

MINUTES for RIVERBEND POA BOARD MEETING

01/14/2015

Meeting called to order by President Kelly Newcom. Board Members present were: Kelly Newcom, Carol Meilke, Johnny Clayton, Trish McNatt, Vicki Rouse, Julie Moss, and Anthony Hunt

The meeting began with an interview with a candidate for the park Manager Position

Copies of the December Board and POA meeting minutes and the Treasury report were dispersed to board members present.

The following was addressed:

- A lawsuit has been filed from property owner Troy Douglas asking for a refund for assessments for a year the lot was not used. Kelly is consulting with the lawyer on how to handle this.
- Discussed the high cost incurred with the garbage pick-up. Kelly is going to check some other possibilities that may be more feasible.
- Carol Meilke made a motion to open the park on March 13, 2015 and Julie Moss second the motion. All approved. This date was changed since March 15, 2015 is on a Monday.
- Discussed the issues of property owners not paying assessments before arriving at the park and expecting electricity to be turned on immediately. Property owners need to be reminded this is not always possible and the assessments should be paid before arriving to the park in order to have electric services.
- Kelly presented prices from Ballard and Ballard accounting services. The yearly fee for services should be approximately \$3600 compared to the previous cost of \$1000 per month. Johnny Clayton made a motion to hire this firm. Julie Moss second the motion and all voted in favor.
- Ballard and Ballard has recommended not to hire staff through a staffing agency because it incurs an extra 15 to 20 percent in charges even after paying workman's comp and taxes.
- After reviewing other possible candidates Johnny Clayton made a motion to hire Jonathan Meacham as the Park Manager contingent on passing a background check and drug screen. Carol Meilke second this motion. All voted in favor with the exception of Anthony Hunt who abstained.
- Discussed request from Ray Sharp to advertise for the park on the radio in exchange for assessments. This request was denied because Mr. Sharp would have to be paid for his services and then pay the park. Also, the board didn't feel that advertising was needed at this time.
- Johnny Clayton made a motion to decrease the price of a replacement key to \$5.00. Julie Moss second the motion and all voted in favor.
- The 2016 Operating Budget was completed.
- Anthony Hunt submitted a resignation letter to the board. Johnny Clayton made a motion to accept the resignation and Carol Meilke second the motion. All voted in favor.
- Carol Meilke made a motion to replace the vacant board position with Clarissa Brown. Julie Moss second the motion. All voted in favor.
- Julie Moss made a motion to adjourn and Vicki Rouse second the motion. All voted in favor.

MINUTES for RIVERBEND POA BOARD MEETING

02/11/2015

Meeting called to order by President Kelly Newcom. Board Members present were: Kelly Newcom, Carol Meilke, Johnny Clayton, Trish McNatt, Vicki Rouse, Julie Moss, and Clarissa Brown.

Individuals also present at the meeting were Steve Evans, Jonathan Meacham, and Virgil Griffin

Carol Meilke made a motion and Johnny Clayton second to accept the resignation of Wayne Reece. All approved.

Carol Meilke made a motion and Clarissa Brown second nominating Steve Evans to the vacant board position. All approved.

Virgil Griffin met with the board and offered the water system to the park for \$150,000. Kelly is going to meet with the Health Department and the bank before a decision is made.

Vicki Rouse made a motion and Julie Moss second to approve the minutes from the January board meeting. All approved.

Carol Meilke made a motion and Trish McNatt second to approve the Treasury Report. All approved.

Kelly has not found any waste disposal businesses that would save money than currently paid to ISEI.

Jonathan will contact Verizon and have the contact person for the cell phones changed to him.

Carol Meilke will contact Entergy and have the mailing address for the park changed and request electricity to be turned on for the upcoming season.

Jonathan Meacham, Park Manager shared possibly employees for the lead maintenance and maintenance helper positions.

Carol Meilke resigned as Secretary citing she did not have enough time to dedicate to the position because of work and continuing her education. Vicki Rouse nominated Clarissa Brown for Secretary and Julie Moss second the motion. All voted in favor.

