

Woodland Campground Association
Board Meeting Minutes 01/13/24 9:00am (Google Meets)

Meeting called to Order:

- Board Member Roll Call: Nikki Tanner, Jody Grow, Owen Burgin, Ruth Brooks, Ryan Hotz, Carl Gates
Pam Sage, Connie Prososki and Jon Foster
- Prior Meeting Minutes – Motion made to forego reading of minutes: Pam Sage
Second: Carl Gates
All In favor: unanimous
- Treasurers Report: Pam Sage
Approval Motion: Ruth Brooks 2nd: Connie Prososki
All in Favor: Unanimous

Account balances:

BMO:

Small Business account:2687	\$108,096.32 includes \$29k deposit
Money Market Plus account:0129	\$195,308.58
Elite Money Market account:1170	\$10,216.74

Bank First:

Checking Account	\$12,778.09
Total in all accounts as of 1/06/2024	\$326,399.73
Other WCA accounts (First Responders, Activities, Kitchen)	\$11,536.72
Still due outside of normal expenses:	
McGuire Iron for the water tower painting	\$20,750.00
Gate Upgrade	\$20,000.00
Pool Covers	\$10,000.00
Total:	\$50,750.00
Balance due on pool loan	\$146,962.01

- Gate Entry System: Had issues with electrical due to weather conditions, Jacksons repaired.
Ruth/Pam: Have received two different quotes and info on what needed replaced and cost. This was a used system when purchased years ago and have put band aides on it along the way. Initially told we could just update the arms, then advised we needed to upgrade entire system.
Jon asked status on the initial company that was supposedly already ordered the arms etc. He asked Ruth for PO and have not heard back, Ruth to follow up.
Owen Burgin asked to reach out again to different companies to get additional bids for comparison and will present them at our future meeting.
Pam will reserve \$20,000 for potential upgrade/replacement of gate system; likely not to occur until mid-season.

- Winter Projects: Ryan/Jon: Projects delayed until weather breaks.
(1) Hydrants leaking to be replaced (2) Install insulation and heater in pool chemical room (3) Rebuilding both well heads and put fence around them (4) Cleaning water room retention tank (5) Replacing 2 valves (6) Putting in High flow pump in water room
- Projects for Marty and Diane: Diane and Marty looking for projects to do.
- Equipment Maintenance – Ryan: Hustler mower at Tys Mower needs paid approx. \$2k. Skag needs to go in for pump repair. New tires on White truck. When weather breaks going to do oil changes etc.
Wants to create a log book for all equipment and keep track of maintenance.
Prior board member Joe Score had created a spreadsheet on equipment at one time.
- Members in Park Winter – Per Marty and Diane at this time no members are staying in the park.
- Snow Removal: due to the excessive snow and extreme low temps. It was decided we only clear main road and in front of the clubhouse. During this time Caretakers have been unable to patrol the rest of the blocks.
- Propane: we are out at the clubhouse. Struggling to get Ferrell gas up there to fill. Tried to source another place. Heaters were purchased. Caretaker checking on clubhouse every couple of hours. The gauges were off, has been corrected.
- Furnace in living quarters regulators froze up due to low temps; has been repaired.
No carbon monoxide detector in quarters; has been purchased and installed.
- Employment – Colorado applicants, have tried to contact no reply.
Nikki in process of posting on Workampers sites, asked Ruth for assistance with further posts.
Need to follow up on the pool manager position.
Not sure who is interested in coming back in office.
Park Manager discussed again; research needs done to determine wages.
Hourly wages: discussed and need to be agreed upon and set
Board discussed and agreed in November 2023 meeting to offer on Workamper a free lot/site to be included with wage and working a required minimum of 30 hours weekly. Weekends required, need minimum of 2 employees on weekends. Update our application paperwork and add 90-day probation period.
Would like to see us have 3-4 working 20-30hrs a week that would provide the good coverage needed.
- Trees: Mike Clausen diligent in environmental role, has reached out regarding tree removal and bid from Jared Tree Service. Approx 45 trees to remove and 5 to be topped. Approx hours 10days total removing stumps also.
Bid: \$35k Jon to put together a contract. To wait until snow is gone and ground dries up to prevent damage.
Ruth Brooks motioned to hire Jareds Tree Service to remove trees
Owen Burgin: Second
Vote: Majority approval
- Park Insurance; American Family no longer provides coverage for RV parks, could not find us replacement coverage. Jon researched and found an independent to cover us for park and all vehicles.
Brocker Karns and Karns Insurance. 1317 N. 16th St Council Bluffs 51501
- Water License: People Services no longer wanted to work with us, contract ended and annual report was not done. Jon is working on annual report to get turned in and has reached out to people holding Class1 and Class2 licenses. Has spoke with someone in Council Bluffs to hold by proxy, working on as well.
- Jon stated he had researched on DNR and found that you can operate without a licensed operator as long as you have someone who is working on obtaining the license. WCA would be wrote up for each month not in compliance until we get someone in place, but still able to operate.

- Park Supplies – Sams Club: problem is not ordering it is the accountant having trouble accessing the credit card on line to pay. Ruth said did not have login. Connie had previously sent email with login and password; Pam offered to resend.
- Park Development email from Bill Gass: Committee wants to add additional parking in campground. North side of the fence by the pool, a path and whole row of parking. Second gravel path to the south of water tower and by the Putt Putt course and volleyball. Expanding at bathhouse in block 15.
Tree Farm: all agreed great idea
Modifying the Pool shed for concession. Great idea
Rock: Jon made a motion that Park will pay up to \$5,000 towards cost this year.
All approved
Bill will need to make motion per other projects he presented if they need to receive the \$2,500 requests.
- Governance: Joe Blackstaad email: Agreed Jan to be the contact for attorney, Nikki to advise her.
Board discussed the progress committee has made and how to proceed to assist them completing documents.
Jon committed to calling Joe to discuss the boards position on the status and will advise board the outcome.
- Nikki proposed the purchase of a plaque memorial for Harp.
Board approved.
- Owen proposed we maintain and replenish the ducks at the pond in Harps honor.
Board approved

Meeting adjourned: Pam Sage Time: 10:50am
Second: Ruth Brooks

Jody Grow - WCA Board Secretary