

LAKE HOLIDAY COUNTRY CLUB
Board of Directors Meeting Minutes
Date: September 27, 2005

DRAFT

Attendance: Chris Allison, Frank Heisey, Dave Ingegneri, Chuck James, Doug Legge, Michelle Patterson, Judy Platt, Dolores Smith,

Absent: Kris Tierney, Tom Wallace

Open Forum: No Comments

The meeting was called to order at 7:00 p.m.

Topic:	Discussion:	Action:
Approve Agenda	Tab 12 – Will be changed to “LHEUC Loan Request” and Tab 13 “Issue of Release of Membership List”. Tab 14 – will be “Letters”. Frank Heisey made the motion to approve the agenda as revised. Motion was unanimously approved.	
Review and Approval of Minutes	<p>The following changes to Board minutes were approved. Motion to approve was made by Chris Allison. Motion was unanimously approved.</p> <p>LHCC Special Board Minutes August 25th: One change needs to be made. Chuck James made the motion to approve as revised. Motion unanimously approved.</p> <p>LHCC Board Minutes August 30th: Three changes needed. Chuck James made the motion to approve as revised. Motion was unanimously approved.</p> <p>LHCC Special Board Minutes September 15th: Three changes needed. Chuck James made the motion to approve as revised. Motion was unanimously approved.</p>	
Officer Reports	<p><u>Treasurer’s Report:</u> as of <u>August 31, 2005:</u></p> <p>Cash - \$1,194,026.71; previous month - \$1, 012,346.47; change \$181,680.24 Accounts receivable: Lot Owners \$213,673.56; previous month \$202,366.18; change \$11,307.38 Accounts receivable: LHEUC \$16,251.10; previous month; \$8,997.47change \$7,253.63 Net Income: \$290,651.85; previous month \$61,548.44. A change of \$229,103.41.</p> <p><u>LHCC President’s Report:</u> There were no changes to the President’s Report.</p> <p><u>LHEUC President’s Report:</u> No President’s Report.</p> <p>There were LHEUC meeting minutes from June and July.</p> <p>Dolores Smith spoke with Doris Acker at the Commissioner of Revenue’s office regarding documentation that she had sent earlier. Doris Acker concurred that two lots sec 2 lot 324 & sec 3A lot 449A do not belong to the LHEUC but to LHCC and has made necessary changes.</p> <p>The Ballot for the election and letter being sent with it were reviewed and some revisions were made.</p>	
Management Report	<p><u>2004 Audit & Taxes:</u> A meeting was held at Goldklang’s office on Sept. 8th to discuss both LHCC & LHEUC audits and taxes. In attendance was Harold Goldklang and several of his associates from our accountant/auditors firm, Jon Broom and associate from our attorney’s firm, Mike Kilmer our accountant Chuck James, LHCC Treasurer and myself. The audit was reviewed and it was agreed that Goldklang would make the recommended adjustments and</p>	

Topic:	Discussion:	Action:
	<p>send us an updated 2004 audit. We are still waiting on the revised draft audit. Our accountants and attorney agree that we will not owe substantial taxes for 2004. The revised taxes should be completed by September 30th.</p> <p><u>Bus Stop/Parking Lot:</u> Contract awarded to Pine Knoll Construction on June 29th for \$139,662. Mike Perry, (Lake Holiday, LLC) has moved his trailer. He will not be installing a new one. Projected completion date is November 15th. Notice of the opening date will be made via our web site, notices at the mail stations, front gate sign, e-mail, flyers handed out at the old bus stop area.</p> <p><u>Mail Station:</u> The relocation work continues. The water line from well #9 will not have to be lowered as previously thought. Mike Perry confirmed they will be raising the road.</p> <p><u>Utility/Water Shut-offs:</u> Water shut off at six (6) in September for non-payment of water/sewer fees.</p> <p><u>09/15/05 Fire:</u> On September 15th, at approximately 3:00am a trailer of hay owned by Shenandoah Construction parked in front of the old golf course clubhouse on Country Club Drive caught fire. Carl Steudel, Frederick County Fire Marshall confirmed that it was most likely an arson situation. A \$5,000 reward has been posted and will awarded upon receipt of information leading to the arrest and prosecution of the person (s) responsible for starting this fire. The Board authorized \$1,500 of this amount, with the balance committed by Lake Holiday, LLC and builders.</p> <p><u>Architectural Supervisor:</u> John Cormier replaced Charlie Evert as the Architectural Supervisor effective September 21, 2005. John is a Civil Engineer by education with extensive experience in architectural oversight. John retired in 2003 and moved back to Winchester, Virginia. John will be working closely with the builders and architectural committee to insure that all new construction is done in accordance with our rules and procedures. John will oversee all architectural permit applications from start to finish. He will also monitor, report and inspect Lake Holiday roads repairs and work with our contractor during Phase 3 of the road paving project. John will report directly to the GM.</p> <p>Other questions asked: Semi- Annual Water Report where are we? The report is being worked on and will be submitted on time. Did we get a bid from Wackenhut Patrol Services regarding a person to hire for Lake Patrol? Their estimate was \$15-\$22 an hour but Wackenhut did not know if they could provide us with a qualified person. Lake Culture Reports- 12 tests have been performed. E-Coli were all in the acceptable range. In the future each test should be put on a spreadsheet to look for trends. Frank Heisey commented that grass seed and topsoil need to be put down where the conduit was placed.</p>	
<p>Task Force & Committee Reports</p>	<p><u>Financial Management Task Force:</u> Tax number owed number removed as we will not owe the amount. Will look at the Administrative Salaries projected 2005 number and Explanation for Training & Misc. Expenses</p> <p><u>Development Executive Committee:</u> No Report submitted.</p> <p><u>Dam Task Force Committee:</u> Report submitted. Letter sent to the Commonwealth of Virginia Division of Dam Safety renaming the dam Lake Holiday Dam in place of the Summit Dam. Most recent Piezometers readings are acceptable. There has been significant deterioration of the spillway culverts. This topic is scheduled for further discussion at the Dam TF meeting tentatively scheduled for September 28th.</p> <p><u>Lake Committee:</u> Report submitted. Chris Allison asked Wayne to talk to the</p>	