Johnny Clayton made a motion to remove assessments for 2013 and back from the accounts receivables for assessments only. Clarissa Brown second the motion. All approved.

Carol Meilke made a motion to move the meter readings to the first week of every month to coincide with the Entergy meter readings. Johnny Clayton second the motion. All approved.

Carol Meilke made a motion to allow property owners to vote in the 2015 election if assessments are paid for 2015 and no electric balances are due from 2014. Vicki Rouse second the motion. All approved.

Vicki Rouse made a motion that only notarized marked ballots sent via United States Mail will be accepted for election. Julie Moss second the motion. All approved.

Discussed the charge for KW hours and billing needs to be changed to reflect what Entergy charges.

Discussed that board meetings can be open and POA members can come and observe and can only speak if they are placed on the agenda prior to the meeting. The board may go into executive session to discuss sensitive issues such as employee issues that need to be kept private. POA members will be notified of board meetings via the website and Facebook.

The next Board meeting will be at the park on March 14th. The agenda is due March 7th.

Vicki Rouse made a motion to adjourn and Carol Meilke second. All approved and the meeting was dismissed.

Minutes for River Bend POA Board Meeting
03/14/2015

Meeting called to order by President Kelly Newcom. Board members present were: Kelly Newcom, Carol Meilke, Johnny Clayton, Trish McNatt, Vicki Rouse, Julie Moss, Steve Evans, and Clarissa Brown.

Board members absent: Patricia Oliver

Meeting called to order by Kelly Newcom, President.

The Board and POA meeting minutes from February were presented by Clarissa Brown. Vicki Rouse made a motion to accept the minutes and it was seconded by Carol Meilke.

Vicki Rouse presented the Treasurers Report for February. There were a few questions.

- Vicki Rouse asked if the employees were getting direct deposit then why was she receiving checks and why did those checks not have a signature. Accountant has not gotten direct deposit set up yet it takes about 30 days. There was no answer on why the checks weren't signed.
- Johnny Clayton asked about when the CD matured and whether we needed to roll it over. Vicki Rouse was going to check into that.
- Question was asked how the Debit card attached to the Maintenance account was used to get cash.
- The board called in Jonathan to answer some of these questions.
- Jonathan went to bank to get cash from Debit card to pay for a sump pump from a vendor who does not except debit cards and that we do not have an account with.
- Jonathan also explained that the notes for the break down of the receipts were in Quickbooks.
- Vicki Rouse asked about a check to Jonathan that was over \$500.00 and was told the employees are paid every two weeks.
- The accountant is cutting the employees checks at this time.
- The Board also found out the Hot Spot on the Park phone does not work. Jonathan will talk to Verizon about it.
- Jonathan had no petty cash and used the Debit card to get some. And will now set up a petty cash account to keep track of the funds.
- Ice sales will also be set up in a Quickbooks account.
- Clarissa Brown told the Board that the Park was not using a new set up for Quickbooks. The Park is still using the same set up from H & R. Block. Vicki Rouse, Steve Evans and Clarissa Brown were asked to work with Jonathan to get the reports the Board wants.
- 2 Signatures will be required for checks over \$500.00 unless it is a reoccurring monthly Bill.

- Johnny Clayton Made a motion to accept the Treasurers Report with the stipulation that we have a detail accounting for February as well as the following months. Julie seconded this motion. All in Favor. None Opposed.

Old Business:

- We have received an offer to buy the water system from Virgil Griffin for \$125,000. He will take off \$10,000 for repairs that need to be made. It is in the offer that we get the Water Deposit of \$5,000 back at the end of the year. Wayne Watkins was talked to and he has no interest in the water system. Virgil Griffin will not include the Main Gate Property in this transaction. We will get a Warranty Deed on the property if purchased. This offer is based on Bank and Board approval.
- Johnny Clayton asked if this included all electric and water lines inside the park as well as lines outside the park to the pump station. It does.
- Johnny Clayton made a motion to accept Virgil's offer to the Park to buy the Water System with the stipulations as listed in the Contract. Vicki Rouse seconded. All in Favor. None Opposed.
- Discussion on the water operator occurred. The man we wish to hire wants \$250 a month while we have budgeted for only \$100. It was stated that the gentleman in question would consider a trade for access to the park facilities and the fee per month would come down. Clarissa Brown voiced her concern that this would open the door for people who do not own property to have membership and access to all park amenities. Johnny Clayton voiced his concern that the Park needs a paper trail for where we spend money and trades do not do that.
- Johnny Clayton made a motion to hire the Water Operator at original fee of \$250. Patricia McNatt seconded it. All in Favor. None Opposed.
- The Board was informed that there is a small crack in a valve at the pump house. It will have to be repaired at some point. Steve Evans told the Board that the pumps take 45 days to be delivered when ordered and the Board would need to look into having one on hand if the sale goes through.

