of the Income Statement to try making the situation perfectly clear. The Income Statement is divided into two sections an Operating Fund and Capital Fund. On the Operation Fund portion he spoke about line 56 the Net Operating Fund Income (Loss), this portion shows a loss of \$11,918 and a Budget for a surplus of \$29,221 and a Variance (difference) of \$41,139. What caused this big difference in Budgeting for the year was on line 31 Electricity. The Actual amount we spent this year was \$117,963 with us only Budgeting for \$91,700 causing a Variance of \$26,263. Electric rates went up causing our bill to go up. We need to cut this problem by figuring out who is using the majority of electricity and charging them the difference. This cannot happen until the whole electrical upgrade is finished so that we may look at the meters and figure this out fairly.

The next sections he looked at where Property & Casualty Insurance, the Kitchen and Interest & Miscellaneous Income. We took losses on these sections and that is why we have removed or reorganized the way these sections are done in the forest. With the Electrical included we took a difference in our year budget of \$41,000 to \$42,000.

George also talked about payroll and commented that Jackie was able to save money on payroll.

George's overall thought on the Operating Fund was we did pretty well this year even with the losses.

George talked about the Capital Fund, on line 66 the Net Capital Fund Income (Loss). Actual amount received \$1,752, what we planed for \$40,200 causing a variance of \$38,448. This variance is caused by the fact that roughly 200 lots have not paid for the

special assessment. It is very important that this special assessment be paid. We have made commitments based upon our October \$100 assessment.

The next part he spoke about was the last page of the Financial Report and the Balance Sheet. This sheet lists all the Assets (what we own) and the liabilities (bills). According to line 12 Total Cash have now roughly \$232,000 (this is from what has been received for Assessments) as of March 31<sup>st</sup>, 2006. So the amount of cash we have on hand is enough money to cover the expenses for about 6 months. It takes about one-half of a Million Dollars to run Sherwood Forest for a year. We have done a very good job at collecting Assessment, and he thanks everyone that has paid. He also talked about how our equity went up about a \$100,000 this year. All of our bills were paid by March 31<sup>st</sup>, 2006.

George spoke about how we needed to finish the electrical upgrade in a very quick manner. Due to rising prices of equipment we needed to get a loan from Security State Bank in Aitkin to finish. The loan was for \$600,000 to complete the upgrade by the end of this year or at least by next spring. This allowed Knox Electric to move a full-time crew in to complete our upgrade quicker. The loan is a 7-year loan for which we pledge to the bank all the proceeds of the \$100 special assessment. They gave us a number of options for an Interest Rate, the Board choose a Fixed Interest Rate spanning over the whole 7-years of the loan.

Questions:

How much have we already spent on the Electrical upgrade- George will post his findings at the Clubhouse after meeting.

Office expenses and bad debts- George will also post these findings.

Cleaning supplies- some years we need to buy more other years we do not.

Activities- will look up.

News Letter- No one would volunteer input.

Savings Account- not really a savings account

Salaries- Wants itemized list of salaries.

Wants Minnesota Employees privacy laws

**We have enough people for a quorum: 342 was the count 249 present and 93 absentee ballots.**

**Connie has the Official sign-up sheet- open until voting time**

**Long Range Planning:** Charlie Rouse

Charlie will be scheduling meeting as soon as he knows his schedule. He would like more people to be at these meetings to get their input into what they foresee for the forest. There are good and bad things happening. The forest is now 25+ year old and some things really need work. Such as...

1. Drain fields- some need to be upgraded.
2. Water System- crumbling

Lots of maintenance thing need to be done.

On the plus side of long range planning we would like to look into...

1. A bigger pool
2. Pavilion

To get a hold of Charlie letters, e-mails and the can in the clubhouse.

**Needs Lots of Help!!!**

**Board Nominations/Elections:** Jerry Grady

Carrie Aspinwall- Spoke

Charlie Rouse- Spoke

John Jacobson- Spoke

Tim- Not Present

Todd- Not Present

Lynn-Not Present

Doug George- Spoke

Denise Thielges- Spoke

Jerry did the 3 announcements of any other nominations and closed the nominations.

**Members Vote.**

**Board takes a 5-minute break: 12:10pm**

**Board re-convened: 12:16pm**

**Managers Report:** Jackie Christopherson

Jackie reported that they have rearranged the Clubhouse and they are now selling retail items. They also have redone the kitchen and it is now all fast food items and ice cream. They have added credit card machines to make it easier for owners to pay their assessments, pay for items at the store or pay for food in the kitchen. They have now automated the gate now they can get a printout of who is in the forest. With the automating of the gate they are able to give out gate cards to guests. The card would be given to the guest when they register then after their stay is up they are to return the card to get their deposit back. Even if they do not give the card back that card would no longer work after the allowed time on the card. They have a new copier, which allows them to do the newsletter in house. They are going to post when the annual packet will be available so that people can pick the packet up at the Clubhouse. This is a great way to save on postage. Jackie would like to see the lack of communication between management and owners change this year. She would like to start town committees to

give our owners the chance to talk to their town representative. The town representative would work with Jackie, Rose, Vern and possibly a Board Member to answer owner's questions, concerns and kill gossip.

