

Lake Carlos Villas Board of Directors Meeting
Sunday, December 8, 2024, at 7 p.m. Via Zoom

Draft – 12-31-2024

1) Call Meeting to Order – at 7 p.m.

Directors Present: Acting Chair Mark Wahlstrom, Jim Overtoom, Judi Johnson, Tom Lindquist, Susan Boris, Kevin Kosse, and Kathy Montag. **Directors Absent:** Jeff Nelson. **Others Present:** Carrie Braaten, On-site Manager; Owners: Rosemary Schneiderhan, Amy Storricks, Becky Klassen, and Terry Swanson.

2) Approve Agenda

It was MOVED by Susan and SECONDED by Tom to approve the agenda with the additions of: a Personnel Committee Report and a short discussion on end-of-year reimbursement of board mileage. The Motion CARRIED.

3) Public Comments

There were no comments made from those present.

4) Secretary's Report

Susan distributed two last minute edits for the drafted Board Meeting minutes of 11-2-2024 via email to all Board members on 12-8-24.

The edits are as follows Under #5 - Treasurer's Report

1) Add to the first paragraph:

The total projected income for the year 2024 is \$472,330, and the total projected expenditures are expected to be about \$441,400. Thus, LCV will have at least \$20,000 to add to the Reserve Fund.

2) AND Change the motion language to read:

It was MOVED by Judi and SECONDED by Kathy to approve the owners' annual Assessment/Dues as stated in the 2025 budget which was approved by the owners at the Annual Meeting.

It was MOVED by Jim and SECONDED by Kathy to approve the November 2024 Meeting Minutes to include the addition and the correction as noted above. The Motion CARRIED.

5) Treasurer's Report

Jim gave the Treasurer's Report, which indicated a total income through November 30, 2024, of \$468,560 and anticipated total non-assessment income of \$469,700 for 2024. Non-assessment expenses through November 30, 2024, were \$405,399, with projected expenses for 2024 of \$468,400.

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

6) On-Site Manager's Report

- Carrie reported that year-to-date, net 38 certificates have been returned to Lake Carlos Villas through November 30, 2024. (48 returned; 10 reissued). Reasons for returns were discussed.
- A snow removal staffing spreadsheet was developed and will track this activity for the upcoming winter season, report to follow.
- A spreadsheet has been developed to track Owner donations for special projects and amenities. LCV has received \$800 to date; Thank you to our donors!
- Mission Mechanical has yet to submit the requested written report for the pool building systems assessment, since 10/28/24. Ellingson Plumbing and Heating will be contacted as an alternate

vendor. The hot tub jets pump needs to be moved up off the flooring of the sub-basement as well.

7) Discuss Open Board Member Position

It was MOVED by Judi and SECONDED by Jim to appoint Brant Kairies to fill the two-year term vacated by Pete Schwingle's resignation. A roll call vote was taken. Directors voting affirmative: Jim, Judi, Tom, Susan, Kevin, Kathy and Mark. Directors voting against: none. The Motion CARRIED.

8) ADA Discussion for Unit #15

Owner Becky Klassen is requesting that unit 15 be remodeled to be more accessible for a wheelchair. Remodeling could include things such as walk-in shower with rails, higher toilet with rails, and build a better deck ramp. Becky will get in contact with contractors to receive several bids for consideration.

9) Updates

A. A/C Units

In May new A/C units will be installed in the units. Jim reported that inside covers could be utilized primarily for the upper-level A/C units. This would cost about \$50/piece.

B. Water Analysis Test Results

Jim reported that Traut Wells completed water testing, with to showing no areas of concern. Kevin reported that they are still waiting for one more test to come back from his facility, but everything is looking good so far. Final results from this lab will be reported later.

C. New FLSA Overtime Rule

Susan reported that a court case out of Texas has implemented a nation-wide suspension of the pending new FLSA overtime rule interpretations to include salary thresholds for exempt positions. Therefore, the LCV On-Site Manager position will remain salaried.

D. Direct TV

Carrie reported that all boxes are in units and are working. Jim dropped off equipment and continues to work with Spectrum.

E. Internet

Jim will be contacting our internet provider Gardonville to explore options for better bandwidth and connectivity.

F. Beneficial Ownership Information/Corporate Transparency Act

Jim submitted the report through a third-party vendor.

10) Personnel Committee Report

Judi reported that LCV has paid by a piece rate system for housekeepers for at least 10 years, started under Nancy Seth. The current hourly rate is \$18. For the next 4 months, Carrie will be collecting data on both a timecard and the existing piece-rate systems. Initial assessment work will be added (light, medium, heavy); and include roving supervision of staff, and final inspections completed before staff leave the premises. The project also includes reviewing housekeeping training programs. Initial assessments will also step up enforcement of fees for any damage and additional cleaning work. A report will be prepared for the board to include October 2024-April 2025 data.

11) Board Expense Reimbursement

A short discussion included that board members may submit mileage reports for reimbursement for trips that were conducted for significant LCV business (and not personal stays nor owners' weekend). Jim confirmed there is money remaining in the budget for this purpose.

12) 9 for 9 and Strategic Plan

A spreadsheet was developed by Kathy with the 9 areas and the Board Members and Owners for each listed. Chairs of each area are to submit short- and long-term goals of the committee to President Jeff.

13) Interval International Renting of Units

Mark forwarded information on LCV's historic information and past decisions on rentals, to Chris at I.I. for review and future comment.

14) Other Business

A. Holiday Party Date

Carrie reported the holiday party will be scheduled for January; she will send an email to the board when the date is selected.

B. Taller Gutters

Carrie reported that the tallest gutters have not been cleaned out for fall maintenance. She sought a bid from Glory Works for cleaning pool building, Unit #20, and Unit #3. The bid also included pricing for leaf guards and pricing for replacement of gutter on unit #4. Another company will be contacted for pricing comparison.

C. Insulation

There was discussion to have the insulation evaluated on all unit buildings.

15) Date of next Board Meeting -- Sunday, January 12, 2025, at 7 p.m. via Zoom

16) Adjournment

It was MOVED by Susan and SECONDED by Tom to adjourn the meeting at 8:56 p.m. The Motion CARRIED.

Compiled as a Recording Secretary:
Carrie Braaten, On-Site Manager

For: Susan Boris, LCV Secretary