New Business:

- The Board went through the Surveillance System Policy.
- Julie Moss asked if the policy affected Private Property. It does not. This is only concerning cameras that the Park owns.
- Johnny Clayton made a motion to accept Surveillance System Policy. Carol Meilke seconded it. All in Favor. None opposed.
- Rules and Regulation were tabled until next meeting due to time constraints.
- Regarding the Employee Policy the board removed 2 sections.

- Vicki Rouse had a question that throughout the document everything refers to the President of the Board. Based on how a board works, the President is the one who can make those decisions. As a Board if we do not like those decisions we can vote to over turn them.
- Johnny Clayton made a motion to accept the Employee Policy with the 2 sections removed. Steve Evans seconded it. All in Favor. None Opposed.
- It was discussed why George Masters and others had Quit Claim Deeds attached to their lots from the POA. When Wayne Watkins turned over his interest in everything to the POA, when it was filed it was attached to all properties in the Park. It should not affect any transaction with that property. The Board will sign a Quit Claim to the Property Owner if they request it.
- It was discussed about reimbursement to Mitch Johnson for electrical supplies he bought for the benefit of the Park. The Park will reimburse Mr. Johnson for the supplies that were bought.
- Pools Hours and opening dates were discussed. The Hours were tabled as we get more information. As for opening and closing dates it will be as weather permits.
- We heard from Ray Sharp, who presented a Proxy from the Property Owner Suzanne Parker to the Secretary. Mr. Sharp came to the Board with an offer for advertising on the Radio. It will be during a Sports talk show. The cost was \$775 for 3 months and he played a jingle for the Board. The Board made the stipulation that the Park could not trade for assessments. The Park would write a check to pay for the advertising and then a check could be written for assessments. The Board will bring it before the POA. Membership for a vote.
- Teresa Coats talked to the Board about how they record their voting. She wants to know who voted yes, who voted no and who abstains. Some Board Members stated they already do that. And that the Minutes be posted at the Gates and the Community Building.
- The Board discussed finding people to work on Committees. We need to get an Election Committee set up soon. The Board will talk to Lee Watson about being on the Election committee.

Johnny Clayton made a motion to Adjourn. It was seconded by Steve Evans. All in Favor. None Opposed.

Board Members are as Follows:

Kelly Newcom-President
 Patricia Oliver-Vice President
 Clarissa Brown-Secretary
 Vicki Rouse-Treasurer
 Patricia McNatt

Johnny Clayton
 Julie Moss
 Steve Evans
 Carol Melke

Minutes taken and Prepared by
Clarissa Brown
Secretary
River Bend Property Owner's Association, Inc.

River Bend Park Board Minutes

May 9, 2015

Board Members Present: Kelly Newcom, Pat Oliver, Steve Evans, Vicki Rouse, Julie Moss, Johnny Clayton, Trish McNatt, Clarissa Brown

Board Members Absent: Carol Meilke

Call to Order by Kelly Newcom

Minutes presented by Clarissa Brown

Special Board Meeting Minutes:

Julie Moss made a motion to accept the Special Board minutes. Vicki second. All in Favor.

Board meeting:

Vicki Rouse made a motion to accept Board meeting minutes. Pat Oliver second. All in favor.

Poa meeting Minutes:

Julie Moss made a motion to accept POA meeting minutes. Vicki Rouse second. All In favor.

