

SANDY PINES WILDERNESS TRAILS, INC
BOARD OF DIRECTORS MEETING
March 20, 2020
2:00 p.m. – Administration Conference Room

CALL TO ORDER: Rick Day called the meeting to order at 2:00 pm.

ROLL CALL:

Board of Directors: Onsite: Rick Day, Dennis King; **Remotely Attending:** Ellen Carpenter, Brian Elling, Ginny Hager, Jim Huck, Chad Ostrom, Paul Peppel. Eight of Nine Present.
Absent: Kelly Johnson

Staff Present: Jeff Sweitzer, President and Kimberly Williams, CFO

Guests Remotely Attending: Howard Culter, Managing Audit Partner - Beene Garter; Dan Lynn, Managing Tax Partner – Beene Garter

Finance Committee Members Attending: Remotely Attending: Kim Boer, Bob Schuitman
Absent: Bert Bakhuzyen, Steve Baar, Jim Kuipers, Harold Mast, Jason Myaard

INVOCATION: Dennis King

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: Motion by Elling to approve the December 17, 2019 Board of Directors meeting minutes with support from Hager. All Ayes. **Motion Carried.**

NEW MEMBERS: 16 new park members and 10 transfers. Motion by King with support from Peppel to approve new Park Member applications. All Ayes. **Motion carried.**

STANDING COMMITTEE REPORTS:

***Finance:** Financial Statements reviewed for approval included November 2019 through February 2020 for both Sandy Pines Wilderness Trails and Lake Monterey Golf Course. With the Finance Committee joined in attendance with the Board of Directors in the meeting, Hager asked to verify that all committee members were able to review and ask any necessary questions were asked. Hager also introduced Jason Myaard as one of the newest members of the Finance Committee.

All financial statements and check registers were provided to the Finance Committee members and Board of Directors prior to the meeting for a full review. Hager acknowledged and thanked the Finance Committee for their attendance and time to review.

Williams provided a brief summary review of the Financial Statements for SPWT November 2019 through February 2020 F/S Review. **Motion** by Elling, supported by Hager, to approve the November 2019 through February 2020 Financial Statements for SPWT. All Ayes. **Motion carried.**

Williams provided a brief summary review of the Financial Statements for LMGC November 2019 through February 2020 F/S Review. **Motion** by Huck, supported by Hager, to approve the November 2019 through February 2020 Financial Statements for LMGC. All Ayes. **Motion carried.**

Motion by Day to move to a closed session for legal review and financial review, supported by King. All Ayes. **Motion carried.**

-----Meeting moved to closed session at 2:15pm-----

-----Meeting re-opened at 3:38pm-----

EXECUTIVE / PERSONNEL:

CHAIRMAN COMMENTS: Day mentioned the effect of the COVID-19 virus and we are aware that it is affecting all of us greatly locally and globally. He assured Board and membership that the actions taken place are not being taken lightly. Administration is working and preparing to protect us all with guidance from the CDC and under the county and state health official's guidelines. Decisions are being made based on what the medical professionals are telling us to do and what best practices are. We are following and abundance of caution to protect staff and our members. We recognize this may be an inconvenience, but we are doing our best for all that are involved.

Day gave a reminder with the park's 50th anniversary next year there is a lot of opportunity for members to be involved in planning at many levels. The park last year did hire a coordinator for the planning of the event and if a member is willing to volunteer and participate, please let the Administration office know and we can get you connected with the coordinator and included on the 50th Anniversary planning committee.

Day also provided an update on the building of the North Shore FEMA structure. Both the previous and current Board of Directors have worked closely with the legal counsel over the past couple of years and vetted all decisions out appropriately. The construction of the North Shore FEMA storm shelter will be a tremendous asset to the park in the years to come.

PARK PRESIDENT: Sweitzer provided an update on the COVID-19 update and while these are unusual and unprecedented times, we are all learning together through this process. Administrations focus remains on the health and safety of the staff and members. An update was provided to the membership on March 13 regarding steps for members to protect themselves and taking any necessary precautions to ensure that the virus does not spread into the park, while updates have also been updated to our employee policies as well in regards to interaction between the membership, public and employees. These updates will continue to be provided weekly, daily, hourly as new information becomes available to us. There have been many questions of the what ifs; many of those questions are unable to be answered at this time. However, we will continue to be flexible with the membership with the changes of our office visiting hours and will keep the membership updated.

Sweitzer also provided an update on the Lake Study that was completed at the end of Fall 2019. The updates and recommendations of the Lake Study were provided to the Board as well; which was a 98 page document and included recommendations for lake treatments, variation system, erosion stabilization, fishery habitat improvements, water quality and lake activity. These recommendations come with pros and cons along with cost and some of those that still need to be addressed in the interim are already being completed, such as the lake treatment, which we take care of throughout the year. We will continue to review the next steps with the Board in the new season and part of those next steps will include creating a committee to review and digest the report and make the best decisions for the park moving forward. Day provided additional dialogue supporting the decision to set up a committee to review. Additional dialogue continued within the Board of Directors.

Sweitzer also provided an update on the golf carts that were stored at Superior Carts. With the closing of Superior Carts this has been a concern for the members. Sweitzer has reached out to the owner of the Lake Monterey General Store and set up an agreement that the members will not be having their carts held as hostage. There will be a weekend set and available for members to go in and retrieve their carts and pontoons that have been stored over there. Sweitzer did review the area with the owner, however we cannot guarantee that the work was done on the carts and the members will have to sign off as is with the owner of the property to retrieve the membership property that has been stored over there.

Sweitzer has also recognized that the Finance team has worked hard to turn the financials over on a much more current review and will continue to keep these updated through the new season.

OLD BUSINESS:

Day acknowledged those that attended and helped out at the 2020 WinterFest activities and shared that it provided to be a great opportunity for the membership and all involved.

Day asked for an update on the Pool Committee and they have been working through the review analyzing data and assessing the best opportunities for Sandy Pines. Things are currently on a hold, however they feel they have a great committee to bring things forward into the new season.

Sweitzer provided an update on the Financing Options for the for Sales Department. Administration is working with a potential lender and through both legal counsels and will provide a further update when more is available.

New Business –none

Member Comments – held due to COVID-19 social distancing, however membership is encouraged to reach out to the Board of Directors with any questions they may have at boardofdirectors@sandypines.com.

Meeting Adjournment: with a motion from King and approval from Huck at 4:08 pm.

Next Board Meeting: April 22, 2020 at 7:00pm in the Administration Conference Room and via Remote Connection.

Respectfully Submitted, Jim Huck