

## **APPROVED**

### **SHERWOOD FOREST OWNERS' ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES SATURDAY JUNE 17, 2006**

**Call to Order:** 10:00 AM at Big London

**Present:** George Poehlman, Charlie Rouse, Dave Baack, Jerry Grady, NenaSue Barker, Greg Modrow, Gene Ramacher, Carrie Aspinwall, Denise Thielges, Doug George.

**Absent:** John Jacobson.

#### **Presidents New Ideas:**

Our New President George Poehlman would like to see our Board of Directors meetings changed into a City Council format.

#### **Review of Minutes:**

- **Motion:**  
Carrie Aspinwall made a motion to approve the Minutes for May 20<sup>th</sup>, 2006 and the Minutes for our Annual meeting held on May 27<sup>th</sup>, 2006.  
Seconded by Denise Thielges.
- **Vote:**  
Yes- Unanimous
- **Motion Passed**
- **Discussion:**  
Special Meeting Minutes for May 27<sup>th</sup>, 2006 were tabled for review by George Phoelman Until the July 15<sup>th</sup>, 2006 meeting.

#### **Review of Agenda:**

George Phoelman explained the new format for the Agenda at the beginning of the meeting. This format was approved by the board and will now be used for following meetings.

#### **Treasure's Report:** George Poehlman

- Accounting Software has been upgrade.
- New System is up and running.
- Conversion went very well.
- April financial statements are done.
- May and June financial statements before the meeting.
- **April Financial Statement:**
  - **Balance Sheet:**

- Line 11- Total Cash was \$255,389 at the end of the month. The increase was due to collections of the 2006/2007 assessments.
    - Line 12- Accounts Receivable balance from Owners was \$350,015. This includes all assessments due this year and any past due assessments. Management continues to focus on the collection of all overdue assessments.
  - **Income Statement:**
    - Line 50- Operating Fund we are reporting a profit of \$419,185 for the month. Because we recognize all of the assessment income at the start of the year. April will always show a very large profit. As we go through the balance of the year the profit will grow smaller each month as we incur expenses. Per our budget, we expect to end of this year with an operating profit of approximately \$20,000 before depreciation charges.
    - Line 23- Salary and Wage expense and Line 24- Payroll Taxes and Insurance are higher than anticipated by the extra hours put in by the maintenance crew to get ready for the opening of the Forest.
    - Line 25- Electricity expense is higher than budget and we will have to watch this expense closely during the year. As explained at the annual meeting the electrical power used by property owners on their lots makes up the vast majority of this expense.
    - Line 34- Office expense is over budget for the month but this appears to be a timing issue. Major expenses for month included; annual memberships and donations \$300 (Chamber of Commerce etc), flowers and plants \$130, copier expenses \$500 and office supplies \$300.
    - Line 39- Repairs and maintenance expenses were over budget for the month mainly due to the major water line break in Nottingham.
    - Line 44- Activities expenses for April included \$550 for new DVDs and \$600 for arts and crafts supplies for the upcoming holidays.
  - The Capital Fund expenses for the month are \$205,798. Line 58 shows that \$203,877 of this amount was due to the acceleration of the electrical upgrade. All of the money needed for the April expenditures for the electrical upgrade was drawn from our new long-term loan. At the end of April, the Capital fund balance was \$165,371 (line 82).
  - George thinks we are Financially off to a good start.
- **Motion:**
  - Dave Baack made a motion to accept the Treasurer's Report.
  - Seconded by Charlie Rouse.
- **Vote:**
  - Yes- Unanimous
- **Motion Passed**

**Managers Report:** Jackie Christopherson

- Since the last Board meeting we've collected \$14,897.70 in 2006 assessments. We've collected \$3,726.00 in past due receivables and \$1,075 in registrations.
- Town Communications Meetings had their first meeting on Saturday June 10<sup>th</sup>, 2006. The next meeting will be held on Saturday June 24<sup>th</sup>, 2006 at Big London. Everyone is welcome to attend.
- Rules- the Signs rules needs to be revisited by the Board. Owners want Adult swim time to be changed back to 4:30pm.
- Electrical Upgrade- progressing well.
- Every weekend since the fishing opener there has been some sort of vandalism in a comfort station. We need to beef up security due to these problems.

**A full Managers Report can be obtained from the Clubhouse.**

- **Motion:**

NenaSue Barker made a motion to accept the Managers Report.  
Seconded by Charlie Rouse.

- **Discussion:**

Signs:

- Charlie- stated that we will be looking into the sign rule when we review the Rules and Covenants.
- Jackie- stated that anyone requesting to place a sign on their property will need the boards approval.
- George- lets give Jackie some direction on how she should go by allowing open house signs.
- Doug- time limit on when it can be up and when it must come down.
- Jerry- Open house signs should be up and down the same day as it is going on.

Adult Swim:

- The Board discussed the situation on changing Adult swim to 4:30pm.
- By a show of hands the Board decided to keep Adult swim at 5:30pm-8:00pm.
- Charlie abstained.

