Holiday Lake Owners' Association, Inc.
Regular Monthly Board Meeting Minutes
Thursday September 8, 2016
Holiday Lake Community Center

Call Meeting to Order by President Bille Jean Snyder Time: 6:28 pm

Board of Directors present:

X	Bille Jean Snyder	X	Carla Bunger	X	Lu Wieland
		X	Jay Hoskey	X	Wayne Worthington
		X	Phil Reeves	X	Stan Zeutenhorst

11 people signed the Monthly Board meeting attendance sign in sheet

Carla Bunger took Roll Call with all Board Members in attendance

President Snyder made members aware:

Meeting will be recorded for the sake of documentation

Everyone attending make sure to sign the Monthly Board meeting attendance sign in sheet. The importance of signing in to each meeting was discussed by President Snyder. A study was done over the last five year which showed an average only 3-5 people per meeting in the colder months. Therefore winter month meetings move to the Holiday Lake office as not have to heat the Community Building for a small number of people

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: No additions or correction to agenda

Adoption of the Agenda:

Motion to accept as presented by: Lu Wieland 2nd By: Phil Reeves

Aye 6 Nay 0 Abstain 0 Motion carried by voice vote

Minutes of August 11, 2016, Regular Board Meeting: Corrections/Additions?

Motion to accept as written by: Stan Zeutenhorst 2nd By: Lu Wieland

Aye 6 Nay 0 Abstain 0 Motion carried by voice vote

Treasurer's Monthly Report: Wayne Worthington read cash report

Motion to accept as presented by: Carla Bunger 2nd By: Jay Hoskey

Aye 6 Nay 0 Abstain 0 Motion carried by voice vote

Bills for September, presented by Treasurer: Wayne Worthington

Motion to accept as presented by: Lu Wieland 2nd By: Phil Reeves

Aye 6 Nay 0 Abstain 0 Motion carried by voice vote

Security – Bruce Rhoads

Bruce stated that it had been a quiet Labor Day Weekend, he did not write any tickets although he did make contact with a few people who were driving a little too fast.

He would like to establish a volunteer 1st responder unit for water incidents that would work with the Poweshiek County Sheriff's Office and set up somewhat similar to the program he is trying to implement with Lost Children. Director Lu Wieland asked if volunteers would receive CPR training. According to Bruce if training would be done/sponsored/paid by Lake liability and/or a permit requirement might come into play. If Bruce organized such a group, could get their own training. Director Stan Zeutenhorst stated this type of situation should fall under the "Good Samaritan" law and that a mom would much rather see someone try to save her child than not.

With the Lost Child program, a text is sent and they are capable of monitoring the gates and handing out flyers, a description of the child and the last place the child was seen is given. For Water incidents all volunteers would receive a text, people may be able to see from their lots what is needed and get the situation taken care of before Sheriff Department can arrive at the Lake. Director Wayne Worthington asked who sends out the text, who makes the decision? Poweshiek Sheriff Office coordinates this communication according to Bruce.

President Bille Jean Snyder stated this proposal seems to have a lot of merit and the board will take under consideration.

Bille Jean Snyder asked about the windows that have been broken and the signs that have been taken, and stated that the Poweshiek County Sheriff was called on both accounts.

Maintenance – Rick Kriegel
Rick Kriegel was not present therefore President Bille Jean Snyder summarized his report:
Installed 2 culverts in unit 3 lot 167 at Kramers and 2 culverts at unit 6 lot 217 for a DJ Rodman.
Cleaned the ditch out on North Lakeshore across from Ed Browns it had filled in with silt.
Fixed some wash out from the 6 inches of rain we received on August 11, 2016
Pick up Scag mower getting repaired in Cedar Rapids.
Met with Poweshiek Water about a leak in unit 5 they waited about 2 weeks before fixing it since couldn't get a good test as proof it was their leak which it turned out it was.
Met with Poweshiek Water on Grant they are going to put a water main up it – work not done it yet.
Brad Maus and I still been mowing the parks twice a week. And Brad Maus weed eating every week and chipping brush.
Took vacation from August 15th through the 22n

Updates

RIZ **-** Bille Jean Snyder reported that they continue to work on projects and try to bring closure before the snow flies. Barbara erosion project looks good but the road is a mess between work and Mother Nature but it will get better. RIZ had an audit in July; this report will be presented when completed. Bruce Rhoads asked if there were any barriers that could be put up for protection. Bille Jean Snyder agreed some type of barrier is warranted.

