

### Member Special Meeting Minutes

**Called to order at 10:00 AM by Jim Apple**

#### **Welcome/Introduction**

- Board Members
  - Jim Apple, President
  - Tara Bubar, Vice President
  - Scott Bjork Treasurer
  - Sean Brown, member at large
  - Troy Shafer, member at large
  
- New Members (New members were introduced and most were in attendance)
  - Jim and Susan LeTourneau, Site 40
  - Cole Wuollet and Amanda Wilson, Site 39
  - Charles and Janet Johnson, Site 37
  - Rick and Jen Benoit, Sites 8 & 9
  - Randy and Tamara Buschmann , Site 32

#### **Budget**

- Current Balances
  - Operating Fund \$40,084
  - Operating Reserves \$10,934
  - Capital Fund \$45,800 (projected YE balance \$20,000)
    - Grounds \$16,850 (Waiting for Advantage Tree Service \$4,800)
    - Insurance Proceeds \$4,061
    - Retaining Wall TBD
    - House \$24,900 (projected to be under budget)
    - Capital inventory conducted in 2022 and will be updated this summer
  - Account Receivable \$5,100 (no past due)
    - ❖ Scott Bjork updated the members on the current state of the finances. There is a possible over budget of staff at this point but we will see how the season progresses. The HLC Board will be conducting an inventory and prioritization list of possible Capital projects during the upcoming months.

- 2023 Projections
  - YTD Actuals plus estimated monthly expenses expected to provide a capital contribution of \$2,400 at year end.

## House Update

- Target for completion is mid-July
  - ❖ There has been much progress made in the fixing up of the HLC House and keeping track of expenses to assure that it will not be over budget. The big expense remaining is the electric wiring, etc.

## Shop Update

- Status of repairs
- Tool Check-Out/Liability Waiver
  - If you need a form, the staff has them in the shop
  - If you need tools from the shop area, have staff or board member retrieve them.
  - Part of the roof collapsed in the winter and received an insurance claim around \$4,000. We are still looking to find a contractor to assist with work but it has been difficult finding someone to come out and take a look at it.
- ❖ Discussion to make sure you have signed the Liability Waiver and they are available on the door outside of the shop. Need to only do this once and not yearly unless the form changes.

## Impervious Surface Coverage

- County Shoreland Ordinance only allows 25% of HLCCA to be impervious surface. The Prior Planning and Zoning inspector informed HLCCA in 2021 that we were close to the limit.
- Rough estimates put us at just under 12,000 sq ft available for impervious surface coverage
  - This accounts for a 400 sq ft RV, 275 sq ft deck, 80 sq ft deck per lot, all HLCCA buildings, decks, walkways, and pool, and septic tanks
  - Per Declarations, maximum size of decks is to be 275 sq ft
  - HLC Board will be enforcing the maximum 275 sq ft deck moving forward.

## Overflow

- Tag boats and/or trailers with name and site number
- ID cards in vehicle windshields with site number, name, and phone number
- If your trailer will not be used, notify the board or staff that they can move your trailer to the septic mound and staff will move it
- Electric usage and parking
- Four designated parking spots for those who have purchased electrical usage up in the overflow parking area.

### **Member Estate Planning**

- Trust
- Transfer on death documents
- Heirs need to apply for membership
  - ❖ If you put your lot into a trust/beneficiary it is important to get a lawyer to assist. We do have some transfer on death documents that members could fill out to state who they would like the lot to go to upon death. People will still have to apply for membership just like they are new owners. There was a discussion about boat slips NOT being inheritable but not sure if that is written anywhere.

### **Sale Documents and Closings**

- Two new documents required
  - Resale Disclosure Certificate (must be provided by HLCCA to seller, seller gives to prospective purchaser)
    - ❖ If you end up selling your lot, please contact the HLC Board so we can assist with requirements for MN.
  - Waiver of First Purchase
    - ❖ The HLC Association has the right to purchase any lot above the price that the buyer was going to pay.
    - ❖ We legally need to complete this waiver, but it would have to be a very unique situation in which the board would use this.
    - ❖ Remember that there are some fees associated with selling/purchasing lots

### **HLCCA 2023 Fee Schedule (Handout)**

- Was handed out and on table

## **Proxy Voting**

- Although allowed by HLCCA Declarations, the Minnesota Common Interest Ownership Act supersedes the Declarations and expressly forbids proxy votes.
- If you are not physically present at a meeting where voting is taking place, you are not allowed to have someone else vote. You must be present or there could also be an electronic vote in which everyone is eligible.

## **Nominating Committee (Tara)**

- One board position up for election this fall
- Discussion about the duties of the committee and basically are asked to engage with all of the associations members and see if there is any interest in being part of the board and bring those names to the HLC Board for discussion. There is NOT a specific opening like President, VP, Finance, etc., and the board decides on yearly positions after the election.

## **4th of July Activities**

- **Will take place on July 1st in the campground and an email will be coming out a week or so before talking about times and locations for events**
  - Potluck and Minnow Races (Tara)
  - Ice Cream Social (Troy)
  - Adult Games (Sean) Corn Hole and Horseshoes
  - Entertainment provided by the Rollie Show 6:00-9:00 on the Gathering Room Deck (Jim/Justin - Site 16) Event for anyone who wants to attend.
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## **Other Notes/Floor Discussion/Questions**

- ❖ Labor Day Breakfast (Pancakes) will be spearheaded by Trish/Nova/Doreen
- ❖ Will be sending out an email about providing “gently used” appliances, etc. to use in the house.
- ❖ Replacing retaining wall will be discussed at a future date

**Adjourn \*Meeting adjourned at 10:42**