

**Board of Directors meeting 07/09/2022 @ 9 am**

**THIS WAS A MANDATORY MEETING ACCORDING TO THE BYLAWS**

**In attendance: Jack Black, William Sturm, Kasey Eaton, RJ Nusz, Mark Ferrell,  
Barbara Boyer, Don Phelps**

1. Meeting was called to order by board president Jack Black
  
2. Park Manager Report
  - a. Discussion of a proposed letter to be sent to members that have not signed a current lease.
    - i. Proposed additions and modifications were offered by various board members to the letter.
    - ii. Don Phelps and RJ Nusz were appointed to draft a revised letter to present to the board for approval prior to mailing (see below addendum).
  - b. Request by the board to get the current park rules posted on the website.
    - i. Park Manager will work on it.
  - c. Discussion of Getting the minutes on the website
    - i. Because members only get name redacted minutes, Secretary will provide them to the website administrator and they will be organized in a folder on the PIRVR google website and linked to.
      1. RJ will work on getting these updated and placed on the PIRVR Google Drive in folders.
  - d. Discussion on the items that we are holding as collateral on members that owe past due amounts.
  - e. Park manager mentioned that for the Junk Storage there will be an auction and many members were interested and she already has the list including the contact information.
    - i. Discussion on how to conduct the bidding. Consensus was whatever way would create the greatest revenue.
      1. Ideas discussed: open bids with minimum increases. Sealed bids, live auction without an auctioneer.
      2. Discussion of running an ad in the paper to maximize profits for the members.
  - f. Presentation by Jack Black on our Payroll reports - payments
  - g. Presentation by Jack Black on our Maintenance Reports
    - i. \$7k for the month of June, we have never hit our \$500 monthly budget
      1. Answer: Sewer Plant repairs, other big expenses.
      2. Mark Ferrell also noted that we needed extra categories (i.e special projects, pool, etc) so that everything doesn't by default end up categorized as "Maintenance" expenses.
  
3. Financial Report

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- a. Jack Black noted that all the reports are “estimated/pending” because online banking is currently down.
  - b. Jack gave an update on the taxes - all documents have been submitted to the accountant that is doing them.
    - i. We have 3 years outstanding, however as a “Not for Profit” they are for informational purposes only, but still have to be done and we are just waiting on the assigned bookkeeper/accountant to finish them.
  - c. RJ Nusz asked about an update on how much of the \$10K we allocated to get in compliance with the health department we have spent.
    - i. We are under budget
  - d. RJ Nusz made a motion to accept the pending financial report.
    - i. William Sturm seconded the motion.
    - ii. All are in favor.
  - e. RJ Nusz additionally made a motion that per the bylaws to set the 2022 - 2023 Operating budget at \$24,667.00 a month which is the same as it was the prior year.
    - i. Jack seconded the motion.
    - ii. All are in favor.
4. Reading of the minutes of the June board Meeting.
- a. RJ proposed that he be allowed to add into the prior meeting minutes the specifics of the land “contract for deed” as reference for members.
    - i. Jack made a motion to accept the minutes of meeting as amended with the addition of the specifics of the land deal for documentation.
    - ii. Don Phelps abstained from the vote due to it being prior to his involvement in the board, All others in favor.
5. The board reviewed the Meeting Minutes of the last Annual Meeting.
- a. RJ requested a temporary approval so that the meeting minutes can be made available for general members prior to next year's annual meeting.
    - i. Don Phelps motioned for approval of the proposed minutes as amended.
    - ii. Jack seconded
    - iii. All are in favor.
6. Presentation by Secretary RJ Nusz on the Conflict of Interest Agreement for all board members that needs to be on file per the by-laws for every board member.
- a. Agreements were all signed
    - i. Mark Ferrel suggested that for next year we review and modify this agreement on the status of the worker delay before running for the board. Does not affect the board this year, but might in the future
      1. RJ will review and clean up this stipulation moving forward and bring a revised version to the board for further approval.

## OLD BUSINESS

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7. William Sturm Reported on his research on giving REDACTED an extra 5 hours paid a week.
  - a. There is no tax or employment issue because the exchange of labor for site is not counted as income.
  - b. This was previously voted on and approved pending this investigation. The vote is sustained.
  
8. General discussion of Maintenance labor needs around the park and structure.
  - a. Ultimately this discussion was tabled to give everyone time to think about solution options.
  
9. Discussion about backup of sewer plant inspections for DEQ as discussed at the annual meeting.
  - a. No Decision made, just further discussion.
  
10. Don Phelps provided updates on GeoCaching event
  - a. They will be sending a crew of volunteers to do cleanup/tasks.
  - b. Discussion to be continued in August
    - i. Ideas: Gutters cleaned, mowing/weedeating, Painting
  
11. Housekeeping committee & Storage agreement committee's
  - a. No updates
  
12. Work Weekend Schedules
  - a. RJ proposed that we "set in stone" work weekends, put them on EVERY mailing that goes out.
    - i. RJ suggested 1st and 2nd weekend in November and then 1st and 2nd weekend in April. This always encompasses a board meeting weekend AND people can plan for them. We ask members to plan to help each year with 1 weekend a year, they can pick which of the 4 weekends they want to volunteer. Then people can not say they didn't know.
    - ii. Will be tabled until the August meeting, but we agreed to try to get something in the September mailing.

## NEW BUSINESS

13. Jack wanted it noted in the minutes that Kasey's LEGAL name is Kandice (as she will be signing checks as treasurer).
  
14. Jack asked the guys in the maintenance department for a couple of things that they needed.

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- a. The request was for Golf Cart Batteries for the maintenance department ~ estimated that it would be about \$1000.
    - i. Discussion ensued that it would be break even vs. fuel in 5 months.
    - i. RJ made motioned to buy Golf Cart batteries on Williams account
    - ii. Jack seconded the motion.
    - iii. All are in favor.
  - b. Discussion of Replacing the blade on the front of the loader bucket.
    - ii. The decision was to get the blade and then we would figure it out on how to put it on.
15. Jack wanted to resume the monthly general members meeting with the board. Strictly informational and possibly before the monthly meeting.
- a. General conversation ensued.
    - i. Idea of "Coffee and Donuts with the Board"
  - b. Everyone agreed to an informational member meeting scheduled at 8:00 o'clock in the morning with the first to be prior to the August meeting).
16. Motion was made for the meeting to adjourn
- a. All in favor

~MINUTES PREPARED BY R.J. NUSZ (Secretary)

ADDENDUM TO MINUTES from July 12th, 2022

"On July 12th From GroupMe Chat: Don Phelps & RJ Nusz submitted finalized letter verbiage they had worked on, via GroupMe, for board approval to be sent to all members currently occupying a lease site but who had not yet signed a new lease.

Jack Black asked for approval of the proposed verbiage. Barbara Boyer made a motion to approve. Mark Ferrel seconded, All in favor of the motion."