

# Indian Cove Resort Associations, Inc.

Board of Directors' Meeting

March 2, 2017

Approved

**CALL TO ORDER:** Herb Glaser called the Board of Directors meeting to order at 7:01 pm in the Indian Cove Resort Clubhouse.

**PRESIDING OFFICERS' COMMENTS:** Herb Glaser asked that all beepers and phones be turned off so that the meeting will not be interrupted. Herb reminded everyone that the meeting would be recorded. This meeting is held to conduct the business of Indian Cove Resort Association, Inc. As a reminder, the meeting will follow the agenda. Scheduled agenda items would be discussed first in order of the agenda. Discussion of items not on the agenda would wait until the end of the board meeting. This would allow time to discuss scheduled agenda items. At the end of the meeting, we will open it up to the member's forum.

**ROLL CALL:** The Secretary called the roll. Board members in attendance were: Gary Martin, Chris Shaw, Herb Glaser, and Suzy Burlock. Herb announced that all board members were present and that we had a quorum.

**MINUTES:** Herb Glaser waived the reading of minutes as all board members had received them by email. Minutes approved by the board. Chris made motion to accept the minutes as provided. Suzy seconded the motion and the minutes were approved.

**TREASURER'S REPORT:** Gary Martin read the Treasurer's Report. Details of the Treasurer's report are available for members at Indian Cove Resort's reservation desk.

## **OLD BUSINESS:**

**Employment Advertising:** Workamper News advertising has been posted for seasonal positions needed for the year.

**Storage Invoice Collects:** 77K has been paid to date. 35K still due in for the storage fees.

**Sewer Treatment Plant repairs:** Wayne said the repairs are 50% done and should be completed within a couple of week by the end of March. The major repairs are done and it is just smaller items that need to be completed.

**Handicap Bathroom:** Wayne said the bathroom is completed with the exception of the automatic door opener which is very expensive. He is looking at a small company in California that builds automated door openers for a reasonable price and he would get back to the board on this. Suzy asked about doing an assisted door as opposed to an automated door. She explained that an assisted door is weighted to open easily with very little strength needed and could be less expensive but serve the same need. She said her concern with an automated door with a push button was the kids at the pool playing with the door button. Wayne said he will look at an assisted door as well and get back to the board on costs. He said the door on there now is very easy to open.

## **Store:**

**New POS for the Store:** POS is now connected to Quickbooks and is working correctly.

**Inventory:** Herb asked if the inventory is caught up. Peter said that yes, the inventory is completed and entered.

**By Law Change:** Herb said he received a response for the lawyer regarding the by-law change in using the Reserve instead of a line of credit. Her recommendation was to use a line of credit as it is good accounting practice as opposed to using the Reserve. The reasoning for this change was to pay ourselves the interest instead of the bank. Herb is going to get a clearer definition from our accountant about the accounting practices with regards to this change.

**Annual Budget Meeting:** Herb gave an overview of the budget meeting held on Saturday, February 18<sup>th</sup> by the board with nominees also presents. While the budget has not been approved, he did say that no assessment will be done this year but that we can't announce the dues increase at this time.

**Elections:** There are a total of four candidates for the Director positions and one for Treasurer position. Ballots will be going out tomorrow to all current members eligible to vote.

Herb thanked and acknowledged the hard work of Gary and Suzy that has done since Robin's resignation last January. Gary has put in a considerable amount of time here helping the interim GM and newly hired GM get up to speed and keeping the business of the Cove going. He also recognized Suzy for her time on the weekends working with the GM as

well as getting the annual budget spreadsheets ready for the Annual budget meeting so that the meeting could be run more smoothly and efficiently. Herb reminded the membership that the board is a volunteer position and by donating their time and energy to the Cove, Gary and Suzy have saved the membership thousands of dollars. He mentioned that both of these individuals are up for reelection and he said this is the caliber of people that you want on the board because of their willingness to dedicate their time and experience to the Cove.

#### **NEW BUSINESS:**

**General Manager:** We put a job posting on Workamper News for a new GM and we received an application for a couple who has a ton of experience. Herb introduced the newly hired General Manager, Geoff Blair and his wife, Fran, who will be the Office and Store Manager. He feels their experience will benefit the Cove greatly. Geoff talked about the interview, his experience work camping for the last 8 years and their 2500-mile trip from Arizona to get here in 5 days. He is looking forward to working with everyone here at the Cove and make things better.

Herb said that they will be residing at the Cove as that was one of the concerns of the membership from the last board meeting. Member asked how long the GM would be staying. Gary explained that we worded the ad that it would be a year-round position and one of the key ingredients was someone who was going to stay more than just the season. Geoff said he has no intention of leaving anytime soon. The transition has been seamless from the Peter to Geoff.

Suzy thanked Peter for all of his work he has done for the last couple of months as Interim General Manager.

Member asked if the maintenance crews are going to get the help they need this year. Herb ensured the member that the crews will have the help and equipment they need to do their work.

**Town Hall Meeting:** The Town Hall meeting will be held at Saturday, April 15 at 10 AM. The budget for 2017-18 will be available for the members to review.

**Manager and Maintenance Report:** Manager's report available in the Reservation Office.

Member asked who else was running for the board and wanted them to be recognized as well. Each candidate stood and introduced themselves.

**Byron Martin:** He was an active due service member and has been a member of the Cove for about 2 years. He has thirty years' experience in maintenance and managing of people. He wants to use his experience and help the Cove and meet the concerns of the members.

**Todd Beck:** A school teacher for twenty-seven years in Virginia Beach and has been a member for over 4 years. He wants to make sure the Cove goes in the right direction. He also said after participating in the budget meeting for 8 hours it demonstrates how hard the board works for the membership.

**Mike Swift:** He has been at the Cove for 6 years and runs his own company. His goal, if elected is to make sure the infrastructure is taken care of. He said he loves this place and wants the Cove to be here for his kids in the future.

Herb said when you get the ballots, the candidate resumes are on the ballot. He said there are two Director positions and one Treasurer positions up for election.

Member asked about to give us an idea who is the staff here now. Fran gave an overview of the people in the office and the cross training that is going on in the Store and Reservations. Dave Turner, the maintenance supervisor, went over the maintenance and housekeeping staff that he has working for him. He said they are here to serve you and if you need anything please let him know. Herb mentioned our security staff as well and that it is a 24-hour team. Gary mentioned that we have a bookkeeper, Jackie Livingston who is doing a stellar job.

Member asked if we have to have a license for the swimming pool. Herb said yes, we do that we have two people certified to do the pools. He also asked about having people come in and wash campers for you. We asked him to see Geoff regarding this.

Member asked why work campers were taking premium sites by the water over on Sun Fish circle. Member feels that site is a premium site and feels that he should be on worker's row. The only two site that are occupied by work campers are near the water by the maintenance gate. The board said the reason they are there is for security reasons with respect to the Maintenance area due to issues in the past with theft occurring in the maintenance area and keep an eye on the area. Chris said we have a whole new management team and please give them time to get settled in and this will be a great year.

**A motion was made to adjourn:** Chris made a motion to adjourn. Suzy seconded and the motion passed. The meeting adjourned at 8:06 pm. Next board meeting is Thursday, April 6, 2017.

Respectfully submitted, \_\_\_\_\_

Certified as accurate: \_\_\_\_\_ (Secretary)

Approved: \_\_\_\_\_ (President)