

APPROVED

SHERWOOD FOREST OWNERS' ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES SATURDAY July 15th, 2006

Call to Order: 10:00 AM at Big London

Present: George Poehlman, John Jacobson, Dave Baack, Jerry Grady, NenaSue Barker, Gene Ramacher, Carrie Aspinwall, Denise Thielges, Doug George.

Absent: Charlie Rouse and Greg Modrow.

Review of Minutes:

- **Motion:**
Denise Thielges made a motion to approve the Minutes for May 27th, 2006 Special Meeting and the Minutes for June 17th, 2006.
Seconded by Carrie Aspinwall.
- **Discussion:**
 - Change to Minutes- Adult swim will be kept at 5:30pm to 6:30pm.
 - Change to Minutes- short 5-min. break at 12:00pm not 12:00am and reconvened at 12:05pm not 12:05am.
 - Change to Minutes- Variance for Lot C324 should have been Lot C224.
- **Vote:**
Yes- Unanimous
- **Motion Passed.**

Review of Agenda:

- **Motion:**
NenaSue Barker made a motion to approve the Agenda for July 15th, 2006.
Seconded by Doug George.
- **Vote:**
Yes- Unanimous
- **Motion Passed.**

Note:

A Variance was not granted last month to Lot C224 because the trailer that they wanted to put on their lot was thought to be not in compliance with our rules. It has come to our attention that this is not the case, the trailer is in compliance with our rules and there is no problem for them to put this trailer on their lot.

Treasure's Report: George Poehlman

- George quotes, "June marks the end of our first quarter of the fiscal and is also about the halfway point of the camping season. This is an important time to measure our financial performance. In summary our financial performance through the first quarter has been very good."

Balance Sheet:

- Total Operating cash (Line 7) was \$213,865 at the end of the month. Although this is not enough to cover our expenses for the rest of the year, combined with the receivables that we expect to collect later in the year, we should have adequate cash flow to make it through the year with little or no borrowing against our operating line of credit.
- Accounts Receivable balance from Owners (Line 12) was \$219,398. This includes all assessments due this year and any past due assessments. Approximately \$86,000 of this amount is for the Special Capital Assessment, which is due in October. This means that approximately \$133,000 is now overdue on this year's and prior years' assessments. Jackie will report the details of the overdue assessments in her report.
- The balance on the loan for the electrical upgrade (Line 33) was \$268,698. This is basically on track with our plan. We are a little ahead of our plan.

Income Statement:

- In the Operating Fund we are reporting a profit of \$314,019 for the first quarter (Line 50). Because we recognize all of the assessment income at the start of the year, we will always show a very large profit at the beginning of the year and this grows smaller each month as we incur expenses. Per our budget, we expect to end this year with an operating profit of approximately \$20,000 before depreciation changes. **The important point here is that our profit at the end of the first quarter is \$1,000 more than we had budgeted.**
- Total Campground Management Expenses (Line 41) are \$9,050 under budget. The most significant cause for this is that **Wages and Payroll Taxes (Lines 22 & 23) are \$13,406 less than we had budgeted.** Offsetting this positive variance are: Electrical Expense (Line 25) which is \$1,887 over budget, Bad Debts Expense (Line 37) which is over budget by \$2,297 due to legal expense on several impending foreclosures and Office Expenses (Line 34) which is \$3,474 over budget. This is also due to software and Tech. help from the Geek Squad.
- The Capital Fund expenses (Line 68) are \$9,238 over budget for the quarter. The primary cause for this is that costs for the electrical upgrades are \$5,523 more than we had budgeted. This does not mean that the project is costing us more than we had estimated. Rather, the overage is caused by the fact that work is preceding faster than we had originally estimated.
- **Motion:**
 - Dave Baack made a motion to accept the Treasurer's Report.
 - Seconded by John Jacobson.
- **Discussion:**
 - Jerry wants to see comparison from last year's income to this year income. Without assessments.
- **Vote**
 - Yes- Unanimous
- **Motion Passed.**

Managers Report: Jackie Christopherson

- There is no Expense report this month.
- In June and July visits were down.
- Next year we will have the new tracking software up and running to get actual numbers of visitors.
- There was an incident involving a minor dog attack. These owners are required by State Law to post signs stating Beware of Dog.
- Owner and guest must display their stickers and visitor permits in there vehicles.
- Town Representatives are open to any issues that need to be discussed.
- Board Members please check the new list for any mistakes, if any are found please tell Jackie.
- Thank you to the Volunteers who helped to put the Clubhouse roof on.
- Lot and Block Numbers must be displayed on all non-licensed motorized vehicles
By August 1st, 2006.