Water Treatment Research Team – In Connie Sjerven absence, Bille Jean Snyder spoke on her behalf. Alerted members the water would more than likely "turn over" again this fall that it is a normal process and that the water is healthy. Bille Jean Snyder recognized Director Jay Hoskey being willing to work with the water. Jay Hoskey shared his education from Iowa State (fishery &wildlife biology major) and will assist anyway he can using his experience and background. He understands the tremendous focus on the water because if the water is not good, property value goes down. Jay Hoskey also stated that healthy water does have algae to supports plant and fish life but there is a very delicate balance to sustain water quality that will keep the water to where people want to use the lake for swimming - boating - fishing activities.

Community Center Cleaning Fee –
President Bille Jean Snyder announced, at the request of the Community Center Committee, the Board discussed the proposal to use the cleaning fee as outlined on the rental agreement of the Community Center to outsource the cleaning after an event rather than committee members cleaning and donating the cleaning fee back to the Lake to the Committee Center. The Board recognized Kim Pendarvis, Larry Pendarvis and Katie Tomlinson with a round of applause for their time and commitment to the success of the Community Center. President Bille Jean Snyder then turned the floor to Katie Tomlinson to outline the details of the clearing outsourcing.
Katie Tomlinson request as presented **Cleaning Service:** As stipulated in the Rental Agreement when the cleaning service is requested, it will be billed at the rate of $25.00 per person per hour and deducted from the deposit. We feel this is an appropriate fee to be paid to those persons who will be cleaning the Community Center when asked. For the recent rental, the cleaners hired were Laurie and John Denes. Both are employed by Marion Independent School District as head custodian and carpenter. The committee recommend hiring Laurie Denes and John Denes to clean the Community Center after a rental event with the fee being used as payment for cleaning service.
President Snyder entrained a motion to contract John and Laurie Denes to clean Community Center after rentals at $25.00 per hour per person

Motion made by: Stan Zeutenhorst 2nd By: Phil Reeves
Aye 6 Nay 0 Abstain 0 Motion carried by voice vote

Winter Badminton - Lu Wieland stated that she was not ready to discuss at this point.
Playground Equipment – The wood playground equipment built & donated by Fran McAtee, JC Miller and Bill Vileta over time was becoming hazardous not because of abuse but rather from good use and was in need of some refurbishing. Fran McAtee agreed to repair as needed; power washed and sealed all the wooden playground equipment. Holiday Lake responsible for the cost of the repairs

Committee Reports
Community Center –Katie Tomlinson
Pancake Breakfast: Held on Sunday, September 4, 2016; from 7:30 a.m. until 11:30 a.m. Prepared for 600 people and served approximately 570 people. Donations per person averaged out to be $5.12 per plate. Received in monetary donations from vendors supported by lake residents: $695.00. Donation Jar at Pancake Breakfast totaled $2,911.83. After expenses we netted $3,222.63.
Katie Tomlinson on behalf of committee thanked all the sponsors who donated items or money, as well as the volunteers who helped to make this another successful fundraiser.
Plans for 2017 Pancake Breakfast: Planning for 700 people with serving hours changed to 7:30 am to 12:30 pm to accommodate requests for those who would like to attend but can't due to church and to keep the lines moving more quickly. The shifts will be: 6:30 a.m. to 8:30 a.m./8:30 a.m. to 10:30 a.m. / 10:30 a.m. to End (usually an hour after serving is done)/ clean Up only
Holiday Lake and Apparel: Sold: $438.00 worth of Apparel 'N More during Pancake Breakfast. A new design will be available next Spring. According to Signs by Fisher the cost would be the same if we add either a small insignia or a banner on the front of the shirt when the design is on the back.
Infestation of Ants: There are two areas by the door going from the kitchen to the patio as evidenced by sand on the floor. Bille Jean and Ron Snyder sprayed the area with Home Defense. An exterminator will be here on 09-21-16 to remove this problem.

