

**Holiday Lake Owners' Association, Inc.**  
**Regular Monthly Board Meeting**  
**Thursday, October 08, 2015**  
 Holiday Lake Community Center, 6:30 P.M.

**Call Meeting to Order by President** Bille Jean Snyder at 6:31p.m., 24 members were in attendance.

**Board of Directors present:**

✓ Bille Jean Snyder	✓ William Nagel	✓ Lu Wieland
✓ Jim Hamilton	✓ Phil Reeves	✓ Stan Zeutenhorst

President Bille Jean Snyder reminded Monthly Board meeting attendees:

- to sign in if they had not already done so.
- the meeting will be recorded for the sake of documentation.
- Anyone wishing to address the board of directors is to stand up and state their name and address for the record.

**Additions to the Agenda:**

Under New Business – add to the Building permits:

- #11 Retaining Wall, Unit 4/ Lots 17 & 18- Thomas
- #12 Garage, Unit 6/Lots 36 & 37- Gonzalez

Under Updates add:

- Stop Signs Replaced – intersections of Franklin and South Lakeshore
- Fire Prevention Week

Beneath Old Business, add the Subheading Lot Owner Discussion

- Amelia Clark – November 1<sup>st</sup>, Brush and Brew/Painting
- Bruce Cross – Entrance Gates

Under Adjournment, change the date of the next meeting to November 12<sup>th</sup>, 2015

**Adoption of the Agenda:**

Motion to: Accept the Agenda with additions by: Phil Reeves, 2<sup>nd</sup> By William Nagel

Aye - 5    Nay -0    Abstain -0    Approved as presented: Motion carried by voice vote

**Minutes of September 8, 2015, Special Board Meeting:** Corrections/Additions?

Motion to: Accept minutes of the September 8, 2015 meeting as presented by: Jim Hamilton, 2<sup>nd</sup> by Stan Zeutenhorst  
 Aye - 5    Nay -0    Abstain -0    Approved as presented: Motion carried by voice vote

**Minutes of September 10, 2015, Regular Board Meeting:** Corrections/Additions?

Motion to: Approve the minutes of the September 10<sup>th</sup> meeting as presented by - Phil Reeves, 2<sup>nd</sup> by William Nagel.  
 Aye - 5    Nay -0    Abstain -0    Approved as presented: Motion carried by voice vote

**Minutes of October 3, 2015, Special Membership Meeting:** Corrections/Additions?

Motion to: Approve minutes of the October 3, 2015 meeting as presented - by Phil Reeves and 2<sup>nd</sup> by Stan Zeutenhorst.  
 Aye - 5    Nay -0    Abstain -0    Approved as presented: Motion carried by voice vote

**Treasurer's Monthly Report:** Corrections/Additions?

Motion to: Approve the Treasurer's Report as presented by - Lu Wieland, 2<sup>nd</sup> by William Nagel  
 Aye - 5    Nay -0    Abstain -0    Approved as presented: Motion carried by voice vote

**Treasurer's Monthly Bills:** Corrections/Additions? None stated.

Motion to: Accept the monthly bills, by - Stan Zeutenhorst, 2<sup>nd</sup> By: William Nagel  
 Aye - 5    Nay -0    Abstain -0    Approved as presented: Motion carried by voice vote

**Holiday Lake Owners' Association, Inc., Monthly Board Meeting, Thursday, October 08, 2015 (continued)**

**Security– Bruce Rhoads**

Things have been fairly quiet, just checking some fishing boats.

**Maintenance – Rick Kriegel**

Cut brush and cleaned up a fallen tree on Skyline. Worked on the road grader it had a water hose leaking. Installed a culvert in unit 6 lot 66. Cut trees down at John Banzhaf on a damn of a catch basin. Replaced the seat on the scag mower the back rest was broken. I got the seat from Moon Creek in Montezuma. I went to Hickenbottem in Grinnell and picked up 6 12 inch culverts we were out and I needed them RIZ did work on Fluer Dr. and when they were done. I had Loren Ford haul rock on it to give it a base. I also had Loren Ford haul rock on Grant Dr. I meet with Bille Jean Snyder and Stan Zeutenhorst and JD Griffith from the Poweshiek Sanitarian on the septic at the campground and we decided to have Gilbert pump the septic out to get us through the year due to the leach bed not working properly. I installed a culvert in unit 5 lot 150. Replaced the windshield in the F350 pickup it had been cracked and scratched up from the ice in the winter. Mark Brant from New Sharron replaced it and also replaced the passenger- mirror that was broken. I picked up a used mirror from Sand Hill that was half price of a new one. I have been working on the chipper we have been having a lot of issues with it this summer. RIZ did some work on Korn's and the culverts needed replaced in unit 6 lot 232 and RIZ could not do them so the lot owner bought the culverts himself and the lake installed them. I got Echo Dr. torn up and put rock on also did a small section of Holiday Lane that was bad. I had Heartland Coop come and do some more dust control. I have some small spots to tear up in different areas and put rock on so getting close to having that done and I will start working on cold patching. I took out the swimming dock at the beach. And I will be starting to close down the restrooms and winterizing them the first of October. I want to thank Del Sherwood for his help this summer he was done working in the middle of September. I do still have Brad Maus working we have a lot of trees to trim and he can help me start patching roads and haling the rock for me.

