

**CAMPER'S HOLIDAY ASSOCIATION  
BOARD OF DIRECTORS AND BUDGET MEETING  
OCTOBER 25, 2012**

The meeting was opened at 10:00 am by President Norman States.

The Pledge of Allegiance was said.

ROLL CALL: Clyde Banks, Howard Ewert, Sue Flanagan, Tom Livecchi, Hank Meylan, Renie Shaw, and Norman States were present. Quorum established.

PROOF OF NOTICE OF MEETING: The Budget Meeting Notice was mailed on 9-25-12, earlier than the two weeks prior required time frame.

MINUTES: The minutes of the April Business meeting have been approved as distributed.

**PRESIDENT'S REPORT: Norman States**

Due to the disastrous flood in June, the summer of 2012 will long be remembered at Camper's Holiday. The aftermath of Tropical Storm Debby, which caused heavy rainfall and flooding, is still being felt as many unit owners return to the challenges of cleaning up their flooded homes.

The American Red Cross, Hernando County Zoning Department, Hernando County Building Department, Southwest Florida Water Management, FEMA and other agencies visited the park during and after the flood. We had some erosion to the containment ponds and several agencies were contacted to determine if we could obtain assistance in repairing the damage. The only assistance available to a business is a low interest loan with many strings attached.

On a positive note, the high water and saturated ground revealed numerous waste water sewer leaks and repairs are still being made. Thanks to our maintenance employee, Sean Cunningham, the repairs can be made without employing outside contractors.

The Hernando County Transportation Service recently excavated the poor drainage area on Culbreath Road that was causing large amounts of water to run into our park during periods of heavy rain. Hopefully, that will correct the problem.

Along with the flood clean up, several improvements were made in the park this summer. Items completed include: refurbishing the entrance sign, office renovations, updating the picnic area near the pool, painting the pool deck, painting the bathrooms and repair and relocation of the entrance gate. We added the dog run for our owners and guests and added screening fences by the Maintenance area.

Thanks to the Covell Electric Corp. in Brooksville, some used parts were located and the panel for the waste water treatment plant was rebuilt for approximately \$1,200. The cost of replacing the panel would have been approximately \$5,000.

In addition to the six live oak trees that we planted last spring, seven crepe myrtle trees and forty pampas grass were planted around the park to enhance the landscaping.

Sean Cunningham successfully completed the National Swimming Pool Foundation's Certified Pool/Spa Operator course and is now a certified operator. Both maintenance employees are now certified.

We had an increase in the number of groups who camped in the park this summer. We attribute the increase to the advertising done at the FMCA Rally held at airport last winter and additional local advertising.

We are looking forward to a good winter season in the months ahead.

#### **VICE PRESIDENT'S REPORT: Tom Livecchi**

There has been much work done in the campground and common areas. With the flooding in Section D, the cable pedestals were under water. The taps had to be replaced. In addition, there was a cable cut in Section D. All has been fixed.

#### **Lot Transfers 4-03-2012 - 10-25-2012**

Lots Sold (1) C-08

Lots Added (1) D-66

There are currently 26 lots for sale.

#### **Tree Permits 4-03-2012 - 10-25-2012**

There were a total of 7 permits to have trees removed that I issued as Interim Tree Chairman - in Hank Meylan's absence.

#### **PROPERTY MANAGER'S REPORT: Jim Keller, LCAM**

1. Insurance renewal is in January and we can expect a very small increase, if any.
2. Each day that I am at Camper's Holiday I check the sewer pond levels, the lake level, the campground and condo populations and report the statistics to our engineer. He is using these figures to determine what needs to be modified in our sewer system.
3. Water conservation – I still have many water saving devices in the office and they are free to owners. If you have not done the water saving tests our maintenance staff can do it for you.
4. I recommended that we change collection attorneys to Robert Tankel who does not charge any money until the case is closed.
5. I recommended an All Terrain Vehicle to replace our failing maintenance cart. The price is about half of what a replacement golf cart costs. I purchased one of these 2 years ago for my property in New Port Richey and it works great.
6. Campground – I suggested that we email Northern Campgrounds and show them what we have to offer for any of their customers that want to winter in Florida. Terry has been searching email addresses, state by state and sending out our info at no cost to us.

