

DEER CREEK PHASE II, UDI, POA, CLASS I, INC.  
BOARD MEETING MINUTES  
January 10, 2015

A meeting of the Deer Creek Phase II, UDI, POA, Class I, Incorporated Board of Directors was held as scheduled.

The meeting was called to order by Jim Greenfield at 9:30 a.m.

Directors present: Jim Greenfield-President, Dick Startzenbach-Vice President, Cindy Warrick-Treasurer, Larry Haines-Buildings, Anita Stewart-Secretary and George "Bob" Meister.

Director excused - Donna Stewart-Activities

The Minutes of December 13, 2014, were read by Anita Stewart. Bob Meister motioned to approve the minutes and Dick Startzenbach seconded the motion. The minutes were approved unanimously as read without corrections.

TREASURER'S REPORT (Cindy Warrick)

Savings Account	\$110,351.93
Operating Fund	\$ 47,170.00
Petty Cash	\$ 624.55

The 2014 budget finished \$3652.15 under budget.

The 2015 budget includes \$2,715 for a CPA to complete a "compiled statement" and the CPA will also file our income taxes, which will save the park money. Cindy explained the three different types of audits. She explained that the "compiled statement" is the type that best fits our park's needs.

1. CPA compiled statement, for organizations with a budget less than \$300,000.
2. Review
3. Full audit

Next year's budget is approximately \$8,000 less than the 2014 budget. 2015 will be our financial stabilizing year.

The tax letter showing that all owners paid \$85.44 for 2014 property taxes is in the office. Owners can pick it up at their convenience.

Cindy thanked all the volunteers that helped stuff the owner envelopes in December.

Bob Meister motioned to approve the Treasurer's report and Dick Startzenbach seconded the motion. The report was approved unanimously.

PRESIDENT'S REPORT (Jim Greenfield)

Jim Greenfield appointed the Teller Committee consisting of Jack Cornwell, Sharon Boyer, Jan France and Donna Kyser.

Jim reminded owners that once assigned, moving your RV to another site is prohibited. Jim advised that we will once again be able to send/receive faxes at the office. Sending a fax is free, receiving a fax is 75 cents a page.

DEER CREEK PHASE II, UDI, POA, CLASS I, INC.  
BOARD MEETING MINUTES (Con't)  
January 10, 2015

ACTIVITIES REPORT (George "Bob" Meister)

Checking Account	\$1,563.30
Petty Cash	\$ 75.00
Savings Account	<u>\$4,908.06</u>
Total	\$6,546.36

Bob reported that we have 331 active members and 14 in collections. At this point in time, he was unable to determine the number of members who were late.

Bob reminded everyone to check the Activity Calendar for up-coming events. There was a great turnout for today's breakfast, 107. The Annual Variety Show will be held Friday, February 13, and this year's theme is "We're Going to Vegas". Cost is \$5.00. Bob thanked all the volunteers.

Volunteers are needed for the park's Work Day on January 17.

Dick Startzenbach motioned to approve the Activity Report and Cindy Warrick seconded the motion. The report was approved unanimously.

BUILDINGS REPORT (Larry Haines)

Larry reported that the back door in the Clubhouse has been repaired. The new air conditioning unit was installed in the park model January 6th. He reported that the buildings are in good condition.

VICE-PRESIDENT'S REPORT (Dick Startzenbach)

Dick reported a liquid chemical blanket will be used on the pool as a trial for one year. The approximate cost is \$100 a season. This replaces the need for a solar pool cover. The broken pool heater was under warranty and, therefore, was repaired at no charge.

Changing oil/draining radiator/leaking vehicles, etc. is prohibited on sites.

Dick obtained three bids to repair the holes outside the gate and to add extra parking. A determination must be made as to who will repair the access road. He is also checking on pricing for plastic speed bumps.

Dick thanked Butch Cornwell for installing the flag holders on the wall.

Dick also reported that the Polk County Engineer approved a 20' retaining wall be constructed as part of the swale project. The contractor will begin work January 26th and will continue until the swale is completed. Charles Stewart advised that after the sod is laid, sprinklers will be running in the evening.

NEW BUSINESS

Bob Meister read the newly created "Board of Directors Requirements and Running Criteria", effective February 1, 2016, which is located in the Owners Reference Packet as Section VII and is posted separate on the Bulletin Boards. Board members serving prior to February, 2016, will be grand-fathered in at previous Board requirements. The document is attached to the minutes.

Dick Startzenbach motioned to approve the Board of Director's Requirements and Running Criteria, and Cindy Warrick seconded the motion. Motion approved unanimously.

Bob read the updated "DEER CREEK PHASE II, UDI (FAWN RIDGE), RULE CHANGES AND ADDITIONS (Owner's Reference Packet)"

SECTION I RULES & REGULATIONS

Section I, Item #9 (addition) "Service Dogs only with papers indicating such. No dogs are allowed around food preparation, or serving."

Section I, Item #10 (addition) "Only dogs belonging to UDI Owners allowed in the Park."

Section I, Item #16b (change) "Guests will be permitted on RV Sites, or Park Models during February."

Section I, Item #29 (change) "Once assigned moving to another site is prohibited."

Section I, Item #34 (change) "Maintenance Fee is \$460.00 per year, \$480.00 if paying quarterly. After January 31<sup>st</sup> with late fee total is \$506.00, after February 28<sup>th</sup> with late fee total is \$556.60".

Section I, Item #45 (addition) "Overnight parking of vehicles at the Clubhouse is prohibited. Extra vehicles are to be parked along the fence by the entrance road. Do not park vehicles on the concrete pad in front of the office."

