

Approved via email

**Harbour Village Resort Board of Directors
Meeting Minutes
Skype Video Meeting
April 11, 2020**

Call to Order:

President Derek Bell called the meeting to order at 12:15 p.m.

Present: President Derek Bell, Vice-President Jason Haines, Secretary Paulette Kussow, Treasurer Sue Vandermeuse, Member Barrett Stueck, Member John Niedbalski, Member Paul Bort, Member Brian Wallace, Member Mary Pekarske-Siers, General Manager Anne Fiorello

Consent Agenda:

- Manager's Report: April 11, 2020
- Financial Report: February 2020
- ***Motion made by Jason H. and seconded by Barrett S. to approve the Consent Agenda. Motion carried unanimously.***

Open Session: Questions via email from UDI Seasonal.

- Has Management/Board had discussions on how they are going to prorate dues to condos, UDIs and UDI Seasonals?
 - ***As of right now, it is business as usual.***
 - *The business has to run. Bills have to be paid.*
 - ***All members are expected to pay their dues on time.***
 - *Wristbands will not be given out unless dues are paid in full.*
- Statement about the start of the camping season.
 - ***Members: Harbour Village Declaration, Article V, 2. Unit Use – The normal camping season shall be from May 15 to October 15, when normal services will be available, weather permitting. The Board of Directors reserves the right to change the length of the camping season, from time to time, as deemed necessary. Access shall be available, though, during all times of the year, but at times other than during the normal camping season, only limited services shall be available.***
 - ***Public Seasonals: Last page of the Seasonal Admission Agreement clearly shows the dates as May 15 – October 15.***
 - *Discussion: The last few years, a separate letter was used for signing the Seasonal Admission Agreement rather than the last page of the Agreement that is a signature page. It was found that there was a typing error on the opening camping date on some of these letters.*
 - ***Anne will be working on getting these letters amended.***
 - ***Strongly recommended that Management go back to using the last page of the Seasonal Admission Agreement for signatures each year. All the information for seasonals will be on that one form rather than in multiple locations.***

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- Asked for verification concerning going to the park to check on site/property.
 - *As Board President, Derek Bell, stated in his email letter, “Harbour Village is currently closed as it is our off season. We have also closed all roads and buildings due to the current conditions. We are asking that all of our members comply with Governor Evers “Safer at Home” order. Door County has also asked all lodging entities to consider reducing the risk to our neighbors by not accepting new reservations and discouraging people from traveling to the area temporarily.”*
 - *Although it is strongly recommended by the State and Door County that everyone stay home, if you feel you need to come to the park to check on your property, remember the roads and buildings are closed and you must walk to your site.*

OLD BUSINESS

- **IT Update.**
 - Problems that have been resolved:
 - Windows 10 update (Not set for automatic updates because that can cause problems.)
 - Quickbooks – Took several weeks to get back in order.
 - VM Ware – Problem was preventing work being done on the computer.
 - Time clock – Software issue.
- **Inflatables for 2020**
 - New inflatables for the Oasis that were discussed at a previous meeting have been ordered.
 - Delivery date is early May.
- **Geese at the Oasis**
 - First goose was sighted yesterday.
 - Using strobe lights at the Oasis.
 - Larry is also using hazing techniques to deter the geese from the Oasis.
- **Projects Update**
 - Pump House Pump
 - Dave Lynch and Ray Nowak need to get together for this work.
 - Store Siding/Windows on Store
 - Total cost of project \$4600
 - Siding cost about \$3,000.
 - Will be installing single hung windows.
 - Only the lower part of the window opens.
 - Project needs to be done this spring.
 - Horse Barn
 - Need to get insulation cost. Roll insulation less expensive.
 - Steel and furnace cost around \$3,000.

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- Tile Work - Splash
 - Activity pool and hot tub tile work will cost about \$15,000.
 - Just the activity pool steps and hot tub costs \$4,200.
 - Still trying to get a start date for this project from Splash.
 - Splash promised that the work would be done before the opening date for the pool.
- Roads
 - MJT Trucking will be doing the work again this year.
 - Plan is to do the work at the beginning of May, weather permitting and road conditions.
 - Cost will be around \$5,000.
 - The roads are starting to dry out.
- **Water Turned On In The Park**
 - Always the question as to when the water will be turned on.
 - As always, that depends on the weather.
 - There is still snow on some sites.
 - There will be a notice posted/mailed when the water is on.
- **Central Bath Pressure Tank**
 - Have a bid from Euclide on pressure tank.
 - Waiting on bid from Cater Plumbing for the plumbing work.
 - Anne had no response from two well drilling businesses.
 - Total cost of the project should be around \$10,000.

*Motion was made by Jason H. and seconded by Mary P.S. to adjourn the Open Session.
Meeting adjourned at 12:50 p.m.*

Paulette Kussow, HV Board Secretary

Board moved to Executive Session

Next Meeting:

May 16, 2020 – Egg Harbor Town Hall – 9 a.m.

(This meeting may be a Skype Video Meeting.)

2020 Board Meetings (All meetings at Egg Harbor Town Hall unless noted otherwise.)

June 13 – At Door County Coffee (limited seating)

July 18

August 15 – Annual Meeting in pavilion

September 19 – Budget Review

October 10 – Budget Feedback

November 7 – Budget Work

November 14 – Finalize Budget

(cancel if Budget completed)

December 5 – Publish Budget