Board members discussed chipper needs and advantages of having a roller for the roads. Advice from Bruce Cross of the town of Newhall, who stated smaller rollers work better on uneven surfaces. Bill Jensen – suggest that we look at the total picture and do a total review of all equipment and a five year plan

**Motion to:** Complete research on a chipper and a roller, by - Stan Zeutenhorst, 2<sup>nd</sup> by Jim Hamilton  
Aye - 5      Nay -0      Abstain -0      Approved as presented: Motion carried by voice vote

**Hearings:** No Hearings to report.

**Updates:**

Outline processes/differences/benefits/results between having financial review and/or audit

Jim Hamilton – introduced Royal Roland to inform us what a financial review is and what a financial audit is. Our tax accountant does nothing but tax accounting. He guided me to Royal, who said he would be happy to share information with us regarding what is an Audit and what is a review. I would like to transfer the tax accounting to this firm because our accountant is ready to retire.

A review is taking a year end list of assets and balance statement, going through bank reconciliations, details of money owed to the association, assets purchased, comparing to last year. Comparing receipts of what has been taken in to last years' accounts and making inquiries to the Treasurer.

An audit is twice as much work- it includes going through invoices (a sample of) to verify if authorized by the Board. Also would include going through Membership records and comparing fees paid to verify it balances. There would be a review of the Maintenance fees paid and RV fees. It would be like a sample review and reviewing all bank statements.

Cost would be about \$3,000 for a Review and around \$7,000 for an Audit. Royal's firm would be willing to do the tax return if John is willing to give that up.

Continuation of: Financial Review and/or Audit

**Motion to:** Work with Royal Roland's firm to obtain a review and taxes- 2015 with a cap of \$6,000 or less, by - Jim Hamilton, 2<sup>nd</sup> by Phil Reeves.

**Holiday Lake Owners' Association, Inc., Monthly Board Meeting, Thursday, October 08, 2015 (continued)**

	Jim Hamilton	Lu Wieland	Phil Reeves	Stan Zeutenhorst	William Nagel
Aye	x	x	x	x	x
Nay					
Abstain					

The motion was approved by roll-call vote

RIZ: Website page – No Report. Projected Projects – 21 projects in process. Estimate most will be done except 2 will be delayed.

Siren: Delivered today. The installation is scheduled for next Tuesday. By the end of next week everything should be up and running.

West Ryan Campground Septic system: Stan Zeutenhorst reported it will need to be replaced. He is working on getting bids. There has been some discussion about updating the bathrooms later. Rick asked if we need to have it pumped again. Stan – stated whoever gets the bid will pump it out at that time.

Fire Prevention: The siren sounding and fire trucks going around the roads were related to Fire Prevention week.

Stop Signs: Franklin and Lakeshore – request the stop sign be replaced by a Yield sign. (At both locations)  
Other – Winter time sliding through the intersection

White goods from Spring Clean Up: William Nagel reported they still are not accepting white goods at this time.

Water Quality: A Cooperative committee to investigate / research chemical treatment procedures and report findings back to Board. Connie Sjerven agreed to head up that committee. We are recommending that one member of RIZ, the Fish Committee, a Community Member and a Member of the Board participate. Connie stated they are working to get the committee. Ron Angel suggested we call one of the Universities to have them help. Phil Reeves stated his company has a Professor from ISU who can help us connect with the correct contacts.

Release membership contact information

By Iowa code, Members can request a mailing list. The Board can put parameters around that. We discovered there is a means of getting all of our addresses other than our agreed upon procedures. This is on file.

When Member of Holiday Lake Owners' Association, Inc. requests Membership Mailing Information, the Board of Directors considers the following procedure as a reasonable alternative to providing a copy of the Holiday Lake Owners' Association's membership list and addresses. The Member requesting a copy of the list shall provide to the Board of Directors of Holiday Lake in writing:

- Request mailing information of membership
- Give purpose of the request
- Copy of information intended to be mailed to members.