Section I, Item #46 (addition) "Changing oil/draining radiator/leaking vehicles/etc. are prohibited and you will be charged for cleaning the site."

Cindy Warrick motioned to approve Rule Changes and Additions, Section I, and Dick Startzenbach seconded the motion. Motion approved unanimously.

SECTION II LEASING "WEEK OUT/BUY OUT" GUIDELINES

Section II, Item #3 (change) "Fee is \$20.00 per day including user fee, or \$125.00 per week".

Section II, Item #11 (addition) "Based on the low volume of RV's utilizing the Park from May 1<sup>st</sup> to November 1<sup>st</sup> Owner's going from a Buy-out to a Reservation/Reservation to a Buy-out do not have to move their unit from the site".

Dick Startzenbach motioned to approve Rule Changes and Additions, Section II, and Jim Greenfield seconded the motion. Motion approved unanimously.

SECTION III STORAGE AUTHORIZED/UNAUTHORIZED

Section III, Item #1 (change) "Storage will be allowed from March 1<sup>st</sup> until January 3<sup>rd</sup>".

Section III, Item #3 (change) "Storage Fees"

Site Fee Per Day (No Electricity) \$2.00

Site Fee Per Day (Electricity, No AC) \$3.00

Site Fee Per Day (Electricity with AC) \$5.00

Section III, Item #7 (change) "Owners are permitted to have their RV unoccupied for a maximum of 96 hours upon notification and approval of the Park Coordinator".

Section III, Item #9 (addition) "Storage of utility trailers, dollies, motorcycle trailers and extra vehicles are to be stored in the designated storage area and is for "on-site" owners only. A copy of the "registration" shall be provided to the Park office".

Dick Startzenbach motioned to approve Rule Changes and Additions, Section III, and Anita Stewart seconded the motion. Motion approved unanimously.

SECTION IV RULES FOR USE OF THE CLUBHOUSE

Section IV, Item #10 (change) *“Activity Committee Meetings are held when scheduled following the Board Meetings during the months of November through March, unless otherwise scheduled”.*

Cindy Warrick motioned to approve Rule Changes and Additions, Section IV, and Anita Stewart seconded the motion. Motion approved unanimously.

SECTION V FEE SCHEDULE

Updates & Changes

<i>Mandatory User Fee</i>	<i>\$2.00 per day</i>
<i>Park Model One Bedroom (Owners Rate)</i>	<i>\$30.00 per day</i>
<i>Park Model One Bedroom (Family Member-Guest Rate)</i>	<i>\$40.00 per day</i>
<i>New Park Model One Bedroom (Owners Rate)</i>	<i>\$40.00 per day</i>
<i>New Park Model One Bedroom (Family Member-Guest Rate)</i>	<i>\$45.00 per day</i>
<i>Park Model Two Bedroom (Owners Rate)</i>	<i>\$40.00 per day</i>
<i>Park Model Two Bedroom (Family Member-Guest Rate)</i>	<i>\$50.00 per day</i>
<i>Storage Fee (No Electricity)</i>	<i>\$2.00 per day</i>
<i>Storage Fee (Electricity No AC)</i>	<i>\$3.00 per day</i>
<i>Storage Fee (Electricity w/AC)</i>	<i>\$5.00 per day</i>
<i>Present Maintenance Fee</i>	<i>\$460.00 per year</i>

Cindy Warrick motioned to approve Rule Changes and Additions, Section V, and Dick Startzenbach seconded the motion. Motion approved unanimously.

ADJOURNMENT

With no other business to be discussed, on a motion by Bob Meister, seconded by Cindy Warrick, the meeting was adjourned at 10:30 AM.

Respectfully submitted,

Anita Stewart, Secretary

Attachment

**DEER CREEK PHASE II, UDI, POA, CLASS 1, INC.  
“FAWN RIDGE”**

**BOARD OF DIRECTORS REQUIREMENTS AND RUNNING CRITEREA**

**“Being an Owner serving on the Board of Directors requires dedication, volunteerism, contribution of time and thankless hours of work consisting of attending regular meetings, special meetings, workshops, budget preparation, overseeing projects, participating/attending functions, etc. The bulk of this transpires from the first of November and continues through March.”**

**In order to maintain continuity with respect to the task required the following is either existing, or being instituted:**

- 1. Voting for Board members will consist of three (3) members one year (odd year) and four (4) members the following year (even year) with each serving a two (2) year term as specified in the Covenants.**
- 2. An Owner seeking to serve on the Board of Directors shall have been an Owner in “Good Standing” for a minimum of two (2) years, and must continue “Good Standing” throughout their term.**
- 3. By December 1<sup>st</sup> Owner’s must announce to seek election to the Board by placing their announcement explaining desires, qualification and containing a picture of themselves on the bulletin board at the Office, bulletin board at the Clubhouse, and providing a copy to be placed on file at the Office as specified in the Covenants.**
- 4. Owner’s seeking election to the Board must be free of any criminal, financial, or civil actions before filing for the Board since our financial institution does a follow-up check before authorization can be granted for signing checks and other related documents.**
- 5. It is important that all Board Members be on sight one week prior to the November Board Meeting to participate in essential workshops for the development and creation of the Budget to be voted on at the November Regular Board Meeting.**
- 6. Board Members are expected to be in attendance for all Regular Scheduled Board Meetings (November Board Meeting, December Board Meeting, January Board Meeting, February Owner’s Meeting and February Board Meeting) unless excused due to unforeseen circumstances by the Board President, or his/her designee.**

*Effective February 1, 2016*