**Environmental Committee:** Maureen Dilley

Maureen started her report with a beautiful quote.

- May 21<sup>st</sup> they handed out trees and shrubs for Arbor Day.
- In August they will be handing out the Evergreen Award. Please nominate people for this.
- Must get a permit from the Clubhouse to cut down trees.

Ended with another quote.

**Activities Committee:** Dave Baack

- Activities are built on Volunteers so we need lots of them. He gave all of our Volunteers a big round of applause.
- The golden egg hunt on May 28<sup>th</sup>.
- The Golf Cart Drive in movies is going to be on again. Will provide popcorn and will be selling other good stuff
- Teen Lock-in: Parents please consider volunteering for this. There will be a DJ, Food and Lots of Fun.
- Big events for the 4<sup>th</sup> of July events.
- Memorial weekend if our big event with the Olympics and the Spooky wagon ride. We need lots of Volunteers for these events.

**VIP Report:** LaVonne Danielson

- Took a vote on continuing running the kitchen and voted to stop running the kitchen.
- They will still sell hot dogs at certain events: such as flee market, the auction.
- Thanked her volunteers.
- Raffling off quilts.
- Putting on a roof on the deck- starting soon.
- May be putting on a pancake breakfast over the summer.
- First meeting 8am Big London.

**Volunteer Recognition:** Randy Doncaster

Gave a heart felt thanks to all our Volunteers and the Board Members.  
Remember our Board Members are all volunteers who do a lot up here to make this a better place.

**President Report:** Randy Doncaster

Randy talked about the cost of the electrical upgrade. He spoke about how it was a very important choice the Board had to make to get the upgrade done. He also spoke about if we did not get the loan we would have had to shut the park down for a year or 2 to complete the upgrade. It would have cost more for equipment needed as the years go on.

Randy talked about how Aitkin County is now involved in the forest. It is very important now to get a permit through both Sherwood Forest and Aitkin County. Permit information for Aitkin County can be found on their website and at the courthouse.

He touched base on the importance of reviewing and making changes to our By-laws. Our By-laws need to be looked at due to the fact that they are coming up for renewal. If there is no changes made to them the original By-lays relapse for another 30years. This will require 51% of the owner's votes to change these.

Randy talked passionately about how the rumors and gossip in the forest has to stop. He asked the Board members and the audience to stand in support of our wonderful Management team. He also asked **Everyone** to stand in support of stopping all the rumors and gossip.

**New Business:** Audience Participation

Beth Loudon N706:

Asked questions about:

1. Electrical
2. Where did certain committees go
3. Are some rumors true or just rumors

Jim Klatke C728:

Talked about activities and rumors.

Michelle Weiner C509:

Talked about support for our management team.

Verda Weiby C901:

Spoke about the Volunteer committee and chemical chloride stuff.

LaVonne Danielson:

Answered questions Verda asked.

Connie Smith C126:

Wants questions to rumors answered and the board to have answers right away.

Patti Staples D-53:  
Question already answered by Jackie.

Laura Pettersen B238/39:  
Need Volunteers for activities.

Jerry Judd N123:  
Spoke about rumors and volunteers.

Randy answered questions:

1. An Assistant Manager was very much needed.
2. We take all the accusations seriously and there is no pending or open Lawsuit's.
3. The calcium chloride has been a volunteer club thing they have no money this year so if you would like to get people on you road to put money in for this Jerry Judd is willing to put it down with the spreader.

**Drawing For Door Prizes: \$20 Gift certificates for the Blue Goose**  
**Congratulations to those who received them**

**Election Results:** Jerry Grady

1. Carrie Aspinwall
2. John Jacobson
3. Denise Thielges
4. Doug George
5. Charlie Rouse

Short Meeting for New and Old Board Members after Annual Meeting.

**Adjournment: 12:57pm**

**DRAFT-UNAPPROVED**  
**SHERWOOD FOREST OWNERS' ASSOCIATION**  
**SPECIAL BOARD OF DIRECTORS MEETING MINUTES**  
**SATURDAY MAY 27<sup>TH</sup>, 2006**

**Call to Order: 1:00pm**

**Present:** Randy Doncaster, Jerry Grady, Carrie Aspinwall, John Jacobson, Denise Thielges, Doug George, Charlie Rouse, Gene Ramacher, Greg Modrow and George Poehlman.