## **TREASURER’S REPORT: Renie Shaw**

### **Financial Report – August 31, 2012**

|                                  |              |
|----------------------------------|--------------|
| Current Assets – SunTrust & BB&T | \$ 19,038.63 |
| Reserves – Bank of America       | \$141,054.92 |
| Total                            | \$160,093.55 |

The Financial Balance Sheet and Income/Expense Statement will be posted on the Recreation Hall bulletin board and Camper’s Holiday web site each month.

You have an opportunity to arrange automatic payment of your condo fees with BB&T. Stop by our office, Jim Keller or I will be happy to supply the forms during business hours.

### **UTILITIES – WELLS – WWTF: Sue Flanagan for Don Gelinis**

This is an update since Norm’s News dated 9-25-12.

In early October, we isolated Pond 3 and it is virtually empty. In mid-October, we isolated Pond 1 from 2 and kept all flow going directly into 1, allowing 2 to lower. Currently, all flow is being routed into the leach field, since it is not totally saturated from the ongoing rains.

We discovered a discrepancy in our existing sewer plant permit: one page says we can put a max of 7,500 gallons per day (gpd) into the leach field and another page says we can average 7,500 gpd annually. Our engineer has submitted a permit modification application and the \$100 fee to the FL Department of Environmental Protection (FDEP) on our behalf. We have asked for the annual average rather than a daily number. The FDEP should approve this in approximately 30 days. Our engineer is still in the process of completing a comprehensive study regarding the leach field and options to add to our capacity.

With all the rain this summer, we have seen 1/2" or more streams running in the manholes. Backtracking, we have identified several drainage issues throughout the park and at individual homes. This week, we have sealed 3 manholes (two in section B and one in Section A by the RV storage area) with hydraulic cement. Homeowners have been notified of any issues.

FL Rural Water Association (FRWA) has come in to calibrate our 4 sewer plant pumps and the pumps at the wells. This is an annual requirement by the FDEP and is a free service provided by FRWA since we are members.

### **STANDARDS: Clyde Banks**

**Inspections** – three (3) units for sale.

**Permits** – ten (10) permits written.

### **SPECIAL PROJECTS: Howard Ewert**

**Post Office project** –I submitted a letter to The Postmaster in May. His response stated that the mail delivery would remain as it is today, a single drop point. He contends that CH fits within the Postal Operations Manual description of “Transient Developments.” The description says in part that transient developments are “...seasonal, even though some families may live in them for extended periods.” A recommendation by Renie

was made to contact Attorney General Pam Bondy. Clyde recommended to shelve the project at this time due to expenses. Both will be taken into consideration.

## **CAMPGROUND, PERMITS – Trees, RV Storage, Rentals: Hank Meylan**

Worms – I will contact John at Global Pest Control regarding prices on treatment this year. We will solicit requests from home owners early in 2013. I had good success with the treatment on my own trees. I would say a 95% kill rate over prior years.

## **COMMITTEE REPORTS**

BEAUTIFICATION: No report at this time.

CAMPGROUND: Renie Shaw – Good Morning, we hope each of you has had a good summer. Camper's Holiday has continued working diligently on projects to improve our campground as well as complete many of the Camping Guests requests.

- 1 The Dog Run is a great addition for Condo Members & C.G.
- 2 F-Section Bulletin Boards
- 3 Painted Site markings
- 4 F-Bath/Laundry has walkways & pavers for ease in access.
- 5 Bathrooms have new chrome parts in showers and proper plumbing for hot/cold water adjustments.
- 6 Trees in the Campground trimmed, as well as removal of dead trees.
- 7 We would like to return to the FMCA Rally in 2013 to run a vendor booth once again as our numbers are under 100% for the season.
- 8 The Tussock Moth Treatment earlier this year helped us keep our customers happy, we hope another treatment will keep us safe from the pest.
- 9 Mailings are another way to increase year round camping guests to come stay at Camper's Holiday.

Thank you to volunteers and our staff for a summer full of work to make our campground guests feel welcome and happy to be here this 2012/2013 Season.

TROOPS: Shirley Harris – There were 26 boxes packed in Oct. We are seeking additional donations for the Thanksgiving and Christmas mailings as there will be a double shipment packed on Nov 16. We can always use more volunteers to help with packing, too.

## **NEW BUSINESS**

### **2013 Budget**

The budget was based on expenditures to date and projected for 2013. Fuel adjustment charges, inflation and reserves were taken into consideration. Proxies were submitted at the meeting. Any leftover monies will be rolled over into 2013 and the financial audit for 2012 will be waived.