Committee Reports continued:

Burns on countertop by stove: 6 burn marks probably due to the microwave not being mounted above the stove and people pressing on the light switch and leaving it on. Contacted Eugene Kriegel at OK Tops. Bids for either inserting a tempered glass counter saver or to replace the countertop to the mitered corner. Bid for replacing the countertop is $708.12 plus tax. Bid for tempered glass insert (16 inches long and 20 inches wide) is $225 plus tax.

Following discussion, President Bille Jean Snyder entrained a motion to put in tempered glass insert as described by Katie Tomlinson at $225.00 bid by Eugene Kriegel of OK Tops.

Motion made by: Phil Reeves 2nd By: Jay Hoskey

Aye 6 Nay 0 Abstain 0 Motion carried by voice vote

Microwave: Needs to be mounted over the stove to prevent a re-occurrence of burns and to free up counter space. All mounting brackets and booklets given to office after the microwave was donated. Directors will discuss options proposed.

Food-Safe Cleaning products: Bleach can't be used on any surfaces in which food touches as it is considered a toxic chemical per Serve Safe certification. An approved disinfectant has been purchased from Brooklyn True Value and was used this past weekend.

Thorough Cleaning of Building and concrete floor with sealing of concrete: A thorough deep cleaning has not been completed for the past 8 years. An attempt to complete this with volunteers this past June resulted in no one attending except for Kim and Larry Pendarvis. Items to be thoroughly cleaned include windows and screens, walls, baseboards, etc. The concrete floor needs to be deep cleaned and then a sealant put in place.

As of now the Community Center is not rented between 09-18-2016 to 09-30-2016. Request hiring someone to complete this task during the available times. The committee believes thorough cleaning should be done at least yearly, probably in the Spring (after Bean Bag League and before Spring rentals begin). Recommend to have the deep cleaning done this fall rather than waiting until Spring

Equipment rental is $25.00 per day from Brooklyn True Value. Can also purchase products needed from Rusty.

Product bids/costs related to clean/seal 3400 square feet concrete floor:

Johnson Jon Crete High Gloss Sealer: **Total 5 gallons $188.42**

Used by Marion Independent School System for concrete steps with a lot of traffic (300 + students yearly)

High gloss—no buffing needed

Initially need 2 coats then should last 1-2 years before next sealant

SURE CURE: True Value Brooklyn: **Total scub pads, polish pads, sealer $1,177.00**

Recommended for schools: Diamond pads purple 5/$253.00

Polish pads 8/$150.00

Sealer: 2500 square foot coverage for $387.00.

(would need another 1.5 gallon to completely cover 3400 square feet) Total $774.00

Normal Sealant: **Total 5-gallon $132.83**

Normally covers 1200 square foot per gallon would need. Approximately 3 gallons needed for 3400 square feet in first coats

Following discussion, President Bille Jean Snyder entrained a motion to deep clean/seal/wax 3400 square foot of concrete floor buying products from Marion Janitorial Supply Co. with John & Laurie Denes being paid $25.00 per hour per person.

Motion made by: Stan Zeutenhorst 2nd By: Phil Reeves

Aye 6 Nay 0 Abstain 0 Motion carried by voice vote

Why are we still having fundraisers? We continue to raise funds in an attempt to remain a self-sustaining operation and to keep the rental fees affordable for all. The community center remains being utilized for Board sanctioned activities in which no deposit/rental is required. There have been numerous board sanctioned events since January 1st : 21 gatherings for the Church youth groups / 6 Bean Bag League nights / 15 various meetings and elections / 4 Fish Fundraisers / 1 Powell Park fundraisers / 4th of July events (security base, fireworks base, Kid's Carnival and Cruise) / 2 HLCC fundraisers. There has been a total of 11 rentals interspersed between the non-paying usage of the Center.

Fish – Lynn Baustian

Reported ordered 4000 6-8 inch red eared crappie for this fall.

Looking to set a date of February 1st 2017 for the ice fishing tournament. Were able to get a good deal on an ice fishing hut as a raffle prize. Director Phil Reeves asked if non lot owners are allowed to participate in the fishing tournament since he had received complaints. His response to this complaint was it is the only day the lake is open to the public and overall the event is a good one it has made $5,000 for the lake, which the people were nice, cleaned up after themselves. Security Bruce Rhoads said that he had received some complaints too, but that he has never had a problem with non-lot owners returning and causing an issue. Mike Ehrig said that he has received a lot of good feedback also.