Topic:	Discussion:	Action:
	<p>Lake Committee Chair and Board Liaison regarding dock standards. Who's responsibility is it? Should not be a Lake Committee function. The Lake Committee does not have enforcement powers.</p> <p><u>Nominating Committee:</u> Judy Platt reported the office had received 17 resumes at the close of business Monday Sept. 12th (Deadline) and all candidates are eligible. Chris Allison commented on the great job that Harriet Smith and Lee Ann Stevens have done serving on the committee.</p> <p><u>Architectural Committee:</u> Report submitted. No discussion.</p>	
<p>Old Business</p>	<p><u>Removal of unusable Water Tank:</u> Frank Heisey made the motion to approve Shenandoah Construction's bid of \$10,000.00 for the complete removal of the tank. The motion was unanimously approved. Pittsburg Tank inspected this tank this year and submitted an estimated price of \$150,000.00 to make the tank usable. Their recommendation was that it was not cost effective to refurbish the tank.</p> <p><u>Reconsideration of Speed Bumps:</u> Frank Heisey made the motion to install speed bumps on Lake Holiday Road at 4 strategically placed locations no more than an 1/8 mile apart and to obtain computer radar from the County one week in advance and one week after to track the speed of vehicles. Allison, Frank Heisey, James, Legge, Patterson voted Yes. Platt, Smith voted No.</p> <p><u>Re-bid on LHCC Lots:</u> During the 12 LHCC Lot bid process we received identical bids on two of the twelve lots. SK Homes submitted the higher re-bid on both lots \$58,000.00. Sec 4A/lot 39 & Sec 8A/lot2. SK Homes is prepared to close on these two lots, along with two other lots that it was the highest bidder on by October 15th. Chuck James made the motion to approve the sales. Motion was unanimously approved.</p> <p><u>Absentee Ballot Policy:</u> Judy Platt made the motion to approve the policy for Absentee Ballots. Motion was unanimously approved.</p> <p>The policy adopted September 27, 2005 by the LHCC Board of Directors regarding absentee ballots is as follows:</p> <p>Eligible Members exercising their right to vote an absentee ballot retain the option of changing that absentee vote up to the deadline for all voting. Once an absentee ballot has been witnessed, mailed to and logged in by the office or registered agent, to change that vote the Member must attend the Membership meeting called for the purpose of that vote and, providing proper identification, request that the ballot be recovered for the purpose of recasting the vote.</p> <p>At the time the balloting for a vote has been closed, the right to change a vote expires.</p> <p>All letters announcing a Membership vote will clearly explain the policy allowing for a Member to change their vote prior to the final deadline for voting. The ballot itself will state that to change the vote will require attendance in person at the designated time and location of the Membership meeting.</p>	

LAKE HOLIDAY COUNTRY CLUB
Board of Directors Meeting Minutes
Date: September 27, 2005

DRAFT

Topic:	Discussion:	Action:
New Business	<p><u>Compliance Committee Recommendations:</u> Frank Heisey made a motion to approve the three recommendations. Motion was unanimously approved. Hearing 1-Cave- Excessive speed in No Wake Area. Hearing 2- Greenwalt - Two Open House signs posted in front of home, corner of Lakeview Drive and Overlook Circle. Hearing 3- Wilfong - Open fire on property, started by contractors. One time assessments of \$50.00 were imposed on Cave and Wilfong. Greenwalt fine \$100.00Committee. Discussion ensued regarding Verburg. Motion was made to approve assessment. Motion approved. Verburg - \$50.00 one time assessment for failing to get approval and permit from the Architectural Committee prior to the installation of his dock. If the dock is determined not to be in compliance then the individual within a specific time period time be allowed to make it in compliance if not, a \$10.00 day assessment up to 90 days may be imposed.</p> <p><u>LHEUC Loan Payment:</u> GM asked for \$200,000.00 loan for payment of LHEUC October bills. Money is going to water line repairs, lift station repairs. Frank Heisey made the motion to approve the \$200,000.00 and that before any additional monies are loaned to the LHEUC that an accrual A/P list & current cash report and obligated funds for the future report and any potential A/P due in 30 days. Motion was unanimously approved.</p> <p><u>Membership Mailing List:</u> Based on POA Act can Members remove their name from the Membership mailing list? GM will look into this.</p> <p>Judy Platt thanked everyone on the Board for their efforts and as stated in an email she sent to all Board Members on June 22nd 05 she will be resigning from the Board as of October 22nd after the Annual Membership Meeting. The pleasure was hers to serve and thought it was a very worth while experience.</p>	
Adjournment	Meeting was adjourned at 9:30pm	
Announcements	Special Board Meeting – 2006 Budget and Clubhouse, October 12 th , 6:30pm LHCC Annual Membership Meeting Reynolds Fire Hall, October 22 nd , 9am Election of Directors	

Respectfully submitted,

Judy Platt
Secretary