

Lake Carlos Villas Board of Directors Meeting Minutes  
Sunday, June 9, 2024 (7 p.m. via Zoom)

1) Call Meeting to Order – occurred at 7:05 p.m.

Substitute Chair Jim Overtoom presided over the meeting. Directors Present: Jeff Nelson, Tom Lindquist, Mark Wahlstrom, Judi Johnson, Susan Boris (and Jim Overtoom). Directors Absent: Nancy Seth, Pete Schwingle, Kevin Smith. Owners Present: Tara Barry and Rosemary Schneiderhan. And On-Site Manager Carrie Braaten.

2) Approve Agenda

It was MOVED by Mark and SECONDED by Jeff to approve the agenda. The Motion CARRIED.

3) Secretary's Report

It was MOVED by Judi and SECONDED by Tom to approve the May meeting minutes. The Motion CARRIED.

4) Treasurer's Report

Jim reported the association continues to be working within the approved budget. Income so far through 5-31-2024 is \$421,000, and another \$40,000 is an estimated amount of potential income through year end. The potential surplus at year end is estimated to be \$20,000 to be added to the reserves. Cash on hand today, is \$315,000. Current Reserves are at \$75,000.

It was MOVED by Mark and SECONDED by Judi to approve the Treasurer's Report. The Motion CARRIED.

A Motion for Reconsideration:

It was MOVED by Judi and SECONDED by Jim to reconsider the portion of the Motion at the May 2024 Board meeting regarding taking a \$75,000.00 maturing CD out as cash. Instead, the CD ID number 145879 was renewed as an 8-month CD maturing in February 2025. The Motion CARRIED.

Jim restated to the Board that he requests an approved project plan be in place well in advance for Units 3 & 4 remodeling; Pete's report will be put on July's agenda.

Jim has worked with Spectrum to negotiate solutions for the cable TV issues. Jim estimates that as of right now, our monthly bill for cable should be about \$350.00 less; and the resort is getting upgraded boxes. The missing TV channels will also be added back. Jim also awaits Direct TV's quote for consideration.

5) On-Site Manager's Report

Carrie reported most 'end of stay' survey numerical ratings are good and complimented the staff.

6) Committee Reports

A) Audit Project -- Tom

Nothing new to report. Pending plans are a review of the project plan; and to schedule the 2023 audit.

B) Personnel Committee

Susan gave a short introduction to the new MN Law called the "Paid Leave" law, (PLL) which is a State-run program whereby workers can submit for approval and receive partial wage replacement for additional weeks of leave time per year, for either medical or family reasons. It is funded through an employee and employer increased tax on wages. Reporting about our employees' current wages starts on 7-1-2024; and payroll and employee taxes begin January 1, 2026, when the program begins for workers. The Board will need to budget for this increased expense 0.44% for employers. (Jim, Carrie, and the personnel committee will be working on this implementation). Susan will send an email to the Board with links to learn more about this program.

C) Buildings and Grounds -- Pete

- Sidewalk condition report (high priority).

No report received. No walk-around the grounds has taken place.

- Status updates: Wood Repairs; Burgess Painting company evaluation; Scrapping of lifts; Planning for unit renovations.

No report received. The library grill has been moved.

D) Interiors -- Nancy

The Owners' Weekend report was not received. Nancy traveled to the Villas a second time; and Carrie produced a report of their walk-through; the report will be sent to the Board.

## 7) Old Business

### A) Insurance – Tom

Jeff and Tom reported the property insurance project for this year is completed and ready for the July renewal process. Jim reported that the Villa's workers compensation insurance costs went way up last year (it is based on worker wage data). In Oct./Nov. of 2023 the association was audited by the work comp insurance provider. Additional monies were due, some of which were pre-paid for 2024. This item may be up to a cost of \$5,000 for this year. The costs will continue to rise as staff wages increase.

### B) Owners' survey content – Volunteerism -- Nancy

Drafted survey questions (from Owners' weekend) have not been received.

### C) Rules & Regulations (R & R's) -- Nancy

No report was received.

Kevin Smith and Paul Rudberg were contacted. Paul forwarded copies of the 2022/2023 proposed language, which will be sent to Nancy for the current project. It was noted that the April 30, 2023, Minutes included several items of the proposed R & R's changes that were not made and, thus, need to be revisited.

### D) Owners' weekend ROI report -- Susan

This item is not completed and is being held over to July's meeting.

### E) Board expenses evaluation and policy

Current mileage for Board members traveling to conduct business at the Villas is 40 cents per mile per an old Board Motion. Other than that, we have no written policy on reimbursements or other topics such as complimentary use of units, stipends, etc. The bylaws state Board members may receive no compensation. Mark will lead the drafting of a policy; Jeff will also collaborate.

### F) Major repair projects -- committee formation -- Tom

Jim restated that the sidewalk, painting, roof, and Units 3&4 renovation were top priorities. This item may also be partially covered by new item below, #8A. Chair Jim tabled this until the next meeting.

### G) TV/cable/internet (contract or replacement) project -- Jim

This item was already covered in Item #4 above.

### H) Board & Owners -- Ambassadors program -- Judy

Judy discussed an idea to devise an Ambassador program, whereby owners and Board members, would talk to the other resort owners each week (while there for their certificate week or paid bonus time), to obtain their feedback and to discuss the types of help needed from them as volunteers, whether for just a few hours per year or more. Judi was asked to write up something for the Board to review, and she will collaborate with Tom and the planning team.

## 8) New Business

### A) Future Enhancements project – committee formation

Tom wants us to obtain more information and input from owners via a survey. Owner Tara Barry stated her willingness to volunteer on this topic, including a member survey, and has ideas to share. Tom and Tara will work on this; Jeff has ideas too.

## 9) Date for July Meeting -- Sunday, July 14, 2024, at 7 p.m. via Zoom.

## 10) Executive session

At 8:10 p.m. It was MOVED by Jeff and SECONDED by Mark to begin an executive session for Board members only. The session ended at 8:37p.m.

## 11) Adjournment

It was MOVED by Jeff and SECONDED by Mark to adjourn the meeting at 8:37 p.m. The Motin CARRIED.

APPROVED 7-14-2024

Respectfully submitted, Susan Boris, LCV Secretary