**Absent:** NenaSue Barker.

**Electing Board Members Positions:**

**President:**

Jerry Grady nominated George Poehlman to be the President of Sherwood Forest Board of Directors.

Seconded by Dave Baack.

George Poehlman said before he would except being President there is some thing we would need to know about his position on the Forest.

1. He will be down in Florida during most of the winter months.
2. He would like to see the meetings ran more like a City Council meeting.
3. Looking into the Covenants, Rules and By-laws.
4. Where we should go in the future.
5. Re-examine how the board is structured.

Dave Baack nominated Charlie Rouse to be the President of Sherwood Forest Board of Directors.

Seconded by Denise Thielges.

Charlie Rouse's position for the President:

1. Wants people to be able to voice their opinions while the issues are on the table.
2. Not the same old agenda.
3. Would be at all of the meetings.

Randy asked the three are there any more nominations for President.

**Vote:**

**George Poehlman is the new President.**

**!!!!A Big Thank You to Randy Doncaster for his great work as President!!!!**

**Vice President:**

Dave Baack nominated Charlie Rouse to be the Vice President of Sherwood Forest Board of Directors.

Seconded by Gene Ramacher.

Jerry Grady nominated John Jacobson to be the Vice President of Sherwood Forest Board of Directors.

Seconded by Dave Baack.

**Vote:**

**John Jacobson is the new Vice President.**

**Votes for President and Vice President were done by secret ballot**

**Secretary:**

Dave Baack nominated Michelle Weiner to be the Secretary of Sherwood Forest Board of Directors.

Seconded by Charlie Rouse.

**Vote:**

**Michelle Weiner is continuing Secretary.**

**Treasurer:**

**Motion:**

Dave Baack made a motion to nominate George Poehlman to be the Treasurer of Sherwood Forest Board of Directors.

Motion Seconded by Charlie Rouse.

**Vote:**

**Yes-Unanimous**

**George Poehlman is continuing Treasurer.**

**Operations Manager:**

**Motion:**

Charlie Rouse made a motion to nominate Jackie Christopherson to be the VP of Operations of Sherwood Forest Board of Directors.

Motion Seconded by Doug George.

**Vote:**

**Yes-Unanimous**

**Jackie Christopherson is continuing VP of Operations.**

**Committees:**

**Activities:**

**Motion:**

Dave Baack made a motion to nominate Doug George to be in charge of Activities for Sherwood Forest Board of Directors.

Motion seconded by Carrie Aspinwall.

**Vote:**

**Yes-Unanimous**

**Doug George is in charge of Activities.**

**Buildings and Grounds:**

**Motion:**

Gene Ramacher made a motion to nominate Greg Modrow to be in charge of Buildings and Grounds for Sherwood Forest Board of Directors.

Motion seconded by Charlie Rouse.

**Vote:**

**Yes-Unanimous**  
**Greg Modrow is continuing Buildings and Grounds.**

**Environmental:**

**Motion:**

George Poehlman made a motion to invite Maureen Dilley to Head the Environmental Committee.  
Motion seconded by Greg Modrow.

**Vote:**

**Yes-Unanimous**  
**George will be discussing this with Maureen Dilley to see if she would be willing to Head Environmental Committee.**

The Board also took a vote to place Carrie Aspinwall as Second Chair for the Environmental Committee.

**Vote:**

**Yes-Unanimous**  
**Carrie Aspinwall will be Second Chair Person for the Environmental Committee.**

**Nominees:**

Denise Thielges volunteered to head up the Nominee Committee.

**Vote:**

**Yes-Unanimous**  
**Denise Thielges will be heading up the Nominee Committee.**

**The Re-writing of the Covenants, By-Lays and Rules Committee:**

**Motion:**

Charlie Rouse made a motion to nominate Dave Baack for the Chair of the Committee to re-write the Covenance, By-Laws and Rules.  
Motion seconded by Gene Ramacher.

**Vote:**

**Yes-Unanimous**  
**Dave Baack is Head Chair to re-write the Covenants, By-Laws and Rules.**

**Dave Baack asked Charlie Rouse to Co-Chair this Committee. Charlie accepted. Dave also asked Randy Doncaster to help with this Committee. Randy accepted.**

There was some discussion on how the meetings should be ran now and how the Agenda should be sat up.

**Motion:**

Charlie Rouse made a motion to adjourn the meeting.  
Motion seconded by Carrie Aspinwall.

**Vote:**

**Yes-Unanimous**

**Adjournment: 2:13pm**