

CUTTY'S OKOBOJI RESORT CLUB

Board of Directors Meeting

March 18, 2023, 9:00 a.m.

CALL TO ORDER

Board President Ken Woelber called a meeting of the Board of Directors of Cutty's Okoboji Resort Club to order at 9:00 a.m. Other directors present were Mindy Spinks, Linda Rook-Schreier, Dawn Powell and Korey Meester. Mike Carson was connected by phone. Marty Patterson was absent. General Manager Blake Feil, Business Manager Linda Seemann, and Maintenance Supervisor Dan McClurg also were attending. One owner was present.

APPROVAL OF MINUTES

A motion to approve the minutes of the January 21, 2023, meeting was made by Linda Rook-Schreier, seconded by Korey Meester. Motion carried.

SECRETARY'S REPORT

The posting of the minutes of the January 21, 2023, meeting constituted the Secretary's report. The Secretary's report was received as posted.

TREASURER'S REPORT

The Treasurer's report was given. The Business Manager reported that the Balance Sheet at the end of February shows:

- Operating Funds:
 - up \$27,948 fiscal year to date
 - down \$47,392 compared to last year's February
- Capital Improvement Funds:
 - down \$20,873 fiscal year to date
 - down \$98,741 compared to a year ago
- Income Statement
 - Gross income up \$16,958 YTD; up \$13,216 compared to last year
 - Total expenses up \$10, 674 in February; up \$43,368 YTD
 - Net income up \$2,542 compared to same time last year
 - Net loss \$97,749 YTD; down \$26,410 compared to last year
- The delinquent dues report was given, 40 owners have become current with 20 becoming 60 days past due, needing to be restricted from usage.
- Upon certification by the Treasurer, a motion to suspend from membership the members listed in the Treasurer's delinquency report was made by Mike Carson, seconded by Dawn Powell. Motion carried. The voting members shall be suspended/reinstated to membership in the Club in accordance with Article V, Section 6, items (c) and (d) of the member handbook.

A motion to approve the January 21, 2023 Treasurer's Report was made by Linda Rook-Schreier, seconded by Korey Meester. Motion carried.

BUSINESS OFFICE MANAGER'S REPORT

The Business Office Manager's report was given and included the following:

- 17 Transfers completed for the period January 23, 2023 to March 15, 2023; 36 transfers completed YTD with 17 transfers pending.
- 69 members are on the waiting list from the seasonal drawing. 11 have declined their spots, and those have been accepted by others on the waiting list.
- 293 storage sites have been assigned. No need for a drawing. 5 are on the waiting list for units over 32 feet. Limited space is available for units 32 feet and under.
- Property and liability insurance increased by \$16,825 for renewal. This is due to inflation and natural disasters in the industry.
- Workers compensation decreased by \$994.
- Overall increase of 15.6%

The Business Manager's Report was received as read.

MAINTENANCE MANAGER'S REPORT

The Maintenance Manager's report was given and included the following:

- Improvements completed in January included carpet replacement around the pool, flooring projects in 200 rooms and 8-plex, painting in four units at the 8-plex, doors and trim work in 200 rooms.
- Rural water work will begin in April and continue into May.
- Ash borer tree treatment will begin in April.
- Grills that were ordered will be picked up in April.
- A compressor in the back freezer was installed. The kitchen 2 door freezer has a bad compressor.
- Poolside room doors were painted.
- Employees received updated pool certification.
- ADA pool chair need parts replaced to be compliant.
- We will continue to have Culligan tanks available for a \$60 member charge.

The Maintenance Manager's Report was received as read.

GENERAL MANAGERS REPORT

- Safety
 - A fire pull in the office area will be moved
 - 22 smoke detectors will be replaced for our annual inspection on March 28th.
 - 2 PTACs (heat/cool units) will be ordered for guest rooms.
 - Spotlights will be ordered for the south stairways of 200 and 300 rooms for safety.
 - Pool drain cover was replaced and lift chair parts were ordered.
- Kitchen
 - A new reach-in freezer has been ordered.