Lynn Baustian also mentioned that Kevin Robinson and Brad Maus are no longer on the fish committee. Happy to have Director Jay Hoskey join the committee.

The committee would like to put more structures out for fish habitat, where there is 14-16 ft of water and wondered if cedar trees could be put along the dam if they were out of the way of boating. And would appreciate the board to take into consideration. The Directors agrees there would be follow up discussion around adding additional fish habitat.

President Bille Jean Snyder she would entertain a motion to approve Saturday, February 11, 2017 pending the ice condition as the date for the ice tournament.

Motion made by: Stan Zeutenhorst 2nd the motion by: Jay Hoskey

Aye 6 Nay 0 Abstain 0 Motion carried by voice vote

Committee Reports continued:

Water Quality – No report given

Nomination - Kim Pendarvis – In Kim's absentee President Bille Jean Snyder summarized the final report, as all board members followed along on the hard copies provided.
The 2016 Annual Meeting of the Holiday Lake Owners' Association, Inc. was held on August 13, 2016, at the Holiday Lake Community Center beginning at 9:00 a.m. The lot owners voted for Board of Directors positions in Unit One (1), Unit Four (4), Unit Five (5) and At-large as well as the Proposed Annual Supplemental Fee.
The Election of Directors voting results were as follows:
Unit One, the candidate name appearing on the ballot was Stan Zeutenhorst. Actual votes cast were Stan Zeutenhorst 265; Heath Hershey 6; Dorothy Frederick 3; Bruce Bauer 2; Dan Busch 1. Stan Zeutenhorst was elected to the Unit One board of director's position for a three-year term.
Unit Four, the candidate names appearing on the ballot were Jay Hoskey and Sherrie Witte. Actual votes cast were Jay Hoskey 213; Sherrie Witte 67; Bill Nagel 6. Jay Hoskey was elected to the Unit Four board of director's position for a three-year term.
Unit Five, the candidate names appearing on the ballot were Carla Bunger and Bert Evans. Actual votes cast were Carla Bunger 151; Bert Evans 122; Shannon Hershey 7; Chip Kalina 3. Carla Bunger was elected to the Unit Five board of director's position for a one-year term.
At-Large, the candidate name appearing on the ballot was Wayne Worthington. Actual votes cast were Wayne Worthington 233; Katie Tomlinson 2; Burt Evans 1; Norm DeGeeter 2; Del Sherwood 1; Jack Hoffman 1; Bill Nagel 6; Jamie Hoffert 3; Shannon Hershey 2. Wayne Worthington was elected to the At-Large board of director's position for a three-year term.
The Proposed Annual Supplemental Fee voting results were as follows:
Yes votes were 201; No votes were 97. By majority vote, the Supplemental Fee in the amount of $120.00 per lot owner will continue for a period of 5 years.
Please extend your gratitude to the following persons who served on the 2016 Nominating Committee: Sue Aves (Unit 1); Sue Gannaway (Unit 2); Katie Tomlinson (Unit 3); Linda Vodraska (Unit 4); Bobby Schmitz (Unit 4); Tina Sorensen (Unit 5); and Sherie and Dave McLaren (Unit 6).
In 2017, lot owners will be voting for Directors in Unit Two and Unit Five. The Nominating Committee consists of one person from each unit to serve annually. If anyone is interested in serving on the 2017 committee, please contact Kim Pendarvis @ 641-522-6082.
Submitted by Kim Pendarvis, Chairperson

New Business:

A. Building Permit Applications
   1. Update driveway/landscaping/retaining walls –U 1 L 174 - Schwab
   2. Replace retaining wall-U 2 L 110 - Jensen
   3. Dirt work: Grading/Level/Landscaping-U 6 L 6 – Kriegel

President Bille Jean Snyder noted permit application for Schwab and Jensen are updated application since original plans changed with the project which is important to do to ensure what is one file reflections the action being taken.
Motion made by Wayne Worthington to approve all building permit applications. 2nd by Lu Wieland
Aye 6 Nay 0 Abstain 0 Motion carried by voice vote

