

**CAMPER'S HOLIDAY ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 5, 2016**

The meeting was opened at 10:02 am by President Norman States. The Pledge of Allegiance was said.

ROLL CALL: Sallie Dunning, Sue Flanagan, Don Gelinas, Ron Gillespie, Len McClay, Billie Meylan, Hank Meylan, Norman States and Dan Yarsevich were present either in person or via conference call. Quorum established.

PROOF OF NOTICE OF MEETING: The Agenda was posted on Wednesday, March 30, prior to the required time frame of 48 hours.

MINUTES: The minutes of the February Board of Directors Meeting have been approved as distributed.

PRESIDENT: Norman States

General Comments

Our winter camping season is coming to a close, and it has been one of the busiest seasons Camper's Holiday has ever experienced. A record number of campers enjoyed our campground and the many activities. We have a good start on group camping reservations for this summer and rental reservations are ahead of schedule for the fall season. Dan and I will be meeting with our maintenance staff to outline and prioritize the campground work to be completed this summer.

I want to thank the board members for their hours of work and dedication to the board. Special thanks to Len for the extra hours spent this year making contacts with contractors for information needed by the board to make decisions. I hope many of you will express thanks to the members for all the hard work they do on your behalf. Also, thanks to Jim for finding information and answers needed for the tough decisions the board needs to help make good association decisions.

Gatehouse – The gatehouse staff will no longer monitor the telephone for calls received after regular business hours. All after hour calls will be answered by voicemail, and business calls will be returned during the next business day.

Due to liability issues, Camper's Holiday will no longer be responsible for storing, or distributing, unit owner keys. If you have keys stored in the gatehouse, we request that you pick them up as soon as possible, and make arrangements with a neighbor/friend to provide this service for you.

Pool Bath – Several major maintenance issues have surfaced in the pool bathroom that must be addressed. We have contacted two commercial contractors to assess the pool bathroom and make recommendations as to the best process to follow to bring this public restroom into compliance with current codes.

PROPERTY MANAGER: Jim Keller

Attorney Robert Tankel has foreclosed on several properties and continues to pursue any delinquent properties. D-17 is scheduled to be back under Camper's Holiday on April 19.

A very detailed inspection will be conducted shortly and violation letters will be sent to all properties not in compliance with our rules and regulations.

Our Accountant advises that all Camper's Holiday activities groups must report all income and expenses to Qualified Property on a monthly basis. Letters will be sent to all groups advising of the same.

A delinquency list will be provided to the Board of Directors and it is very short.

The year-end financials are available from QPM. Just turn in the request form and you will be mailed a copy.

If you have any changes in your personal information, please fill out a new Owner Information Sheet and turn it in to the Gatehouse so that we can update our records.

I hope to see more of everyone next season.

SECRETARY'S REPORT: Sue Flanagan

Florida RV Trade Association – We have attended the RV SuperShow as a vendor for the past 2 years, resulting in more campers, especially over the summer months as local groups come in. I have received the contract for 2017. Because we have participated in the past, we have priority in selecting our booth space. The rate has increased from \$600 to \$700.

MOTION: I make a motion to secure a vendor booth at a cost of \$700.00 for the Florida RV Trade Association in Jan, 2017. Motion made by Sue and seconded by Len. Motion carried unanimously.

Lot Transfer Process – Marjean Chapman has agreed to take on this process, keeping records of pending sales and following up on actions needed by the buyer and seller. Thank you!

For Sale and For Rent Lists – Although Camper's Holiday is not in the real estate business, we have provided these lists. Maintaining these lists was a time-consuming, "nice" service that was provided, but only benefited a few owners. Ron and Michele Gillespie have agreed to maintain them going forward. Thank you!

D-46 – We have buyers for D-46 (David and Patricia Scheitler)

MOTION: I make a motion to accept the \$9,000 bid plus half the closing costs for D-46. Motion made by Sue and seconded by Don. Motion carried unanimously.

D-47 – We have buyers for D-47 (Charles and Carol Bennett)

MOTION: I make a motion to accept the \$7,500 bid plus half the closing costs for D-47. Motion made by Sue and seconded by Len. Motion carried with 2 No votes: Ron and Hank.

TREASURER’S REPORT: Billie Meylan

Financial Report as of 2-29-16

Current Assets	\$193,199.16
Reserves	\$165,623.77
Total	\$358,822.93

MOTION: I make a motion to accept the Treasurer’s report. Motion made by Dan and seconded by Sue. Motion carried unanimously.

STANDARDS: Ron Gillespie

Work in Easement – The CH Standards Permit has been amended to reflect the need to verify utility and cable locations before doing work in easements. Damage to these while working in easements is the responsibility of the owner.

Five Year Reserve Plan – We have progressed the Five Year Plan and I believe we are ready to approve it as committed to at the last meeting. Not all items for this year have yet been approved, but they are in the plan for information purposes. For example, the Pool Bath is still being discussed. The Plan is attached.

