

# **CUTTY'S OKOBOJI RESORT CLUB**

## **Board of Directors Meeting**

**November 16, 2024**

### **CALL TO ORDER**

Board President Mike Carson called a meeting of the Board of Directors of Cutty's Okoboji Resort Club to order at 9:00 a.m. Directors present were Mindy Spinks, Bob Clark, Marty Patterson, Ken Woelber, Korey Meester and Linda R Schreier. Also present were General Manager Blake Feil, Business Office Manager Linda Seemann, and Maintenance Department Manager Dan McClurg.

Board members absent: None

Owners present were: 8

Guest present were: 2

### **APPROVAL OF MINUTES**

**A motion to approve the minutes of the October 19, 2024 meeting was made by Mindy Spinks and seconded by Ken Woelber. Motion carried.**

### **SECRETARY'S REPORT**

The posting of the minutes of the October 19, 2024, meeting constituted the Secretary's report.

The Secretary's report was received as posted.

### **TREASURER'S REPORT**

Joe Wallis, Auditor, (Abdo) to join the meeting by phone at 9:05 AM.

The Audit reports have been distributed to the Board of Directors.

The Management Letter states that the only significant audit finding is the resort's deficiency in internal control over financial reporting, the result of a small staff, common in small offices. The auditors did not identify any deficiencies in internal control that they consider to be material weaknesses.

The Independent Audit Report Opinion states that the resort's financial statements present fairly, in all material respects, the financial position of the Club.

The auditors did not identify any material misstatements, and they did not make

any correcting entries for the fiscal year.

The treasurer's report was given.

The Business Office Manager reviewed and answered questions on the Balance Sheet and Income Statement for the month of October 2024.

The delinquent dues report was given.

Since the October Board meeting, 3 owners have become current, and 20 owners have become 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 Linda R Schreier and seconded by Bob Clark. 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. Motion carried.**

**A motion to approve the Treasurer's report of October 2024 was made by Marty Patterson seconded by Mindy Spinks. Motion carried.**

#### **BUSINESS OFFICE MANAGER'S REPORT**

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

- Transfers of ownership from October 17, 2024 to November 13, 2024 numbered 6 completed with 21 transfers pending, for a total of 9 transfers' year to-date.
- Seasonal Site Applications for the drawing are 31 for the 13 Two Year Seasonal sites available.
- Seasonal Site Applications for the drawing are 141 for 79 seasonal sites available.
- All board members volunteered to assist with the drawing following the annual meeting in the Community Room. With the exception of incumbent Linda R Schreier should she not be re-elected.

The Business Office Manager's report was received as read.

#### **MAINTENANCE MANAGER'S REPORT**

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

Items:

- Fall cleanup for leaves
- Propane supplier – work to our refueling station. New motor and pump. \$3,500 to replace propane refuel station. Was down for 2 weeks with no cost to Cuttys
- Community room floors scrubbed
- Coin mechanisms replace on all dryers and washers

Capital Improvement discussion 2024/2025

- West Lake dock repair completed – below budget
- Repair to 111 and 112 decks – structural
- Bid in for sewer cleaning – over budgeted slightly
- Street lights here – below budget - \$1,300 under budget as well
- Grass seed \$200 for 50# bag will try and do 1 row at a time

The Maintenance Manager's report was received as read.

## **GENERAL MANAGER'S REPORT**

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

- Occupancy October 2024 is as follows:
  - 269 rooms rented to Members
  - 34 rooms rented to Guests
  - 3 rooms Coast to Coast
  - 28 rooms rented to Cuttys Des Moines
  - **Total 334 Rooms Rented**
  
  - 513 camping sites Members
  - 28 camping sites to Coast to Coast
  - 3 camping sites to Cuttys Des Moines
  - **Total of 544 Sites Rented**
  - 143 Volunteer/Seasonal sites used for the month of September
  - **Grand total of rooms plus camping sites for the month of October 1,021**
  
- There is still cable on the campground, but we are not paying for it.

The General Manager's report was received as read.

## **OLD BUSINESS**

**None**

## **NEW BUSINESS**

- Marketing and Collections was discussed. The board would like to see committees brought back as they had before. Each committee included a Board Member and one or two Owners.
- The Board also discussed the option of bringing back the Volunteer Council. This included an election by the volunteers for 4 volunteers to be on this committee. The 4 volunteers would meet with Blake once a month to go over concerns. Then one volunteer would be the person for the other volunteers to go to and bring their ideas and/or complaints to. This volunteer, along with the GM and one or two board members would meet before the board meeting to go over the list brought to the table by the volunteer. A discussion would take place and with a decision as to what was needed to be brought to the board meeting.
- Board member Ken Woelber stated he wanted to be on the Building and Grounds Committee if there is one.
- Blake Feil will bring the Committee information to the next board meeting.
- Marketing and Collections was discussed in Closed Session.

## **MEMBERSHIP OPEN FORUM**

Reminder that before speaking state member number first/limited to one question at a time: The following is bullet points of combined conversations:

- One statement due to the fact that some members cannot hear when the board is speaking.

### **Suggestion Box:**

- None

The Board of Directors plan to follow up on comments, concerns and suggestions at future meetings.

## **ANNOUNCEMENTS**

- Next Board of Directors Meeting is Saturday, January 18, 2025 at 9:00 AM to be held in the Lower Level.

## **ADJOURNMENT**

**A motion to adjourn the regular meeting and enter into executive closed session was made at 9:44 AM by Korey Meester. Seconded by Linda R Schreier. Motion Carried.**

The board of directors went into closed session.

In closed the following motion was made.

**A motion to give a gift to full and part-time employees was made by Ken Woelber and seconded by Korey Meester. Motion carried.**

**A motion to adjourn from executive closed session was made at 10:45 AM by Korey Meester and seconded by Mindy Spinks. Motion carried.**

The regular board meeting record was reopened at 10:45 AM.

#### **ADJOURNMENT**

**A motion to adjourn the regular meeting was made at 10:45 AM by Korey Meester and seconded by Mindy Spinks. Motion carried.**

Respectfully submitted,  
CUTTY'S OKOBOJI RESORT CLUB  
BOARD OF DIRECTORS

Mike Carson  
Board President

Linda R. Schreier  
Board Secretary