MOTION: I move that we approve the 2013 budget with fully funded reserves which results in condominium fees of \$1,114.00 per unit for 2013, or \$278.50 per quarter. Motion made by Norm and seconded by Hank. Motion carried 6-Yeas, 1-Nay.

## **Leins/Foreclosures**

MOTION: I make a motion to ratify the Board of Directors decision to begin foreclosure proceedings on D-19. Motion made by Renie and seconded by Sue. Motion carried unanimously.

## **Campground**

In February, we attended our first RV Rally as a vendor at the Hernando County Airport. We considered it a success due to the many people who commented that they “didn’t know about us,” the people that actually came over to CH to look us over, and the additional groups that stayed with us this summer. Although we really can’t identify a monetary amount, we feel the advertising paid for itself. We would like to attend in 2013 as well. Additional costs will be less since we can reuse the banner and we have plenty of business cards and refrigerator magnets left to be handed out.

MOTION: I make a motion to ratify the Board of Directors decision to secure a vendor booth at a cost of \$372.00 for the Family Motor Coach Association RV Rally in Feb, 2013. Motion made by Renie and seconded by Tom. Motion carried unanimously.

## **Paid Time Off (PTO) for Employees**

Paid Time Off is a feature which provides a "resource" of hours that an employee can draw from to take time off work, without having to specify a reason. PTO hours cover everything from planned vacations to sick days to personal days, which are no longer separated into specific categories. In changing from our current plan, which allowed a maximum of 14 days, the new plan also allows a maximum of 14 days, based on length of time worked at CH. In addition, we implemented a minimum of 4 hour increments of time to be taken rather than an hour at a time.

MOTION: I make a motion to ratify the Board of Directors decision to change individual benefits, i.e., vacation, sick and personal time to paid time off allowing time to be used at the employees’ discretion. Motion made by Tom and seconded by Renie. Motion carried unanimously.

## **Trail Wagon Runabout 200**

We are in need of replacing one of our maintenance golf carts. The cart has two large problems and many small ones. The steering box and differential needs to be replaced along with the windshield and several other small items. The cost of parts would total approximately \$1,000. A new similar cart sells for approximately \$7,000.00 and a three year old used one for approximately \$4,000.00.

Tractor Service sells a utility vehicle that would no doubt meet our needs at a reasonable price. It is built by American Sportworks in USA. The Trail Wagon Runabout 200 would serve our needs and sells for approximately \$3,000.00. A roof and windshield kit is available for approximately \$200.00. The cost of replacement would be taken from reserves.

MOTION: I make a motion to ratify the Board of Directors decision to purchase a Trail Wagon Runabout 200 with roof and windshield kit for approximately \$3,200.00. Motion made by Tom and seconded by Hank. Motion carried unanimously.

## **Catastrophic Insurance Deductible**

How would we pay for our deductible if there was a catastrophe at CH? We cannot use our reserves. It would either be a special assessment or out of operating funds if they were available. The special assessment would be approximately \$60 per unit.

MOTION: I make a motion for a special assessment to pay our insurance deductible if there were a catastrophic event at CH. Motion made by Tom and seconded by Renie. Motion carried unanimously.

## **Emergency Procedures**

Due to the tropical storms and flood in June/July and since there is no written policy on emergency procedures, we would like to develop such a document.

MOTION: I make a motion to develop a written document containing emergency procedures. Motion made by Howard and seconded by Clyde. Motion carried unanimously.

## **ACTIVITIES: Norman States for Bob Butler**

Bingo will begin on Oct 29 and Bingo Snacks will begin on Nov 5.

There will be a Holiday Dinner on Nov 17 from 5 – 7 pm. Cost is \$7 per person. Sign up in the Blue Book by **Friday, Nov 9**. Tickets will be sold by Shirley Harris and Sharon Coon. Take out dinners can be picked up by 4:30 pm.

## **MISCELLANEOUS**

Clyde is looking for someone to take over Euchre and the Golf Scrambles.

NEXT MEETING: December 6, 2012 at 10:00 am.

ADJOURNMENT: Motion to adjourn by Sue and seconded by Clyde. Motion passed unanimously. Meeting adjourned at 11:25 am.

*Sue Flanagan*

Sue Flanagan  
Secretary