

IPVA Board Meeting 7-19-22 10am

Attendees:

- Tony Gonzales (via phone)
- Mike Caughlin
- Gary Lewis
- Mike Klassen
- Trent Hone
- Beth Lang (Portion of the meeting – Audit report)

Agenda

1. **Approval of 2022-23 assessment**
2. **Approval of garbage fee for 22-23**
3. **Financial report**
4. **Golf report**
5. **Elections**
6. **Annual meeting – Sept 10**
7. **Holiday pay benefit need clarifications**
8. **Summer maintenance report**
9. **Clubhouse report and special assessment**
10. **Beer and wine license**
11. **General mgr bonus**
12. **Greens committee**

Gary open the meeting at 10am.

3&4. Financial report & Golf Report

- MikeC gave overview of general economy. Talked about how the park attendance is down but the golf is still doing well. Banks are building up reserves because they believe recession is imminent. MikeC looked into economic numbers and the current situations does not reflect slow down.
- Sue told MikeC that in state vs out state has changed to be more from out of state. More family outings for the course. Rental club volume has gone up dramatically. Marshal program is best ever. Fees have had very little to no complaints. Green fee raised \$1 and cart fees up a \$1.
- Mike covered the balance sheet.
 - Cash on hand up 39K from a year ago.
 - Profit through June 39,600 which is not outstanding. In 2021, 77,600. So we are behind from a year ago. Reason is higher expenses and no May revenue because of rain
 - Week Snow year, raised prices. Through June. 22K this year profit. 19K expenses. 8K expenses last year. We still have addition significant repairs planned. MikeC recommendation is to continue raise prices

- Garbage will probably have 3-4K of profit for this year, but will need to fund reserves. We must look at repainting the garbage bin. Gary showed pictures which is rusting. Gary said that the wear and tear is difficult. The trailer is 6 years old. To sand blast and paint is 8,100. We gave 10K 10 years ago. A new one would cost 15-20K now. The current reserve in Garbage has very little in it. MikeC suggests if we do well with cash and the club house is completed that we should do this. Tony asked if we could take reserves from snow, MikeC said there is not a snow reserve.
- Fees – 91K. More lots built and raise of fees increased this amount from last year.
- ACTION: Gary to look at increasing transfer fees from \$250.
- Golf is behind a little this year, but MikeC believes we will make it up because of the current revenue run rate. MikeC gave Trent a history of what revenue numbers were from 2019-2022 from background. MikeC always wants to break even in June. We were down 8K in rev from yr/yr. One reason for low numbers is timing of cart expenses of \$5K. Rounds are down end of June. Made up with price increases and merchandise (balls, beer, etc). Golf will be in good shape end of July. Probably make \$65K just in July. Last year July was profit of \$68K
- Clubhouse – Two apartments. 10K vs 9K yr/yr. Expenses / Repairs 24K vs 19K last year. MikeC, Gary and Beth made some acct adjustments between clubhouse and golf that was incorrectly allocated. Golf ended up with some more expenses.
- G&A – It is a cost center, general admin. We do allocate out 10K in expenses. 61K expenses this year vs 50K last year. That is due to Gary's salary.
- Water – It used to be a money maker but past few years it has not been a money maker because of expenses. Gary gave Trent an overview of the water area, pipe situation, etc. Outside labor has gone up significantly. Rev 35K vs 32K. 36K expenses vs 21K last year. MikeC says we are not charging enough. Recommendation is to increase fees for water.
- MikeC is not concerned about financials assuming clubhouse siding does not cause financial issues not accounted for.

9. Clubhouse report and special assessment

- We have paid \$132,685 to date
- We owe \$23,415 at job completion
- If the contractor does not complete the work, we will be required to sue and higher a new contractor.
- Gary believes we are 50-60% complete. 20% siding remains, doors, electrical.
- Gary believes the quality of work is not at the level we expected.
- Trent asked if the 186K covered all expenses, Gary said yes.
- Gary and MikeC suggest we go to changing contractor by Aug. 1st. This could cost an additional \$70K (60K for new contractor, 10K lawyer fee).
- 25K was voted in as special assessment once the building is complete. We need to make a decision when to assess.
- Tony suggested that we get estimate of what it will cost to complete the job with the new contractor. Trent concurred.

- **ACTION is for Gary to get estimates to finish siding with existing material and report back to the board to make decision of timing for changing contractors. We will also determine when to assess the 25K.**
- Any extra costs will come from profits from golf course.

1. Approval of 2022-23 assessment

- By-laws require us to create a budget
- MikeC presented the details for rationale of rate increase.
 - CPI index nets out somewhere in the range of 8.6 – 9.1
 - 41.6% increase in energy increase
 - Overall was 9.1%
 - Food is 10.4%
- MikeC is suggesting a 6.5% + \$15 for water for a total of \$1031 (\$70 increase from last year) for with home: .
- MikeK worked it out to appx 7.1% increase which is in line with the inflation especially with energy.
- Trent relayed that he is seeing the same issue with his business, so this should be expected to the community.
- Tony suggested that the snow removal costs justify the increase.
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MOTION:

- **Mike Klassen made a motion to accept the proposal**
- **Trent Hone seconded**
- **All voted yes.**

2.Approval of garbage fee for 22-23

- MikeC believes garbage will have surplus of \$3-4K
- \$8.2K will be required to repair the trailer
- Tony suggested that we also replace the barrings. Gary said the company will remove everything prior to work so no need.
- That will leave \$4.2K to 5.2K for future payment for garbage
- We will borrow from General to pay it with the garbage paying it back through the next few years.
- We will leave Garbage fees the same for upcoming year.
- MikeK made a motion to approve keeping fees the same and fixing trailer
- Tony seconded
- All approved.

5.Elections

- Gary sent letter with requests for nominees for MikeK replacement, completed by July 20. No responses yet.
- MikeK will rerun.

6. Annual meeting – Sept 10

- Aug 10 need to send out mail for annual meeting.
- Mail contains, Cover letter, Agenda, Budget, garbage sign up, nominee information
- ACTION: MikeK will look into Webex / Zoom access and costs and report back to board

7.Holiday pay benefit need clarifications

- Gary covered
- Full time get holiday pay,
- Seasonal workers do not get holiday pay
- MikeC said we should pay Seasonal workers time and half for holiday day if they work.
- MikeK motion to pay time and half for seasonal workers for holidays they work.
- MikeC seconds
- All approve
- ACTION: Gary will update manual and send memorandum to the staff.
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8.Summer maintenance report

- Gary approved road fixes with Russ of \$19K

10.Beer and wine license

- Current license expires September.
- Need Trent to get print card by Aug 15.

11.General mgr bonus

- Board went to executive session without Gary.
- MikeC – motions that we pay Gary from July 2021 – June 2022 revenue 525,380: BONUS = 2,626.90.
 - Trent Hone seconds
 - All Aapprove
- MikeC motions is to readjust timeline to match our financial year of Oct – Sept , we make a one time payment for July, Aug, Sept, paid in October.
 - Trent Hone seconds
 - All Approve
- MikeC motions to Rehire Gary for the same above for 2022-23.
 - Trent Hone seconds

- All Approve

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12. Greens committee

- MikeK suggests that change the bi-laws to remove this
- All agreed to remove
- **ACTION: Gary will draft the letter to be put to vote.**