

Board Meeting Minutes

Date: December 10, 2025

Place: Leisure Time RV Park
514 N. Sawyer St.
Cascade, ID 83611

Time: 3:00pm

Meeting Called to Order: 3:02pm **By:** Paul Davis

Roll Call: Paul Davis (via phone), Tracy Leinen (via phone), Shelly Heath (via phone), Mary Wilkinson, Susie Duncan (via Phone)

Quorum Established

Proof of Notice: This notice will be filed with meeting records.

Is there a motion to approve the previous minutes?

Motion: Mary Wilkinson **2nd:** Shelly Heath

“I motion the Board approve the Board Minutes for Oct. 11th, 2025, as written and reviewed.”

Discussion: None

Call for Vote: 4 **Approve** -0- **No** -0- **Abstain** **Decision:** Unanimous

New Business:

Summertime Help: Tracy Leinen

This position is for weekend, 15-20 hours only from May to October. This is not a paid position but rather for a lot space. Some duties are cleaning clubhouse, pool area, moving water hoses, flowerbed cleaning, just to name a few.

There is interest in this position from a couple that have been camp hosts at Redfish Lake. The couple that is interested is Rick and Caroline Arlen

Motion: Shelly Heath **2nd:** Tracy Leinen

“I motion the Board to approve Rick and Caroline Arlen to be our summer helpers for 2026 in accordance with the Summer Worker Agreement.”

Discussion: None

Call for Vote: 4 **Approve** -0- **No** -0- **Abstain** **Decision:** Unanimous

Bonus for Caretaker: Paul Davis

Recommended that the Caretaker get a bonus for Christmas. David Steece has been doing a great job, and the park is looking good.

Motion: Mary Wilkinson_ **2nd:** Susie Duncan

“I motion the Board approve a Christmas Bonus for Caretaker, David Steece.”

Discussion: None

Call for Vote: 4 **Approve** -0- **NO** -0- **Abstain** **Decision:** Unanimous

2026 Budget for LT Park: Tracy Leinen

The budget was reviewed and changes made. Proposed funds in 5401 – Ponds were supposed to be in 5387 – Ponds/Fish.

Budget will be sent to “J” Clouss to be posted to Leisure Time’s website once minutes are approved.

Motion: Mary Wilkinson **2nd.** Shelly Heath

“I motion the Board to approve the 2026 Budget as written, reviewed and amended.”

Discussion: None

Call for Vote: 4 **Approve** -0- **No** -0- **Abstain** **Decision:** Unanimous

Board Comments:

Susie Duncan - As Secretary, I need to have a complete park owner list for 2025. This needs to be filed with our 2025 park records. With the number of lots that have changed hands/sold, a complete up to date copy will be as complete as possible. Tracy will get copy to me.

Adjournment

Is there a motion to adjourn?

Motion: Tracy Leinen **2nd:** Shelly Heath

“I motion the Board to adjourn meeting.”

Call for Vote: 4 **Approve** **Decision:** Unanimous

Meeting Adjourned: 3:40pm by Paul Davis, President

Respectfully submitted by,
Susie Duncan, Secretary