**Woodland Campground Association**
**Board of Directors Meeting Minutes**
**April 20, 2024, 9:00 am (Clubhouse)**

Call to Order: Nikki Time: 9:39am
Employee meeting was held from 9:00am-9:30am
Roll Call: Nikki, Owen, Carl, Ryan Ruth, Pam and Connie
Absent: Jon Foster and Jody Grow
Prior Meeting Minutes: 03/02/2023
Motion to forego reading of prior minutes: Ruth Brooks and 2nd: Nikki Tanner
All in Favor: ____Yes

Financial Report 4/20/2024: Pam Sage
Motion to Approve: Owen Burgin and 2nd: Ryan Hotz
All in Favor: Yes

| | |
|---|---|
| Account balances: | |
| BMO: | |
| Small Business account Balance:2687 | $364,613.23 |
| Money Market Plus account:0129 | $195,347.43 |
| Elite Money Market account:1170 | $10,241.77 |
| | |
| Bank First: | |
| Checking Account: | $11,254.55 |
| | |
| Total in all accounts as of 02/10/2024: | $570,202.43 |
| | |
| Other WCA accounts; First responders, Activities, Kitchen and Park Dev. | $10,839.14 |
| Still due outside of normal expenses: | |
| McGuire Iron for the water tower painting | $20,750.00 |
| Gate Upgrade | $11,000.00 |
| Park Development Rock: | $5,000.00 |
| Well Fence: | $3,000.00 |
| | |
| Total: | $39,750.00 |
| | |
| Balance due on pool loan: | $96,437.41 |

**Old Business**

- Moving Shed Can redemption: Jon has been working on this; table for now not here to discuss.
- Activity Shed: Lowell has been scheduled to put this together.
- Equipment maintenance: Ryan: Both mowers serviced and now in good working order. Pickup oil changed. Discussed who to keep both of these maintained going forward. Tractors; need serviced have the supplies this is to be completed soon.
- Leins: Research still needs to be completed and discussion with park attorney. Property in block 7 was sold on tax sale; need to get ahead of this process so that park receives proceeds and any outstanding dues.

**New Business:**

- Employee meeting held prior to the board meeting went well. Continue to seek additional maintenance staff.
- Hydrants and Pipes: Hydrants throughout the park need to be replaced; this is a work in progress.
- Rock: Ryan and Jon have worked on sourcing vendors. Ryan working on sourcing the delivery transport.
- Invoice Issues: Billing issues were brought up when New Era was here to assist with due collection. Trailer count process discussed; due to bylaws stating if a trailer is on a lot more than 7 days the member will be charged full lot rent for that lot, trailer count is required to be completed weekly.
In past this process was always completed by an employee. Discussion held for when, how and who to perform this duty this year.
- Grass measuring: Owen proposed a tentative new schedule Monday/Tuesday measure, Wednesday member notified, and the following Tuesday lots will be mowed.
Discussion held, to vote on this later.
- Governance: AOI update, Pam said last update she saw on update is that the committee is waiting for board members to be able to attend meetings and go over all proposed changes. Nikki, will follow up with Joe as there was a miss understanding on expectations. All documents were forwarded to current park attorney; waiting his follow up and guidance to finalize.
- Water system upgrade: Financials discussed; upgrade will be implemented mid-season.
- Water License: New company has been hired; monitoring system upgraded.
  Billing process questioned; Nikki will confirm and advise Pam.
- Time Clocks: Would like us to have 3; office, maintenance shed and pool. Ruth to research best system.
- Shed for Pool cover: purchase from Sam's club to store cover. Ryan will purchase and bring to park.
- Pool: Park will need to remove cover, drain and refill; company will train how to treat water and process to open pool for season.
- Cameras: would like additional cameras purchased and some need replaced.
- Vending Machine: member offered to sell to park. Jon discussed with Park Development to maintain.
  Vote held on board approval: Unanimous
- Utility Trailer purchase: table for now until other projects completed.
- Ryan proposed the purchase of a dump trailer to haul rock; also tabled until other projects completed.
- Bathroom Cleaning: Pat Menard will do cleaning after his water duties are completed.

Nikki: moved meeting to closed session at 10:38am
Motion to Adjourn: Ryan Hotz Time: 11:28am_
2nd: Pam Sage All in Favor: Yes

Woodland Campground Board Secretary,
*Jody Grow*