- Menu items and costs will be reviewed in the coming weeks.
- Housekeeping
 - New sheets, towels, and vacuums have arrived.
 - All 200 rooms, as well as poolside rooms in need, have new mattresses.
 - All carpets have been cleaned.
- Staffing
 - Applicants for housekeeping and activities are being interviewed.
 - Help wanted ads have been placed in newspapers.
 - Management is reaching out to colleges for internship possibilities.
- Activities
 - The April calendar is posted.
 - Entire summer calendar/schedule will be posted soon.
 - Bingo prizes have been purchased.
 - Shuffleboard items and golf clubs have been ordered.
 - Mini golf carpet is okay for the 2023 season.
- Spring
 - There is currently a lot of snow on the grounds. Please be patient as we work together to prepare for RV movement.
- Volunteers
 - Volunteer program is ready to go for the 2023 season.
 - Shirts have been ordered.
 - Orientation is April 29-30th.
 - The board requested a volunteer list.
- Other
 - 376 rooms for Jan. and 335 rooms for Feb. were rented.
 - There were 7 parking tickets for Jan. and 5 for Feb.
 - Member vehicle stickers are available at Member Service Desk.
 - Check out new items for sale in the store area.
 - Please review parking rules. No double parking.
 - There is a possibility of traffic congestion from Hwy 71 road construction.
 - Key box ordered for department key checkout at Member Services.
 - Mosquito residual spray will be before Memorial Day. 3 fogging sprays will occur during the summer season.
 - Looking into dust control prices.
 - Previous camper damage has been resolved.
 - The cost of plugging in electric cars was questioned by a member.

The General Manager's report was received as read.

OLD BUSINESS

- Happy Medium - Website:
 - Concern was expressed by board members for continuing costs, delays, and steps moving forward.
 - Website development has been completed. Password updates have been fixed. They are finalizing quality control and looking for bugs before ability to put into use.

- Charging yearly dues, resolving or removing the 90 day reservations, and fixing member status issues need to be completed before the website is functional.
- No timeline has been given by the company.
- The company will be contacted to set a final date of completion.
- An additional budget will need to be approved in April to cover costs.
- Pictures need to be updated. We can take our own pictures, rather than hire it done.
- Board member email contacts will not be put into place due to a \$1500/yr charge.
- Paddle boat pictures need to be removed from the website and marketing. We will not be putting paddle boats back in service due to costs. Management will explore selling them.

NEW BUSINESS

- A motion was made by Korey Meester, seconded by Linda Rook-Schreier to hire Mosquito Control of Iowa for mosquito spraying in the amount of \$1500 for the season. Motion carried.
 - Complaints of chiggers last year were discussed.
- A motion was made by Linda Rook-Schreier, seconded by Dawn Powell to pay \$1500 for dust control.
- A motion was made by Linda Rook-Schreier, seconded by Korey Meester for \$13,980 to seal coat the hard surface roads in the SE section of the campground by Bargen Inc. This is coating only. It does not fix any needed repairs.
- The new cement put down last summer on the south side of the lodge, in the east tunnel, is flaking. The company has been contacted and is working with us on fixing it.

MEMBERSHIP OPEN FORUM

- No comments were made.
- From the suggestion box: Online reservations should not be used for holidays until it is tested on regular reservations during the season.

ANNOUNCEMENTS

The next Board meeting is set for April 15, 2023, at 9:00 to be held in the community room.

ADJOURNMENT

A motion to adjourn the regular meeting was made at 10:14 am by Linda Rook-Schreier, seconded by Korey Meester. Motion carried.

The Board went into closed session to discuss confidential matters.

Motion to adjourn closed session was made at 10:36 by Linda Rook-Schreier, seconded by Dawn Powell. Motion passed.

Respectfully submitted,

CUTTY'S OKOBOJI RESORT CLUB BOARD OF DIRECTORS

Ken Woelber
Board President

Mindy Spinks
Board Secretary