Screened-In Decks:

- Jerry Judd would like Screened-In Decks be permitted through the Forest.
- Screened-In Decks are permitted by Aitkin County.
- This issue was tabled until next months meeting so that the Board can think about this issues and discuss it in length.

Lot Numbers on Golf Cart's, ATV's and other motorized vehicles not licensed for road use:

- Dave Wagner first brought this issue up and Jackie would like to see 3inch reflective lot number stickers be placed on the back of golf cart's and ATV's for security purposes passed by the Board.

❖ **Motion:**

Charlie Rouse made a motion that lot numbers must be displayed on Golf Cart's, ATV's and all other motorized vehicles that are not licensed for road use and that the numbers be in accordance to Minnesota DNR regulations.

Seconded by Doug George.

❖ **Discussion:**

- They must be Reflective and openly displayed
- Fines will be passed out for not having them
- Lot stickers must be on by August 1<sup>st</sup>, 2006

Charlie Rouse made an Amendment to the motion that lot numbers must be shown by reflective stickers and be openly displayed by August 1<sup>st</sup>, 2006 on all Golf Cart's, ATV's and other motorized vehicles that are not licensed for road use.

Seconded by NenaSue Barker.

❖ **Vote:**

Yes- Unanimous

❖ **Motion Passed**

Vandalism:

- George Poehlman asked Charlie Rouse if he could look into cameras for the comfort stations.
- Carrie Aspinwall offered her assistance on this project.

Mail Boxes:

- Our members who get their mail at Sherwood need to come up with a solution and bring it to Jackie.
- This issue was differed to the end of the meeting.

• **Vote:**

Yes- Unanimous

• **Motion Passed**

**Requests for Variances:**

- The only way to get a variance is to bring it to the Board and have it voted on.
- A variance/approval request was brought to the Board by owners of lot C324 to place a 12x35 park model, which is 420sq. ft. 400sq.ft. is the allowed sq. ft.
- Aitkin County is prohibiting this sq. ft. also.
- Variance not approved.

❖ **Motion:**

Carrie Aspinwall made a motion that we send that variance back not approved due to the facts that it is against our rule and Aitkin County rules. Also that Jackie send a written letter to the lot owners explaining these reasons.

Seconded by NenaSue Barker.

❖ **Vote:**

**Yes-** Jerry Grady, Dave Baack, Carrie Aspinwall, Denise Thielges, Gene Ramacher, Charlie Rouse, Doug George and NenaSue Barker.

**No-** Greg Modrow

❖ **Motion Passed Request for Variance Denied**

- K101-K111 cannot find their right lot lines. They will have to hire a surveyor to come in and find these lot lines. There is no action we can take until the surveyor comes out and does this survey.
- Vern has walked these lines and has found that the initial complaint on K111 they are in their perimeter or very close to theirs.

**Security Issues:** Carrie Aspinwall

- We are in need of security people for the 4 of July weekend. People will be trained for security and will be working very closely with Jackie and Carrie.
- Please sign up.
- Carrie also sent out a thank you to those who volunteered for the town representatives.
- Carrie has agreed to head up security and really needs help with this committee.
- The Golf Cart driving tests will be headed by Doug and Carrie will be involved in this.
- All Children 12yrs and older must have the permit on them and their parents must be present with them during the test and must sit through the rules.

**Activities Report:** Doug George

- June 18<sup>th</sup> there will be a Fathers Day Appreciation Fish fry at the Clubhouse all dads will receive a free ice cream cone. This will be held from 11am-1:30pm.
- May 24<sup>th</sup> 10am Kids Crafts.
- First drive in movie May 24<sup>th</sup>.
- Medallion hunt July 1<sup>st</sup>.
- Maid Marian- must be property owner or child of. July 2<sup>nd</sup>.
- Parades- Our July 2<sup>nd</sup> parade: 12:00pm and 9:00am, Aitkin River Days Sat. July 22<sup>nd</sup>.
- Please see Doug or NenaSue for information or to volunteer.

**Environmental Committee:** Carrie Aspinwall

- We need volunteers!!!
- Evergreen Award will be awarded in August

**Volunteer Committee:** LaVonne

- Saturday July 8<sup>th</sup> meeting for Volunteer Club.
- Pancake Breakfast July 2<sup>nd</sup> from 9am-11am.
- The roof on the Clubhouse deck building will start after the 4<sup>th</sup> of July weekend.
- They need volunteers for this build.
- There is so much Calcium Chloride in the roads that if you water in front of your place it will work the same as putting more down.

**President requested a 5-minute break at 12:00am.**

**Board re-convened at 12:05am.**

**For Town Meeting and Other Business notes please view Carrie Aspinwalls Notes!!**

**Adjournment:**

**Motion:**

Charlie Rouse made a motion to adjourn the Meeting.  
Seconded by Doug George.

**Vote:**

Yes- Unanimous

**Motion Passed**

**Meeting Adjourned at 12:45pm.**