B. Tree Removal- None
C. Regular Board Meeting Recorder –Bille Jean Snyder stated the importance of good notes and that this Board wants to make sure there is good record for the future; acknowledged it is tough to an active participate and take notes at the same time. Yes, are recording the meetings for documentation sake however, that the recording equipment is not working well and we all know electronics break down at the most inconvenient time. The bottom line is good records need to be kept! The discussion of having a neutral person one that does not have a role in being engaged in the meeting has been discussed: Additional points were made: Director Stan Zeutenhorst states the hours that he spends already, and does not want to take the minutes; Director Phil Reeves cannot see having a person to take notes asking why spend extra money; Director Jay Hoskey wanted to know how much do we pay and was informed $10.00 per hour; Director Lu Wieland indicated her understanding was Wendy Schwab had always taken notes, written minutes. Historically, minutes have done by Wendy Schwab when the secretary was not available and no one else wanted to do them. From the membership, Dorothy Fredrick requested to make comment and stated she agrees with Director Phil Reeves. Katie Tomlinson also requested to comment stated she to agrees with Director Phil Reeves and wanted to know why recorder is not working. President Bille Jean Snyder clearly stated, have had several times the recorders have malfunctioned, tapes broken, conversations from the floor not captured, new recorders have been purchased to have the same problems occurring even with new ones.
   With no more discussion, President Bille Jean Snyder entertained motion to hire a neutral lake connected individual to be hired at $10.00 per hour to record minutes at regular board meeting and type up the account for the official regular meetings.
   Motion to hire Amy Baetsle to attend meetings and type a draft of minutes at $10.00 per hour made by Stan Zeutenhorst.
   Motion is 2nd by Lu Wieland. President Bille Jean Snyder called for a roll call vote after voice vote results were unclear:

	Carla Bunger **aye**		Lu Wieland **aye**
	Jay Hoskey **aye**		Wayne Worthington **abstain**
	Phil Reeves **nay**		Stan Zeutenhorst **aye**

Motion passed by 4 votes in favor 1 vote against 1 vote abstain

New Business continue

D. Sledding Hill - Belaire Drive - Many years ago when Belaire Drive was closed and identified as a sledding hill, the terrain was different, with no overgrowth, no drop off, it is now full of overgrowth and deeper ditches, and we need to look at the safety of lot owners, the money spent to mow and maintain it. Director Wayne Worthington suggests chaining off, removing sign and letting it go back to nature. Director Stan Zeutenhorst feels that's a good idea.
Motion made to let it go back to "nature" by Phil Reeves 2nd by Stan Zeutenhorst.
Aye - 6 Nay - 0. Abstain – 0 Motion passed by voice vote.

Old Business – Unfinished Business – No old/unfinished business before the board

Lot Owner Discussion Items:
Mrs. Fredrick – Dorothy Fredrick provided a document along with photos on her phone stating her complaint over a driveway being built on lot 1174 Lakeshore Drive has ruined their ability to mow the lawn from the lot line 1172 through the easement on lot 1175 East Ridge Drive. Due to lot owner of U1L174 putting a culvert and gravel on the lot, that it is also making a mess in a ditch that RIZ has already dug out. Mrs. Fredrick wants to know if he got the permits to install culverts? She also states that she has an issue with the temporary retaining wall that has been placed, that it will continue to washout behind the poles (which she feels are not enough or good quality). Mrs. Fredrick also asks "Why the lake didn't watch his construction, and if he will be fined?" She stated that he needs to clean up, has damaged the roads that construction and dirt needs to be completed and have high quality work done-that he has done all work on his own. She also wanted it to be known that she feels that some tree work, such as removing underbrush and removal of small trees so that the lots would be enhanced, and the trees would be healthier.
Bille Jean Snyder let her know that the situation on property U1L174 is one that the Board will continue to be monitored.

Motion to adjourn:
Motion to adjourn by: Phil Reeves 2nd By: Stan Zeutenhorst
Aye 6 Nay 0 Abstain 0 Motion carried by voice vote
Meeting adjourned at: 8:06 p.m.

Next Board Meeting: October 13, 2016 6:30 P.M. Holiday Lake Community Center

Minutes taken by Wendy Schwab and Carla Bunger

Wendy Schwab, Holiday Lake Office Manager Carla Bunger, Board of Directors Secretary

Minutes typed by Amy Baetsle,

Amy Baetsle, Part time office assistant

Attest to by Bille Jean Snyder, Holiday Lake Board of Directors President