The document shall include a conspicuous statement at the top to the effect that “The Board of Directors of Holiday Lake Owners' Association, Inc., does not approve or disapprove of the information or statement herein. It is the opinion of the person(s) sending the information.”

When final consent has been given by Board of Directors, membership mailing information will be made available under the supervision of Director(s) in this manner:

Holiday Lake member(s) making request will bring their own unsealed envelopes with the approved information inside and postage attached to the Holiday Office at a predetermined time.

- Director(s) and/or office staff will provide mailing label
- At a work table in the office, Holiday Lake member(s) making the request will affix the mailing addresses to the envelopes and seal envelope
- Arrange mailing through the Director(s) and/or office staff.

**Holiday Lake Owners' Association, Inc., Monthly Board Meeting, Thursday, October 08, 2015 (continued)**

**Motion to:** Approve the procedure, by - Jim Hamilton, 2<sup>nd</sup> by Stan Zeutenhorst

	Jim Hamilton	Lu Wieland	Phil Reeves	Stan Zeutenhorst	William Nagel
Aye	x	x	x	x	x
Nay					
Abstain					

Motion was approved by roll-call vote.

**Motion to:** Charge a fee of \$50 for each set of labels obtained, made by - Phil Reeves, 2<sup>nd</sup> by Stan Zeutenhorst

	Jim Hamilton	Lu Wieland	Phil Reeves	Stan Zeutenhorst	William Nagel
Aye	x	x	x	x	x
Nay					
Abstain					

Motion was approved by roll-call vote.

Forest Preserve: Mike Beumer (RIZ) and Wendy Schwab checked into this, Unit 6 Lots 228 & 230 are not in forest reserve.

Director Appointment Process: President Bille Jean Snyder asked Nominating committee chaired by Kim Pendarvis search for interested candidates. We are asking interested parties to write a resume/bio. The Board will review and interview submissions and make the appointment to join the Board for Unit Five until the time frame until August of 2016. This process will be posted on the Website and email notice.

**Committee Reports**

Community Center – Kim Pendarvis

Dorothy Banzhaf – Kids club is ongoing. There are a few remaining Weddings – 2:00 to 4:30 Dam will be unlocked, October 17<sup>th</sup> wedding on the Dam. October 24 will be the Lake Wide Halloween Dance. The Lake Wide Bean Bag league will begin. The next T-shirt design is in Lon Fisher’s hands. There might be some new engraved product. Specific Board liaisons will be Jim Hamilton and Lu Wieland, as a point of contact so Kim Pendarvis and Katie Tomlinson do not need to call all Board Members when a question comes up. All Board of Directors do however remain on that committee.

Fish Committee – Lynn Baustain

Fish will be here soon. Catfish will be here soon. We have about \$9,000. There will be \$6,000 used in the Spring and the remaining \$3,000 in the fall. Barb Robinson requested on behalf of her husband, that no announcement be emailed/posted when fish are added to allow the fish time to become acclimated to the lake. There was discussion about the maximum catch. President Bille Jean Snyder stated there is ongoing activity related to that issue because the wording about looking at the catch does not match our By-Law wording.

➤ Beach/Bathhouse – Lynn Baustain

- Bathhouse closure for season
- Would be interested in taking care of the beach, bathhouse, parks 2016 season.

➤ Water Quality – Connie Sjerven, Testing results – We will be doing the last testing next month.

➤ Nominating Committee – Kim Pendarvis

- Special Membership Meeting, Saturday, October 3, 2015. The committee of inspectors, Joleen Wirth, Unit 1; Sue Gannaway, Unity 2; Carol Sherwood, Unit 3; Linda Vodraska, Unit 4; Dolores Goettsch, Unit 5; and Charlene Doyle, Unit 6. Members voting in favor of the immediate removal of Tom Taber as a Director of the Holiday Lake Board of Directors – 394. Members voting against the immediate removal of Tom Taber as a Director of the Holiday Lake Board of Directors – 142

**Holiday Lake Owners' Association, Inc., Monthly Board Meeting, Thursday, October 08, 2015 (continued)**

➤ Park-Beaches

- Swim platform removed
- Maps at the entrances have been successful. They have been removed for the winter season.