Treasurers presented by Vicki Rouse

- Julie Moss asked about Bickle electric 110.00 and stated it should be under electrician because he installed meters and did electric work.
- Johnny Clayton asked if Bickle gave us an hourly rate. Will have to look it up. It comes out at 2 people at 33\$ each.
- Julie Moss asked if the Park had spent any petty cash. No.
- Kelly Newcom asked when they were moving ice box. Supposed to be Tuesday didn't show.
- Johnny Clayton asked if the charge from the electrician was just labor or did they purchase anything.
- Johnny Clayton asked if all water leaks stopped. All that are known.
- Kelly Newcom said watch for people turning on faucets.
- Julie asked about the water budget. That with the leaks the budget is down to \$6000.00. Still looking for more leaks. Block six possible leak may need to be capped. Kelly gave metal detector to find valves in the park so we can turn them off. If leaks are found. Julie said the city of Bay has a wand.
- Clarissa Brown made a motion to accept treasurers report. Julie Moss Second. All in favor.

Old business:

The bank did send for ss# for the approval. And we are now waiting.

Discussed water leaks with treasurers report. Block 6 water leak was back flow.

New Business:

What is getting done in the park. Mowing, trimming, Cleaning, Cleaning pools, road work. 18 loads of gravel \$4500.00. Trish McNatt stated that gravel was dumped where it was worse. The big rock was gotten to fill the holes.

Julie Moss question on pools. Block 9 pool hasn't been touched. Clarissa Brown updated on how far along on block 2 Pool we are. Halfway clean, trying to get rail in today and ready to fill. Stan has been out to tell us what we need. We can go ahead and fill it with the chemicals and then they will inspect it.

Election:

Johnny Clayton asked who was chairman. Lee Watson.

Julie Moss asked why there were no signs in the park and we were supposed to already have them up. The Park will get the signs up. Jonathan asked what needed to be on the sign. The list of candidates and the time and date.

Clarissa Brown is working on list of who was eligible to vote.

Kelly Necom said if anyone notices things not getting done to say something, that it would help.

Staff for holiday. Clarissa Brown asked do we have gate attendant. Huffmaster is going to man one gate. Julie Moss asked about gate hours. Friday, 3-9 Saturday 10-8 Sunday 10-8 Monday 8-2. Julie Moss asked if anyone has talked to anyone about extra security. Johnny Clayton asked about selling ice. We haven't sold much. Trish McNatt asked if park paid for sheriff on holiday weekend. Yes we pay them. Jonathan Meacham asked about gate pay. 8 an hour.

Update on who have not paid assessment. Jonathan meacham , we are put together a list of people we have found. Some have paid and some have not and the plan is to clip power after this weekend. Kelly Newcom will be talking to some of them.

Julie Moss asked if money from last year is being collected. Yes. Trisha McNatt and Clarissa Brown went around the park and the criteria was if they have water hooked up and the lot mowed, they were added to the list to check on. Johnny Clayton said if people haven't paid then they need to be shut off. Will we get an electric bill. Yes we will. Kelly Newcom said Jonathan is going through and put everything on an app and it is taking longer.

Electric 2014. Julie Moss asked about a customer detail balance sheet. Clarissa Brown gave her a set to go through and pull out who had paid electric. Jonathan Meacham said all electric that has been collected is from last year. So they are collecting electric from the previous year.

Steve Evans asked if we have a reconnection fee. Johnny Clayton says legally we can't do that. We are not a utility company. Steve Evans asked if we collected a late fee from people who haven't paid assessments. Not at this time. Julie Moss said we need a system for those not paying. They will be shut off. Steve Evans we pay everything and others don't. We need to make sure that everyone pays or they don't have services.

Mandy Cook came before the Board.