MOTION: I make a motion to approve the 5 Year Reserve Plan as it has been updated. Motion made by Ron and seconded by Sue. Motion carried unanimously.

For Sale and For Rent Lists – I will update the lists at the end of the month. Please provide changes to me or the gatehouse at least two days prior to the end of the month.

Survey Issue – No progress.

North Property Issue – No progress.

ACTIVITIES: Sallie Dunning

Activities has finished with a successful season. A variety of events from the usual to new and some that were questionable. There is always room for change even though we don't like change, improvement to scheduling, notification of events needs much attention. We are working on ways to improve that, so Diane McAdams has stepped up to take over the Activities part of this job. I will still have the Kitchen and try to provide some great meals for you.

Thanks to the support of the residents, dedication of staff and volunteers, and the help of many we have been able to provide paying off the Bingo Equipment, 6 Pool Lounge Chairs, 10 Heavy Duty Card Tables, Large Screen TV, and Park Benches. We have listened to the residents and have tried to make choices that benefit many activities. Providing food and entertainment at a modest cost seems to be a winning combination.

The kitchen has been completely cleaned, the pantry restocked, and an adequate start-up fund maintained for the new season.

UTILITIES: Don Gelineas

GML Coatings will be completing the last of our manhole relining project sometime this summer. GML is the same company who has relined all other manholes and the sewer mains. We have noticed a dramatic decrease in the amount of water seepage into the sewer system since this work has been completed.

MOTION: I make a motion to ratify the Board of Directors decision in hiring GML Coatings to line the last of our manholes at a cost of \$18,500. Motion made by Don and seconded by Len. Motion carried unanimously.

SPECIAL PROJECTS: Len McClay

Gate System – the front gate is to be done this week on Thursday or Friday. A parallel radio receiver is to be added along with 200 radio transmitters. I would like condo owners to exchange their transponders for new ones when the notice comes out.

MOTION: I make a motion to upgrade our gate system by hiring Precision Overhead Garage Service at an expense of \$5,734. Motion made by Len and seconded by Hank. Motion carried unanimously.

Cable TV – is scheduled for change over on April 18th. There will be some disruptions in service. The 80 satellite receivers and racks will be replaced with a new digital headend unit. Hopefully it will be a smooth transition. The programming will stay the same with the addition of the movie channel Encore. We are also adding a Guide.

MOTION: I make a motion to ratify the Board of Directors decision to sign a new 5-year contract with DirecTV, which will result in a monthly reduction of \$670 which equates to a savings of \$8,040 per year. Motion made by Len and seconded by Sue. Motion carried unanimously.

Fencing – the fencing for the water plant, swimming pool filter area and WWTP retention ponds are all complete. I think these areas look much better.

MOTION: I make a motion to ratify the Board of Directors decision to hire Tropic Fence to finish the fence by the water retention ponds at a cost of \$1,600. Motion made by Len and seconded by Don. Motion carried unanimously.

Wi-Fi – Tomorrow we will be testing for some lower serviced areas and add 2 or more AP's. You must remember most of us live in insulated metal buildings and to get your signal inside your structure you should get an antenna receiver and a router. Please do not buy Wi-Fi extenders. These are cheap and are doing considerable damage to our system and your neighbors. They lock onto an IP address and keep rebroadcasting it. This is why you will see EXT. added to the end of a Wi-Fi channel. We have found that most connection problems can be fixed by getting the right settings for your equipment, as all of these devices are different.

MAINTENANCE: Dan Yarsevich

Maintenance – All pantries have been repaired/replaced. Our carpenter is currently working on replacing bath house doors. We have quite a list of projects to do over the summer.

Tractor – We are having problems with the transmission, the hydraulics are questionable and we need new tires at a cost of approximately \$1,000. I have been researching 3 companies and received a verbal quote from Coyote, and two written quotes from Massey Ferguson (~\$8,500 trade in value) and Kubota (~\$10,000 trade in value). Kubota will finance the \$15,500 for 5 years at no interest.

MOTION: I make a motion to accept the quote from Kubota to finance \$15,500 for 5 years at no interest. Motion made by Dan and seconded by Hank. Motion carried with one No vote by Ron.

CAMPGROUND/TREES/RV STORAGE: Hank Meylan

Trees – Norm and I went through the campground and decided on best locations for tree replacement. We had 8 live oaks and 3 holly trees planted.

Tree Permits – D-46 (removal of 1-18” pine touching eave of house {post frame building}, 3-small scrub trees & 1 small 8” pine that was impeding owner from parking trailer on lot) and D-12 (1-9” diameter water oak that is dead and 1-9” live oak that is badly deformed & growing under large oak tree.

Tree Treatment for Worms – 91 trees were treated in the condo area & the campground; there were 41 live oaks treated by individual owners.

Pruning – We will be pruning trees again this summer in the park and hiring A&R Tree Service who is a certified arborist and has a bucket truck.

MISCELLANEOUS

Surveillance System – Norm stated that Len is looking at additional locations for surveillance, i.e., pool, water treatment plant, etc. and we may be able to tie it in with our Wi-Fi system. More research to be done.

