

SANDY PINES WILDERNESS TRAILS, INC
BOARD OF DIRECTORS MEETING
May 19, 2023
7:00 p.m. – Phase 1 Pavilion

Minutes

CALL TO ORDER: Ellen Carpenter called the meeting to order at 7:00 p.m.

INVOCATION: Scot Wyman

PLEDGE OF ALLEGIANCE

ROLL CALL:

Board of Directors: Onsite attending was Ellen Carpenter, Rick Day, Ginny Hager, Kelly Johnson, Larry Munger, Stephanie Saypanha, Scot Wyman. Remote: Bob Deckinga, Paul Peppel (All present)

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

NEW MEMBERS: Sweitzer provided a summary of new member sales data from September 2022 through May 19, 2023. The park had a total of 90 sales through this time period; 33 For-Sale-by-Member, 42 through the Sales Department and 15 Transfers. There was a total of 136 new members from Sept 2022 through May 2023, with the following demographics; 2 in their 20's, 15 in their 30's, 31 in their 40's, 34 in their 50's, 37 in their 60's, 15 in their 70's, 1 in their 80's and 1 in their 90's. The breakdown by month is as follows; 30 in Sept, 12 in Oct, 7 in Nov, 3 in Dec, 3 in Jan, 1 in Feb, 12 in March, 11 in April, and 11 in May. Motion by Day to approve the new members from September 2022 through May 19, 2023, with support from Johnson. All ayes. **Motion carried.**

MINUTES: Motion by Wyman to approve the December 16, 2022 Board of Directors meeting minutes, with support from Deckinga. All ayes. **Motion carried.**

STANDING COMMITTEE REPORTS:

***Finance:** The Finance committee reviewed in detail and approved the check distributions and financial statements for December 2022 through April 2023 for both Sandy Pines and the LMGC, which were all approved by the committee in preparation for Board consideration.

Hager deferred the financial statement comments to Williams as she was absent from the May 10th Finance Meeting.

Williams shared that the Finance Committee did meet on May 10, 2023 with a quorum and had a good review and discussion of the December 2022 through April 2023 check reports, financial

statements for SPWT and LMGC as well as a first draft of the preliminary budget for the FY2024 season.

Williams provided a detailed summary review of the Financial Statements for SPWT December 2022 through April 2023. Motion by Munger, supported by Wyman, to approve the December 2022 through April 2023 Financial Statements for SPWT. All Ayes. **Motion carried.**

Williams provided a detailed summary review of the Financial Statements for LMGC December 2022 through April 2023. Motion by Day, supported by Munger, to approve the December 2022 through April 2023 Financial Statements for LMGC. All Ayes. **Motion carried.**

Williams provided a brief review of the preparation and presentation of the first draft of the preliminary budget for the FY2024 season. A key point to the first blush of the budget is the publication of the YTD Midwest CPI Index to adjust for the following years potential increase in operational dues, as documented in the SPWT Bylaws. The March 2023 CPI Index is 4.9%, which will be an increase of \$77 to the operational dues per member for next year, down from 8.6% which was published on March 2022. This amount will be rolled through the preliminary budget for the FY2024 season and accounted for as administration carefully reviews the current operational expenditures and changes through the season and expectations into the next season. Administration will continue to review, adjust and share the changes to the FY2024 budget each month.

EXECUTIVE/PERSONNEL:

Comments from the Chairperson: Carpenter welcomed everyone back to their Happy Place at Sandy Pines and thanked each of the members present at the meeting and their interest in wanting to stay informed on current matters of the park. Carpenter also thanked those who willingly get involved through service in the park and noted that at the end of this season their will be opening for 3 new Board positions. Carpenter is hoping for a good response in those willing to run for the Board. Those interested can obtain a petition to be signed by eligible members and more information on this will be shared in the coming weeks. Carpenter also shared that with the new season and many new hot topics to be review, the Board asks for members to be patient as the Board and staff work through these matters and continue to be kind to the staff.