- Suggestion that Sunday cut off and put sign on gate that non payment will be Sunday 3p.m.
- What is wrong with H&R Block records and do we know who has paid. We do have list of who has paid.
- Do we really need a fourth person hired. We only have 1 lawn mower. The Old mower will be repaired. The extra person will also clean bathouses. We do have a bush hog. Vicki Rouse has asked that the lots between her and the gate be mowed. She found 2 snakes. Johnny Clayton asked about pump for a new lawn mower. About \$500.00 for the part only. Johnny Clayton volunteered to put new pump on it if needed.
- Ruts from pumper truck. Johnny Clayton said the truck is not supposed to leave the gravel. We need to look into it and fix it right so that the truck doesn't need to leave the gravel. Jonathan Meacham has asked about a new hose and Kelly Newcom has said to wait because of the budget. Mandy said that the board needed to give the park employees the tools they need.
- Pumping issues. Not getting both tanks pumped. Some of it is while training and some just get missed.
- Check for Markers at gate. Sometimes they are dry or gone.
- Clarissa Brown stated Gravel would go under General Park Improvements because we have nothing for maintenance in the budget. So we would have to look at the budget.
- Purchasing of the water system it is not in the budget. Asked if we are putting the exact amount that we paid virgil as the down payment. Except for monthly payments. Mandy asked if we can make one payment a year. If we are over we can pay it early. Julie Moss said that if we have extra we can pay on it. Kelly Newcom said it was mentioned but it was not understood that we would have to pay interest. Mandy stated monthly payment will continue to just be monthly payment instead of paying on it to get it paid for early. Julie Moss said we were going to be putting any extra money toward the total.
- Asked if we take out taxes on employees. They are covered by worker comp and taxes are taken out. Ballard and Ballard does payroll and that is the monthly fee that is seen on reports. Mandy asked Jonathan if he wanted to do it himself and save the money. Set up date to get it done. Bank charges for direct deposit will not be as much as accountant.

- Purchasing stuff are we looking for best prices. Jonathan is price shopping when he can and checks to make sure the park doesn't have it.
- Gas at multiple place. Jonathan stated that he typically gets gas at a couple of places. We have had tanks donated to the park.
- Jonny Clayton said that Murphy will come to the park to fill tanks if we have them in the park. We need to check on it. Kelly Newcom asked how much it would take to make the pumps work. \$100.00 for manually and we need 2 one for each tank. Johnny Clayton said to consider the adeq and others on big tanks. We would have to have trucks street legal. How much time is wasted going for gas. Kelly Newcom stated since he comes everyday he would bring the trailer and he would get gas at murphys. Julie Moss and Jonathan Meacham asked how they would unload it. Julie Moss we need to shop around for a small trailer. Kelly Newcom will look into getting someone to come out.
- Mandy asked Jonathan if he knew who he answered to . He answers to the Board and primarily Kelly. A lot of confusion with employees as to what needs to be done and reacting when someone complains. It is put on facebook and then it gets done. Set up a daily activity schedule. Jonathan says it doesn't happen very often. Does Jerrod have a set schedule. During the week they sit down and decide what needs to be done. Kelly Newcom stated that there is a lot of fire putting out right now. The property owners complain about things but if they are on the schedule it would be better if they stayed with what was set up. Johnny Clayton said that there needs to be a set schedule for everything and that they know where the crew can be found. Park side needs more information from the Manager. Jonathan has stated from the beginning that he didn't know what questions to ask.
- Rent on lot. Being invoice to the specific lot. They rent in advance and pay for it.
- Leans on property if we start fresh and clear. If they haven't paid there dues then they need to have a lean put on it.
- Fourth worker: Jonathan is mostly in the office. Johnny Clayton sated we needed to try to save money where we can. Clarissa Brown asked how may have come to apply? We have had 5. Vicki Rouse said we need to see who they are. We have candidates.
- Mandy sated that she was finished.

Any other new business:

Julie Moss asked how we are dealing with activities this year. Board has not been informed of anything. They are on facebook with concerts and such but Board hasn't seen anything. Activities need to go through the Board before scheduling things. Property Ownerss do not want the Park open to the public. Clarissa Brown stated that the Park would have to have people at gate and security. Board said no on Public concert

Julie Moss made a motion to Adjourn. Vicki Rouse second. All in favor.

Minutes Taken and prepared by:

Clarissa Brown

Secretary

River Bend Park Property Owners Association, Inc.

