

SANDY PINES WILDERNESS TRAILS, INC

BOARD OF DIRECTORS' MEETING

September 12, 2025

6:00 pm – NorthShore

Minutes

CALL TO ORDER: Craig Van Beek called the meeting to order at 6:00 pm.

INVOCATION: Scot Wyman

PLEDGE OF ALLEGIANCE

ROLL CALL:

Board of Directors: On-site attendees were Rick Day, Pat Doezema, Kolyn Giebel, Ginny Hager, Kelly Johnson, Larry Munger, Craig Van Beek, and Scot Wyman.

Absent: Corey Berens

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

MEMBER COMMENT ON AGENDA ITEMS - none

Welcome New and Returning Board Members: Van Beek welcomed and introduced the new and returning members of the Board of Directors; Corey Berens, Kolyn Giebel, and Kelly Johnson.

EXECUTIVE COMMITTEE NOMINATIONS FOR THE BOARD

Results of Election for the Executive Committee: Van Beek shared that the only contested position on the executive committee was the vice-chair position. Through private ballot vote, the results of the election were 8 votes for Scot Wyman and 1 vote for Larry Munger.

Van Beek shared the following results for the entire executive committee; Craig Van Beek to serve as the Chairperson, Scot Wyman will serve as the Vice-Chair, Rick Day will serve as Secretary, and Ginny Hager will serve as the Treasurer.

APPROVAL OF NEW PARK MEMBERS (August 2025): Sweitzer summarized new member sales for August 2025. Total new sales were 32 for August: 13 through the sales department, 17 for-sale-by-owner, and 2 transfers. There were 43 new members; 1 in their 20's, 4 in their 30's, 8 in their 40's, 13 in their 50's, 13 in their 60's, and 4 in their 70's. **Motion** by Wyman to approve the new members for August 2025, with support from Doezema. All ayes. **Motion carried.**

MINUTES: Motion by Hager to approve the August 2025 Board of Directors meeting minutes, with support from Day. All ayes. **Motion carried.**

STANDING COMMITTEE REPORTS:

***Finance:** VanBeek asked Williams, CFO to provide an update of the financials for August 2025 YTD for both SPWT and LMGC.

Williams provided a detailed summary of the Financial Statements for SPWT for August 2025 YTD. **Motion** by Wyman, supported by Johnson, to approve the SPWT Financial Statements as of August 31, 2025. All Ayes. **Motion carried.**

Williams provided a detailed summary of the Financial Statements for LMGC for August 2025 YTD. **Motion** by Johnson, supported by Hager, to approve the LMGC Financial Statements as of August 31, 2025. All Ayes. **Motion carried.**

EXECUTIVE/PERSONNEL:

Comments from the Chairperson:

Van Beek shared the Board of Directors' mission statement, as published on the first page of the *Sandy Pines Monthly Footprints*:

"The Sandy Pines Board of Directors will provide positive leadership and management direction to ensure the long-term viability and success of Sandy Pines Wilderness Trails, Inc."

Van Beek emphasized the importance of the mission statement, noting that it guides not only the park as a whole but also the responsibilities of each individual Board member. He expressed appreciation for past leaders whose dedication and service have contributed to the park's success, stating that Sandy Pines would not be what it is today without their hard work and leadership. Van Beek further noted that the current Board takes this mission and responsibility very seriously and looks forward to working together in the upcoming year. He welcomed newly elected Board members Corey Berens and Kolyn Giebel and welcomed Kelly Johnson back to the Board.

Comments from the Park President:

Sweitzer congratulated Corey Berens and Kolyn Giebel on their election to the Board of Directors and welcomed Kelly Johnson back to the Board. He thanked Bob Deckinga, Ellen Carpenter, and Paul Peppel for their recent service and leadership. Sweitzer also expressed appreciation to the membership for a successful season, noting that while it was very hot, it was filled with laughter and enjoyable moments. He wished the membership a safe off-season, including safe travels and continued good health, and stated that the park is looking forward to a great 2026 season.

Sweitzer reported that, due to work completed two months earlier in July under the leadership of the Lake Committee and its chairperson, Val, the Board approved the construction of an ADA-accessible walkway near the Northshore building. He noted that an official contract was signed on the morning of September 12, 2025, and that the project is expected to begin shortly, which is positive news heading into the off-season.

Sweitzer concluded by thanking the membership for allowing both himself and Kimberly Williams to serve in leadership roles at the park and expressed appreciation to the Board of Directors for their continued support.

OLD BUSINESS:

- **Point of Sale System Launch**

- Williams reported that the new point-of-sale (POS) system has performed very well to date. While the current system is functional, it no longer meets the growing needs of the park. The new system will replace both the existing point-of-sale system and the current accounting software.

Williams noted that recent discussions with the auditing team highlighted their surprise at how basic the current system is for an organization of this size. The new accounting software will provide enhanced reporting, improved analytics, and expanded capabilities for financial reports and graphs that are not easily produced with the existing system.

The new system package is called **Northstar**, which is part of the broader **Nexus** software platform. One significant benefit is that transactions processed through the point-of-sale system will automatically integrate with the accounting system and flow directly into the financial statements—functionality not available in the current system. While some month-end financial processes will still be required, the time needed to complete them is expected to be significantly reduced.

Williams expressed sincere appreciation to the staff for their patience, diligence, and hard work throughout the training process. Training began the day after Labor Day and consisted of an intensive week of sessions held daily from 9:00 a.m. to 5:30 p.m. Managers also participated in frequent, topic-specific meetings throughout the day, requiring a substantial additional time commitment. Their efforts were noted as critical to the successful implementation of the new system.

The system go-live date is scheduled for **October 1**, aligning with a clean cut-off at the fiscal year-end. The training support team will be on-site beginning two days prior to go-live and will remain available throughout the week to ensure a smooth transition and address any questions. While there will be some visual changes to the system's presentation and interface, the overall expectation is that the new

system will deliver positive returns through improved financial metrics, reporting, and analysis.

NEW BUSINESS:

- **Contractors Off-Season Schedule**
 - Sweitzer stated the current Park Inspector structure was reviewed and transitioned last year to a part-time, year-round position. The Park Inspector's active work period concludes in mid-November and resumes in early March. Due to the off-season absence, the permitting process and most construction activity will pause during the off-season, except for emergent needs or non-permitted site cleanup, consistent with last year's practice.
- **Contractor Dump Fee**
 - Sweitzer addressed member inquiries regarding the \$500 contractor dump fee were addressed. It was noted that this fee is not new, is included in the 2026 budget, and was implemented to address rising disposal costs and unauthorized dumping from outside the park.
- **Docks Off-Season**
 - Sweitzer stated the off-season dock removal policy was reviewed and reported to be working well. Members are requested to clearly label docks with their name and site number to assist with identification during the off-season.
- **Capital Investment Project**
 - Sweitzer provided an update on ongoing capital improvement planning, including infrastructure assessments and departmental requests. Member input will be gathered through surveys and town halls planned for April, May, and June, with the goal of presenting a consolidated funding proposal to the membership for a future vote.

Meeting Adjournment: Motion by Wyman supported by Hager at 6:32pm. All Ayes. **Motion carried.**

Member Q&A – (following adjournment of meeting)

Next board meeting: TBD during the off-season

Respectfully submitted by Kimberly Williams, CFO, on behalf of Rick Day, Board Secretary.