

ENCHANTED FOREST PROPERTY OWNERS ASSOCIATION
BOARD MEETING MINUTES
Saturday, December 14, 2019

- (I) Welcome and Call to Order at 10:04 a.m. – President Tony Esson
 - (1) The Pledge of Allegiance
 - (2) Roll Call – Chad Canda, excused; Sarah Holecheck and Brooke Joyner, unexcused

- (II) Agenda
 - (1) Motion made by Aimee Combs to accept Agenda. Seconded by Fred Novak.
 - (2) Approved as presented

- (III) New Business
 - (1) Board Secretary discussion added to agenda.

- (IV) Secretary Report
 - (1) No Minutes from last meeting. Tabled to next meeting.

- (V) President’s Report – Tony Esson
 - (1) Pool Project Update
 - (a) Holding ½ payment until spring. Marcite not completely removed. Review in spring.
 - (b) Locker room moving along. Colors have been picked. Waiting on materials.
\$77,000 paid from money on hand. First draw on construction loan being submitted.

- (VI) Treasurer’s Report – Tony Esson
 - (1) \$65,562.82 on hand

- (VII) Business Manager’s Report – Sherice Villeme
 - (1) Business as usual
 - (2) Lot 242 waiting on lawyer
 - (3) Two abandoned homes. Sherice to find out if these properties have mortgages.
 - (4) Find new attorney

- (VIII) Building and Grounds – Tom Hall
 - (1) Basement moving along
 - (2) Incorrect materials for wall came in. Temporary wall in place.
 - (3) Gas consumption increased due to temporary wall not being insulated.

- (IX) Activities – Sherice Villeme
 - (1) Reported 22 attended Christmas dinner.
 - (2) New Year’s Eve dinner will be December 28 at 5:30 p.m.
 - (3) January – Pancake breakfast
 - (4) February – Super Bowl party

- (X) Budget/Finance - Tony Esson
 - (1) Reported that he prepared 2020 budget
 - (2) Seasonal employees cost higher in 2019 due to longer hours

- (XI) Building and Grounds – Tom Hall
 - (1) No new building variances requested.
- (XII) By-Laws - Fred Novak
 - (1) Nothing to report
- (XIII) Deeded Restrictions
 - (1) Nothing to report
- (XIV) Employee Relations – Chad Canda
 - (1) Chad has submitted salary and bonus recommendations
- (XV) Military
 - (1) Nothing to report
- (XVI) Closed Session
 - (1) Glenn Fielder made motion to go to a closed session, seconded by Tom Jeffery
 - (2) Discussed Sarah Holecheck not doing Minutes or Agenda for meetings. She has personal issues not allowing her to perform duties.
 - (3) Aimee Combs to take over as board secretary
 - (4) Laura Hart-Smith made motion to end closed session, Aimee Combs seconded the motion.
- (XVII) Motion was made by Glenn Fielder to go back to the open session, seconded by Fred Novak.
- (XVIII) Old Business
 - (1) Milfoil
 - (a) Discussed information from DEQ and Dr. Patrick Ruzs on lake condition.
 - (b) Max Grider – Lot #615 – Deeded restrictions provide for private boat launches, lake is our primary amenity, concern that board may want lakefront owners to pay for treatments
 - (c) Tabled. No action on this topic at this time.
- (XIX) New Business
 - (1) 2019 YTD budget through 11/8/2019 we have spent \$13,967.93 over budget
 - (2) Budget for 2020 reviewed
 - (a) Wages increased for 2020
 - (b) Utilities reduced for 2020
 - (c) Project estimated excess income of \$22,500 for 2020
 - (d) Motion by Laura Hart-Smith to approve 2020 budget, seconded by Fred Novak.
 - (e) Budget approved
 - (3) 2020 Dues and Discounts
 - (a) Motion made by Glenn Fielder to maintain dues discount of \$25 on first lot, \$45 on second lot if paid in full by March 1, 2020, seconded by Aimee Combs.
 - (b) Motion Passed.
 - (4) Employee Relations
 - (a) Glenn Fielder recommended 3% raise for staff, plus bonus

- (b) Motion by Fred Novak for full time staff to receive a 3% raise and a \$750 bonus, as well as a \$250 bonus pool for key part-time employees to be distributed by managers at their discretion; seconded by Aimee Combs.
 - (c) Motion passed.
- (5) National Guard F35's - Fred Novak
 - (a) Wisconsin rejected F35's due to noise levels which are much higher than F15 and F16. Concerns for them being flown in our area.
 - (b) No action taken
- (6) Write-Offs
 - (a) Sherice Villeme presented write-off for two lots.
 - Lot #648 - \$1,558.78
 - Lot #27 - \$2,732.43
 - (b) Motion to approve both write-offs was made by Tom Jeffery, seconded by Glenn Fielder.
- (7) Board Secretary Position
 - (a) Motion made by Tom Jeffery to remove Sarah Holecheck as board secretary, effective December 14, 2019, seconded by Glenn Fielder.
 - (b) Motion passed.
 - Note: Add selection of new board secretary position to next agenda as New Business**
- (XX) Public Comment
 - (a) None
- (XXI) Motion to adjourn – motion passed at 12:02 p.m.