River Bend Board Meeting

July 11, 2015

All members present: Richard Blair, Vicki Rouse, Steve Evans, Kelly Newcom, Mitch Johnson, Clarissa Brown, Trish McNatt, Teresa Coots, and Carol Meilke.

Call to order: Kelly Newcom

Treasurers Report presented by Vicki Rouse

Vicki Rouse stated that Jonathan accidentally deposited ice funds and had to withdraw them in order to pay for the ice.

Troy Douglas was for electrical parts reimbursement.

Richard Blair asked about getting a roll back instead of the 2 dumpsters.

Roll back dumpster was over 800. Carol Meilke stated that we can't get anything cheaper in the area. Kelly Newcom stated he talked to someone who would have to dump at the same place and would cost the same.

Vicki Rouse asked about getting scrap metal removed. Jonathan asked about a vehicle to haul it with. Carol Meilke has brought up a trailer to help. Kelly Newcom will ask a man he knows if he will come and pick up the scrap metal pile. Lots of complaints made about the appearance of the metal pile. Possibly fence around the metal pile so it wouldn't be seen.

Carol Meilke mad a motion to approve the treasurers report, Teresa Coots seconded. All in favor.

Minutes presented by Clarissa Brown

Richard Blair made a motion to accept the Board meeting Minutes, Mitch Johnson seconded. All in favor

Vicki Rouse made a motion to accept the special board meeting minutes, Carol Meilke seconded. all in favor

Steve Evans suggested that instead of Jonathan doing payroll from quickbooks to leave it with Ballard & Ballard. Carol Meilke stated that leaves accountant for the taxes accountable. It also keeps people from thinking that Jonathan is writing his own check. Vicki Rouse is now getting a breakdown of the payroll from the accountant.

Vicki Rouse stated that the concert was this week and Clint will be helping with that.

A band is wanting to play at the park for Labor Day. They would put up a tip jar and the fee would be \$200.00. (The sobriety check point band). They would set up out side of the community building. Carol Meilke made a Motion that we reserve the Sobriety check band for Labor day for \$200 and for what monies we have not raised will come out of the main budge, Teresa Coots seconded. All in favor.

Kelly Newcom asked about building a stage and have it Wired up for electric and make it mobile. Kelly Newcom will look into options in fall.

It was discussed that the employees erase numbers off pump boards after picture is taken. They also need a Longer string for marker in block 9.

It was discussed that the grass needs to be kept up with and Block 6 needs knocked down along the track.

Kelly Newcom stated more people in the area are looking to buy lots so it all needs to be kept up.

Fencing off the play ground but leaving a drive way was discussed. One entrance to keep people from making roads through the parking lot. Carol Meilke stated that we need to leave an area that is a walk through but not wide enough for 4 wheelers.

It was discussed that the burn piles need to be burned. Carol Meilke stated that while they are mowing they can set them on fire and keep an eye on it. Kelly Newcom suggested a call in for a controlled burn.

It was discussed that soap and shower curtains are needed in the bath houses. Carol Meilke that stated we need to count and get them. They are available at Wal-Mart. KellyNewcom stated that he uses different bath houses and that they are not being cleaned real well.

Employment issues were discussed.

Electric exposed in block 6 needs to be fixed

Rental lots: we need to make sure they are being sponsored. Mitch Johnson stated that they need a card to show that they have rented the lot, have it dated and just put it on a print out that they put on the dash. Vicki Rouse asked about certain lots for renting. They are all around the park. Rental prices need to be looked at. Individuals can rent there lots also.

Cameras: Why do we have them if they are not used. Carol stated that a Policy put in place last fall. At least one person and the president and manager. The cameras are DVR. The camera does not show the dumpster. You cannot tell who people are from that distance. Teresa Coots asked if we have monitors to take to the guard shack. Jonathan is waiting on board members to decide on who sees the video. Kelly Newcom and Jonathan will look at the video at some point. Mitch Johnson stated we needed to learn everything about the video system so we know how to do it.

The work schedule was discussed. Original plan was to have a log and that hasn't happened. Jared stated that keeping a log is tedious and time consuming. His lunch is kept up with on a time card. Carol Meilke stated that we are trying to get Jared to do even more because we have a problem with others.