**New Business:**

A. Building Permit Application:

1. Loft on top of garage – U 4 L 235-Franklin
2. Culvert-U 5 L 197-Nicholas
3. New Deck-U 2 L 167, 168-Ogan
4. Concrete Parking area and Retaining Wall-U 6 L 110-Ribble
5. Culvert-U 3 L 148-Spores
6. Septic Tank-U 5 L 55-Stephens
7. Retaining Wall-U 1 L 22-Vanderholt
8. Shoreline-U 2 L 106-Weisheit
9. Replace Existing Retaining Wall-U 6 L 83-Wade

**Motion to:** Approve the building permits by Jim Hamilton, 2<sup>nd</sup> by William Nagel

Aye - 5      Nay -0      Abstain -0      Approved as presented: Motion carried by voice vote

B. Tree Removal: U3L225-McLaren, U1L266,271-Schmit, U4L235-Franklin, U2L202,203-Nelson, U2L57-Hagen, U1L166-Sawyer

**Motion to:** Approve tree removal requests by Stan Zeutenhorst, – 2<sup>nd</sup> by Jim Hamilton, William Nagel and Lu Wieland. Aye - 5      Nay -0      Abstain -0      Approved as presented: Motion carried by voice vote.

**Two New Building Permits since Monday:**

1. Stan Zeutenhorst reviewed the request for a retaining wall in unit four (4) lots 17 and 1 Thomas.

**Motion to:** Approve U 4-lot 17 and 18 to build a Retaining Wall to allow a camper to have a flat space made by William Nagel, 2<sup>nd</sup> by Phil Reeves.

Aye - 5      Nay -0      Abstain -0      Approved as presented: Motion carried by voice vote.

2. Stan Zeutenhorst reviewed a situation with the placement of a garage for Gonzalez, Unit 6/Lots 36 & 37. The current stakes would mean the right rear corner of the building would extend over building regulations.

**Motion to:** Approve the garage building if placed 18 inches to the left (when facing the garage) by Stan Zeutenhorst, 2<sup>nd</sup> by William Nagel. Aye – 5, Nay -0, Abstain -0, Approved as presented: Motion carried by voice vote.

**Unfinished – Old Business:**

- A. Lot approach Unit 4 Lot 335 - Dennis Hilmer – Currently enters through the Brush pile entrance is his only access. There are options to install an entrance on either East Park or Shady Lane.

**Motion to:** Offer Dennis Hilmer the option to have an entrance at either East Park or Shady Lane. The lake will do the dirt-work. If Mr. Hilmer wishes to have an entrance off Shady Lane, he would be responsible for the cost of the culvert, which would be installed by the Lake. - by William Nagel, 2<sup>nd</sup> by Phil Reeves and Lu Wieland

	Jim Hamilton	Lu Wieland	Phil Reeves	Stan Zeutenhorst	William Nagel
Aye	x	x	x	x	x
Nay					
Abstain					

Motion passed by Roll-Call Vote

- B. Fence line/repair-U6L49, 50- David Heath

Stan Zeutenhorst shared the request made by David Heath for Holiday Lake to replace a fence between his property and Holiday Lake property

**Motion to:** Install metal posts every 30 feet and cover with PVC pipe and caps, made by - Phil Reeves, 2<sup>nd</sup> by Jim Hamilton

**Holiday Lake Owners' Association, Inc., Monthly Board Meeting, Thursday, October 08, 2015 (continued)**

	Jim Hamilton	Lu Wieland	Phil Reeves	Stan Zeutenhorst	William Nagel
Aye	x	x	x	x	x
Nay					
Abstain					

Motion carried by Roll-Call Vote

**Lot Owner Discussion Items:**

- Lu Wieland spoke on behalf of Amelia Clark Unit 1/Lot 322– Request for a Canvas Painting Event November 1st at 1:00 p.m., proceeds to be used for prizes for the Fourth of July Paddle-Boat Races.

**Motion to:** Grant the request for the Canvas Painting Event, made by Stan Zeutenhorst- Phil Reeves, 2<sup>nd</sup> by

Jim Hamilton. Aye - 5 Nay -0 Abstain -0 Approved as presented: Motion carried by voice vote

- Bruce Cross – Unit 3/Lot 45 shared his concern regarding safety. He stated there is a pole that point towards the road. If someone on a four wheeler would run into the gate edge it could be impale them. Bruce requested the Lake turn so they are not parallel to the road.

President Bille Jean Snyder thanked everyone for their attendance and suggestions.

**Motion to:** Adjourn the meeting - by Phil Reeves, 2<sup>nd</sup> by Lu Wieland

Aye - 5 Nay -0 Abstain -0 Approved as presented: Motion carried by voice vote

Meeting adjourned at 8:17 p.m.

Next Board Meeting: November 12, 2015 at 6:30 P.M., at the Holiday Lake Community Center

Minutes taken and typed by: Lu Wieland, Holiday Lake Board Secretary

Submitted by: Stan Zeutenhorst, Holiday Lake Board Vice-President

Attest to by:

Bille Jean Snyder, Holiday Lake Board President