Comments from the Park President:

- **Welcome back to the 2023 Season :** Sweitzer welcomed the members back to the park for the 2023 season and thanked the Board Members and is looking forward to great weather in the new season and with Memorial Day coming up. The Board meeting in May was held in the Phase 1 Pavilion due to the increase and occupancy overlap of the NorthShore on the same date. Sweitzer also acknowledged thanks for the staff and the work completed in preparation for the 2023 season.

- **Off-Season Updates and Projects:**
 - Maintenance worked hard over the off-season to repair and update the Retail Center to the store and restaurant area in preparation for the opening of the Country Store by Sandy Pines.
 - Maintenance also worked on the construction of a new lean-to for the Train, as directed and required through a recent insurance review.
 - Memorial Day coming up in the next week. Abby Greenfield, as the new Recreation Director has great plans ahead for the full Memorial Day weekend.

OLD BUSINESS:

- **Lake Development Projects:** It has been a challenging off-season for the Lake Development Projects. The Lake Committee has done a phenomenal job identifying and prioritizing the needed projects. A key project the committee is focusing on is the Dam project to as Riprap stone around the edge to help with the erosion and the committee has worked hard on this since October and November 2022; with the guidance of EAGLE, DEQ and Allegan county. The full plan has been approved with the guidance of EAGLE, DEQ and Allegan county, yet Sandy Pines is still awaiting their approval of the plan, and with the delay of approval the contractors are booked through this season so the start of construction will not take place until the Fall of 2023. Another project underway is the Phase 3 well. Sandy Pines did find a favorable spot to put the well. It has been drilled, however the output is not favorable to keep the level up and clear and therefore the team is reviewing the drawing plan again to determine the next steps. A review with EAGLE and DEQ has also suspended the plan to dredge the lake to provide the flow of water from the Pigeon River, without their favor of the plan. Jeff Hopkins and Sweitzer will be reviewing with the Lake Committee a plan for a boat stake procedure and plan with the current boat stake list. There are currently 1490 boat stakes with 1200 assigned and 290 available. The boat stake list currently has 394 members on the list comprising from the most recent month to 10 years, without an option for each member to get a boat stake, therefore the Inspector and Sweitzer will be working on the best possible plan to help address the current challenges of the boat stake list.
- **Restaurant and Store:** The Maintenance team has done a great job working on the clean-up and set-up of the Retail Center. With the most recent departure of Jack Schmidt, Dale Yoder is now taking over the Park and Garden and Golf Rental with the Retail Store operating under the same umbrella. The Retail Store will continue to run under Sandy Pines operations. The restaurant has received inquiries of interest from 7 or 8 individuals. The challenge currently is the need to replace the major equipment from the restaurant that was taken is not available in the Sandy Pines budget, nor are the interested individuals in a position to front the capital expenditure also.
- **Spectrum:** Sweitzer shared that Spectrum was one of the major projects that the Sandy Pines team worked on over the off-season with regular bi-weekly meetings through the off-season and currently Spectrum trucks in the park on a regular basis to complete the setup

and install the internet for our members. Overall, Sandy Pines and Spectrum projected 1,732 members to order their equipment and have it sent directly to Sandy Pines for pick up and self installation. Currently, 1,605 packages have been received, 198 still sitting in the Administration conference room. This leaves approximately 127 that still need to order their modems. Old modems are scheduled to be shut off June 5th, so it is highly encouraged that members that have not ordered or picked up their modems do so as soon as possible to avoid an interruption. Modems still needing to be picked up in Admin are as follows; Phase 1 – 44, Phase 2-36, Phase 3-17, Phase 4-34, Phase 5-51, Phase 6-14 and Phase 7-2. Spectrum is projecting 430 professional installs and to date have installed 297 modems. Going forward with the transition of sales of members, a selling members must turn their modem back in directly to Spectrum and close their account, while the new member will contact Spectrum to set up a new account and pick up the modem directly from a Spectrum Store or sign up for a professional install.