Richard Blair asked about an electric gate committee. Jerry Brown is on that committee.

Vicki Rosue made a motion to adjourn and Richard Blair seconded.

All in favor

Minutes taken and prepared by

Clarissa Brown

Secretary

River Bend Park Property Owners Association, Inc.

River Bend Park Special Board Meeting

July 4, 2015

Board Members Present: Kelly Newcom, Carol Meilke, Steve Evans, Richard Blair, Trish McNatt and Clarissa Brown

Board Members Absent: Teresa Coots and Vicki Rouse

Call to order by Kelly Newcom

Patricia Oliver has resigned her board position by email and it was accepted by the President Kelly Newcom.

Carol Meilke made a motion to appoint Mitch Johnson to replace Patricia Oliver. Richard Blair seconded it. All in favor.

Carol Meilke made a motion to make Richard Blair Vice President of the Board. Steve Evans seconded. All in Favor.

Carol Meilke made a motion to adjourn. It was seconded by Steve Evans. All in favor.

Adjourned.

Minutes taken and prepared by

Clarissa Brown

Secretary

River Bend Park Property Owners Association, Inc.

River Bend Park Board Meeting

August 8, 2015

Members Present: Kelly Newcom, Clarissa Brown, Mitch Johnson, Richard Blair, Carol Meilke, Trish McNatt and Steve Evans

Members Absent: Teresa Coots, Dave Brown

Call to Order: Kelly Newcom

Minutes presented by Clarissa Brown

Richard Blair made a motion to accept all 3 sets of minutes. Mitch Johnson seconded. All in favor

Treasurers Report presented by Clarissa Brown.

Carol Meilke asked about the equipment maintenance. It was for the Lawn mower and pumper truck.

Asked about leaks being fixed in the park block 8 and block 2. It is being worked on.

Carol Meilke stated that the general park improvements account is over so we will have to wait until late in fall for anything else.

Experimental road not what we thought and isn't what we really need. It does have a warranty. Carol Meilke stated we need drain pipes down the side of the hill to keep it from washing out the hill.

Carol Meilke made a motion to accept the Treasurers Report it was seconded by Mitch Johnson. All in favor

Carol Meilke stated that we need to have more meetings to get things started for next year. Kelly Newcom stated to find a time and he will get there. Mitch Johnson stated it would have to be after September. It was decided that on Wednesdays at 7p.m. would work. We may want more meetings. Dates were as follows: Oct 7, Nov 4, and Dec 2 at fair grounds for season planning and budget planning.

Carol Meilke stated that we started out with old instead of a new Quickbooks. We need to start out with a whole new Quickbooks. With updated Customer list and accounts. Trish McNatt asked about accounts receivable that we can sign off on. They would not be included. Kelly Newcom asked if Jonathan could start it over. He stated yes. Steve Wvans stated that we need to back up quickbooks in a cloud instead of flash drive. We would need to get wireless in the park for that to work. See cost to get set up to back up. Jonathan stated he had to go to the Verizon store to set up a wi fi tower.

Carol Meilke asked how the employees communicated in the park. They phone and text. The radios can be used out in the park but not from the office.

Carol Meilke stated that most phone plans are 10 a month. We could get one with an emergency number that could float around. Jared has emergency phone always.

Trish McNatt asked if everything with the employees was going well. Kelly Newcom worked with the employees last week. Kellys Newcom stated in his personal opinion it is hard for all the workers to get everything down.

There wasn't enough extra campers to pump over last year to take as long as it did. Clarissa Brown checked Bath houses last weekend and had to send employees back for a second run. Kelly Newcom stated a lot of it is the property owner who will not clean up after themselves. Kelly Newcom said we could have a full time employee just to pick up after the property owners. Mitch Johnson stated that we could probably have extra help on holiday weekends and it is hard to keep up with and people need to pick up after themselves. Kelly Newcom stated that our employees need to keep on top of it.