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

Sue Flanagan

Sue Flanagan
Secretary

CAMPERS HOLIDAY FIVE YEAR RESERVE PLAN

AREA	ACTIVITY	VALUE JAN 2016	2016	2017	2018	2019	2020
BUILDINGS		\$78,791.65					
	Employee and material						
	Pole Barn Roof Repair/replace			\$3,500.00			
	Pool Bath - remodel/replace		\$75,000.00				
	Finish Rec Hall Siding		\$1,000.00				
	Rec Hall Reroof						
	Partition curtain				\$2,000.00		
	Security Camera		\$2,000.00				
	F Bath Doors		\$500.00				
	Total Cost for Year		\$78,500.00	\$3,500.00	\$2,000.00	\$0.00	\$0.00
	Reserve Value at Year end		\$291.65	(\$3,208.35)	(\$5,208.35)	(\$5,208.35)	(\$5,208.35)

WATER AND SEWER		(\$21,778.24)					
	5 Manhole reseal		\$18,500.00				
	Manhole reseal						
	Fencing - WTP - DR- Pool		\$9,000.00				
	Pump Well #2				\$2,500.00		
	Water treatment plant roof				\$3,500.00		
	Total Cost for Year		\$27,500.00	\$0.00	\$6,000.00	\$0.00	\$0.00
	Reserve Value at Year end		(\$49,278.24)	(\$49,278.24)	(\$55,278.24)	(\$55,278.24)	(\$55,278.24)
TRUCK		\$20,889.79					
	Ford 350- 2000				\$28,000.00		
	Total Cost for Year		\$0.00	\$0.00	\$28,000.00	\$0.00	\$0.00
	Reserve Value at Year End		\$20,889.79	\$20,889.79	(\$7,110.21)	(\$7,110.21)	(\$7,110.21)
EQUIPMENT		(\$20,139.60)					
	Leaf trailer replacement						
	Mower Gravely			\$8,000.00			
	Total Cost for Year		\$0.00	\$8,000.00	\$0.00	\$0.00	\$0.00
	Reserve Value at Year end		(\$20,139.60)	(\$28,139.60)	(\$28,139.60)	(\$28,139.60)	(\$28,139.60)
TRACTOR		\$4,839.07					
	MF 2005			\$20,000.00			
	Total Cost for Year		\$0.00	\$20,000.00	\$0.00	\$0.00	\$0.00
	Reserve Value at Year end		\$4,839.07	(\$15,160.93)	(\$15,160.93)	(\$15,160.93)	(\$15,160.93)
ROAD		\$22,605.32					
	Major road work						
	Total Cost for Year		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Reserve Value at Year end		\$22,605.32	\$22,605.32	\$22,605.32	\$22,605.32	\$22,605.32

AUDIT		\$16,050.05					
	2016 Audit		\$6,000.00				
	Total Cost for Year		\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00
	Reserve Value at Year end		\$10,050.05	\$10,050.05	\$10,050.05	\$10,050.05	\$10,050.05
ELECTRIC GATE		\$4,788.00					
	Gate system update		\$3,000.00				
	Total Cost for Year		\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00
	Reserve Value at Year end		\$1,788.00	\$1,788.00	\$1,788.00	\$1,788.00	\$1,788.00
SWIMMING POOL		\$58,266.08					
	Geothermal Heater		\$14,500.00				
	Pool resurface				\$25,000.00		
	Total Cost for Year		\$14,500.00	\$0.00	\$25,000.00	\$0.00	\$0.00
	Reserve Value at Year end		\$43,766.08	\$43,766.08	\$18,766.08	\$18,766.08	\$18,766.08
CAMPGROUND		\$6,465.64					
	Total Cost for Year		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Reserve Value at Year end		\$6,465.64	\$6,465.64	\$6,465.64	\$6,465.64	\$6,465.64
COMBINED POOL		\$0.00					
	Reserve Contribution		\$67,877.61	\$66,663.00	\$66,663.00	\$66,663.00	\$66,663.00
	Shore erosion repair		\$1,000.00				
	Building Reserve						
	Water and Sewer Reserve						
	Truck Reserve						
	Equipment Reserve						
	Tractor Reserve						
	Road Reserve						
	Audit Reserve						
	Electric Gate Reserve						
	Pool Reserve						

	Campground Reserve						
	Total Cost for Year		\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00
	Reserve Value at Year end		\$66,877.61	\$133,540.61	\$200,203.61	\$266,866.61	\$333,529.61
RESERVE INTEREST		\$2,187.60	\$229.02				
TOTALS	Total Reserve Contribution		\$67,877.61	\$66,663.00	\$66,663.00	\$66,663.00	\$66,663.00
	Total Expenses		\$130,500.00	\$31,500.00	\$61,000.00	\$0.00	\$0.00
	Total Reserve Remaining	\$172,965.36	\$108,155.37	\$143,318.37	\$148,981.37	\$215,644.37	\$282,307.37