A full Managers Report can be obtained from the Clubhouse.

- **Motion:**
Denise Thielges made a motion to accept the Managers Report.
Seconded by Carrie Aspinwall.
- **Discussion:**
 - George-When do we lock out gate cards?
 - Jackie-We have already started.
 - NenaSue-Are the payments updated daily, weekly or monthly?
 - Jackie-They are posted weekly.
 - July 2nd is the official due date for all Assessments.
 - If first half of assessment is paid by April 1st and full amount is not paid by July 2nd gate card will be locked out by July 3rd.
 - If first half of assessment is not paid by April 1st the full amount is due on April 2nd. Card will be locked out by April 3rd.
 - **Motion:**
Carrie Aspinwall made a motion to have a plaque made for the Volunteers who put the roof on the clubhouse deck.
Seconded by Doug George.
 - **Vote**
Yes- Unanimous
 - **Motion Passed.**
 - **Motion:**
Jerry Grady made a motion to have a plaque made for the Volunteers who put the Extension on Big London.
Seconded by Dave Baack.
 - **Vote**
Yes- Unanimous
 - **Motion Passed.**

- ATV's:
 - People don't want to display their Lot #'s on their vehicles due to security reasons- robberies and other issues.

Amendment to Rule passed on June 17th on the issue of ATV's, Golf Carts and other non-licensed motorized vehicles.

- **Motion:**
Denise Thielges made a motion to allow Owners to display in 3inch. reflective lettering, their Lot numbers or the Sherwood Forest Permit number on the back of ATV's, Golf Carts and other non-licensed motorized vehicles.
Seconded by Doug George.
- **Vote**
Yes- Unanimous
- **Motion Passed.**

- Dave Baack volunteered to be the director of Rules and Compliance. He will be updating The Rules for rules that have been changed.
- ATV Quiet Time:
Any one on an individual basis breaking rules after quiet time will be fined.
- Carrie Aspinwall, Jackie and our Town Representatives will be looking into structuring Business Permits allowing Outside Businesses to advertise or sell their products outside of our gates. They are also looking into Business Permits for our Owner to advertise or sell items from their businesses up at the Clubhouse.
- George responded to this by saying this would be a good idea, we would be able to prohibit what was advertised or sold.
- An idea to structure this there would be a different fee for owner who advertise or sell things inside the gate verses the fee for outside businesses who will advertise outside our gate.
- **Vote- to Accept Managers Report:**
Yes- Unanimous
- **Motion Passed.**

Note:

George- There was an incident Sunday Eve of July 3rd involving a young woman who was physically assaulted by an older man. We have not found out who this man was but if any one knows who he is the parent's of the young woman are offering a reward of \$500 and Sherwood will match their reward with \$500 also.

- **Motion:**
Dave Baack made a motion for Sherwood to match the parent's amount for the reward.
Seconded by Carrie Aspinwall.

- **Vote**
Yes- Unanimous
- **Motion Passed.**
- **An Amendment to the motion above was made:**
 - **Motion:**
Dave Baack made a motion to only match the parent's reward up to \$500.
Seconded by Denise Thielges.
 - **Vote**
Yes- Unanimous
 - **Motion Passed.**
- **Motion:**
NenaSue Barker made a motion that anyone caught vandalizing Sherwood Forest Property would be find.
Seconded by Denise Thielges.
- **Vote**
Yes- Unanimous
- **Motion Passed.**
- **An Amendment to the motion above was made:**
 - **Motion:**
Dave Baack made a motion that anyone caught vandalizing would pay a fine starting at \$1000 and be responsible for paying the cost to fix what was vandalized.
Seconded by Denise Thielges.
 - **Vote**
Yes- Unanimous
 - **Motion Passed.**

Board took a five-minute break at 11:20am.
Board reconvened at 11:25.

Mailbox Issue:

It was brought to our attention that if our owners who have mail boxed sign a Hold Harmless Agreement we are going to keep the current handling of the mail. Then next year it will be put money towards our Capital Budget for 60-75 mailboxes and a Parcel Bin. Owners would pay a deposit for the key and these boxes would be rented out to owners who want one. At the end of the camping season the key would be returned to the clubhouse and the owner renting would get their deposit refunded.

- **Motion:**
Carrie Aspinwall made a motion that we may proceed with the current way of handling mail at Sherwood Forest only if our owners who have a mailbox through Sherwood signs a Hold Harmless Agreement. Then next year it will be put money toward our Capital Budget for 60-75 mailboxes

and a Parcel Bin. Owner will rent these boxes and put a deposit down for the key to the box. This deposit will be refunded when the key is returned to Sherwood Forest at the end on the camping season.

Seconded by Doug George.