- **Phase 2 Pool:** Sweitzer provided an update of the Phase 2 pool planning and construction. Sandy Pines Administration obtained 2 quotes on the construction of the Phase 2 pool. FCC as one of the bidders was selected as they successfully met the timing and budget of the project. The committee has been going through design reviews and renderings for the final plans and construction and the discussion is ongoing. Middle of July the plan will be frozen, with a final plan of construction provided and the construction is anticipated to start after the close of Labor Day 2023. September and October 2023 will be the major construction of the pool and the other surrounding buildings to be constructed in off-season with an opening of the Phase 2 pool for the 2024 season.
- Munger provided support for discussion of the petitions for the upcoming election of the open Board Member positions to ensure the process and timing of members receiving petitions. Hager supported the discussion to stress the importance of interested candidates to ensure they received enough valid signatures and prevent a petition being disqualified.

NEW BUSINESS:

- **Questions from the Members:** A Face to Phase meeting will be held Saturday, May 20, 2023, at which time the Board and Administration will provide a response to any questions provided from the membership.
- **Resolution 051923 – Swimming Attire Revision** Sweitzer shared that the past few years at the pool there have been concerns with the swimming attire. The Board of Directors work hard to determine how the current rules can support the concerns. This work included the writing of a policy and procedure to support the rule and provide guidance over what is acceptable and not acceptable. Motion by Munger, supported by Peppel, to approve Resolution 051923 to amend the Rulebook Handbook; Section 14, Lake Pool Beach and

Designated Swimming Area Regulations to now address swimming attire. All Ayes. **Motion carried.**

- **Resolution 051923b – Golf Cart Rules and Regulations** Carpenter shared that the review of this resolution is to clean up the rules surrounding the golf carts with the most recent rule of license plates being required and no longer requires a member's site number, etc. Motion by Wyman, supported by Johnson, to approve Resolution 051923b to amend the Rulebook Handbook; Section 12, Vehicle and Traffic Regulations, Subsection b; Golf Cart Rules and Regulations. All Ayes. **Motion carried.**
- **Lake Monterey Golf Course Assessment** Sweitzer provided a brief review over the Administration review of the current Golf Course Assessment reaching the end of its 10-year tenure and future plans for the sustainability of the golf course. The Lake Committee, Finance Committee, Board of Directors and Administration will be reviewing this closely for a potential proposal of a renewal of the assessment. Input will also be gathered from members at the May 20, 2023 Face to Phase meeting.
- **Approval of New Rules Committee Member** Carpenter shared the interest in approving Tammy LaFond as a new member of the Rules Committee. Johnson provided a brief background on Tammy. Motion by Johnson, supported by Day to approve Tammy LaFond to the Rules committee. All Ayes. **Motion carried.**
- **Firearm Policy** Sweitzer provided an update on the Firearm policy in reference to Public Safety. Prior to Sweitzer start date, the park was looking into the possibility of the PA330 structure and needs around that. Since, the park has peeled back from the PA330 setup, but still reviewing the needs of the park with recent incidents close to the park as well as consistent reviews and assessments through outside agencies and officials to determine the requirements surrounding a Firearm Policy in the Park. Within the policy the park will have designated security personnel who have been trained and assessed specifically for approval beginning this season in 2023.

MEMBER COMMENTS:

- Site 803 shared the concern of the boxes from the Spectrum distribution not being recycled and filling up the compactors. It was suggested to share more communication to encourage the recycling of the boxes, as it is an option available within the park.
- Site 438 shared an interest in the Rules Committee considering the use of jet-propelled pontoons on the lake, as supported by information on use provided, including the exclusion of erosion effect from jet propelled watercraft.

Meeting Adjournment: With a motion from Munger and supported by Wyman at 8:10 p.m.

Next board meeting: Friday, June 23, 2023 in Northshore at 7pm

Respectfully submitted, Kimberly Williams, CFO, on behalf of Paul Peppel, Board Secretary