- **Discussion:**
 - Deposit for key will be refundable.
 - Owners must sign the waver.
- **Vote**
Yes- Unanimous
- **Motion Passed.**

Jerry Judd-

- Request the allowance for decks with roofs to be screened in.
- **Motion:**
Carrie Aspinwall made a motion to allow decks with roofs to be screened in and only screens, no walls. Owner must receive a permit from Sherwood Forest.
Seconded by Gene Ramacher.
- **Discussion:**
 - It must be enforced that the deck with a roof only is screened in no walls.
- **Vote**
Yes- Unanimous
- **Motion Passed.**

Maintenance Report: Jackie Christopherson

- The electrical upgrade is moving on track with both Mille Lacs Energy and Knox Electric. Mille Lacs Energy has been plowing in their primary wires in London Town and has installed seven new transformers. Knox Electric has been busy installing new electrical boxes so ML can get ahead of them. Knox has started to install new wires in London Town this past week. There has been little interruptions in power during this process.
- The swimming pool was closed down for one day this past week due to having a green color to the water. All tests on the water was normal, and it was finally determined that the discoloration was due to number of people in the pool, the hot and humid weather, and the fact that swimmers are not showering off suntan lotion and oil before entering the water. We will be sending a sample of water to Valley Pool to find out what chemical can be used to clear up this problem.
- There is a new fence up in Derby Town across the drain field to prevent ATV's from driving in this area.
- **Motion:**
NenaSue Barker made a motion to accept the Maintenance Report.
Seconded by Denise Thielges.
- **Vote**
Yes- Unanimous
- **Motion Passed.**

Variations:

- Owner of Lots K101-K102 are requesting a variance to allow their trailer to line up with common grounds but would still be on their property.
 - **Motion:**
Carrie Aspinwall made a motion to allow Owners of Lots K101-K102 have their trailer lined up to common ground but is still on their property. Seconded by John Jacobson.
 - **Vote**
Yes- Unanimous
 - **Motion Passed- Variance is approved.**
- Owners of Lot L717 are requesting a variance to allow them to have their 3 season porch trusses 7-inches taller than allowed.
 - **Motion:**
NenaSue Barker made a motion to allow Owners of Lot L717 to have their 3 season porch trusses 7-inches taller than allowed. Seconded by Carrie Aspinwall.
 - **Vote**
Yes- Unanimous
 - **Motion Passed- Variance is approved.**

Security: Carrie Aspinwall

- Thank you to the people who help with security over the July forth weekend and week.
- Thank you to the people who put up our neighbor hood watch signs.
- Carrie is getting more of those signs.
- With the issue of curfew Carrie would like to start a youth patrol. She would like to thank the town reps. for this suggestion.

Activities: Doug George

- June 24th the Gulf Cart drive-in movie was inside the Clubhouse due to rain.
- July 29th is the next scheduled drive-in movie.
- Sherwood Forest Float dates July 22nd at 5pm in Aitkin.
- 3 prizes were given out for best-decorated vehicles in the parade.
- The Medallion was found on the 5th clue by a boy named Matt.
- Thank you to those who donated cakes for the cake walk.
- Thank you to Brenda Gunderson and her helpers for running the Kiddy Carnival.
- Teen lock in is tonight July 15th.
- There will be a Dance for everyone held on July 22nd.

Environmental: Greg Anglin

- They have \$372 for trees and shrubs.

- Evergreen Award in August.
- Want information put in weekender about the Evergreen Award.
- Wants to be involved with the Forest Preservation Project.

Volunteer Committee: Jerry Judd

- Now that the roof is done on the Clubhouse deck he would like to stain the new portion only.

New Meeting Schedule:

- **There will be no meetings held in the Months of December, January or February.**
- **Meetings will resume in March.**
- **There will be 6 seats opening up this May**
 - **Jerry Grady**
 - **NenaSue Barker**
 - **Greg Modrow**
 - **Gene Ramacher**
 - **George Poehlman**
 - **Dave Baack**
- October meeting will be held one week earlier than normal.
 - **Motion:**
Carrie Aspinwall made a motion to accept the new on and off month meeting schedule.
Seconded by Doug George.
 - **Vote**
Yes- Unanimous
- **Motion Passed.**

Other Business:

- Dog Issue-Would like to see the dog bark collars sold at the Clubhouse.

Note:

- Board Members look for Minutes on Website 2-3 days prior to next meeting.

Adjournment:

- **Motion:**
NenaSue Barker made a motion for Adjournment.
Seconded by Carrie Aspinwall.
- **Vote**
Yes- Unanimous
- **Motion Passed.**

Meeting Adjourned at 12:25pm.