Steve Evans stated that the sign out off the main road is rotted on the bottom and needs replacement boards. Jonathan Meacham stated that Howard Bazwell called and stated that he owns that sign and we need to contact him. Kelly Newcom stated that they want to keep the sycamore park sign. Kelly Newcom stated we need to stay with the space we got on there now and leave space for Howard's stuff. Cost would be of materials only.

Steve Evans wife is redoing the website. Needs to know if we are going to remove committees. Delete committees until further notice.

Mitch Johnson stated that it is the middle of season and we have committees that are not functioning. So what do we do about that. We will keep election and activity committee because they are active.

Steve Evans stated that they would put the website and / or phone number on the sign.

Steve Evans stated that the black dots in pool are painted over algae. We will have to sand blast the pools this fall. Carol Meilke asked if you can rent sand blasters. With everything so warm it is starting to grow. Steve Evans stated that they talked about swimming pools pump lines, we are having a bad time circulating water and the pool lines are leaking. Block 9 had cracks that were patched. This fall or winter we need to dig for the lines to see where the problem is. Carol Meilke stated we need to start fixing things instead of patching things up. Needs to be added to the planning sessions. Jonathan Meacham stated that there may be pumps in the white house on the hill with the tanks. Kelly Newcom stated that the board would have to talk to virgil Griffin about a back up pump. Mitch Johnson stated that we need to price it ourselves. We are coming down to the end on the purchase of the water system and need to discuss the missing pump from him or discount the water system.

Trish McNatt asked what did we decide on the adeq violations. Jonathan Meacham is sending letters for those who are dumping on the ground. Need to go around and talk to people who are illegally dumping and staying in buildings with no campers. Find out about adeq. Print out actual law and then send certified letter to them and tell them that they will be turned in to adeq. Carol Meilke stated we need a receipt from the certified letter. Carol Meilke stated that we are licensed as an rv park and campers must stay in an rv. Building or cabin without camper is not rv park. And you cannot have water hooked up to building.

Steve Evans stated that the pool lights need to be changed to 12 volts and for now they are shut down.

Mitch Johnson made a motion to adjourn which was seconded by Steve Evans. All in favor

River Bend Park Board Meeting

Sept 12, 2015

Members Present: Carol Meilke, Trish McNatt, Dave Brown, Steve Evans, Clarissa Brown

Absent: Mitch Johnson, Richard Blair, Kelly Newcom, Teresa coots

Call to order: Carol Meilke

Minutes Presented by Clarissa Brown

Trish McNatt asked about people who were dumping on the ground. Ten letters were sent out and it seems to have to stopped. Carol asked about fema trailer in block 8 who doesn't have tanks.

Steve Evans made a motion to accept the minutes. It was seconded by Dave Brown. All in favor.

Treasurers Report presented by Clarissa Brown

Carol Meilke asked about Dianna Ainsworth on Transaction list. She paid for keys for us and was reimbursed.

Dave Brown asked about trash pump. It is used to fix leaks by pumping water out of the way.

Dave Brown asked if we have used all 12 meters that we bought. We have 10 or 11 in stock.

Dave Brown asked how many cell phones we have for park employees. 2 with Unlimited talk and text and 4 gigs data.

Steve Evans made a motion to accept the treasurers report. It was seconded by Dave Brown. All in favor.

Jonathan stated that a member of the health department has said that he would send official letters to those owning abandoned campers . That way they will get something that looks official. He will be working on getting with him In October.

Carol Meilke stated we got the electric bill for \$7400 on one pole. Stated that everytime she tried to make changes she was told not to contact entergy because we are getting stuff and they aren't charging for it. If we use we need to payfor it. Entergy has realized that we have meters that have not been paid for.

Clarissa Brown stated that there were 10 poles that weren't charged since 2010. And 18 poles we haven't gotten bills for this year.

Carol Mielke stated that when she thought to make things easier by have 2 electric mains coming into the park. She was told it couldn't be done. She only heard that they said then everything in the park would be on us. We pay a lot on pole charges.

Clarissa Brown stated we needed to get with entergy about a possible payment plan on the poles that we haven't paid for.

Trish McNatt brought up that we have just let the railroad go also.

Clarissa Brown stated that she was going to check and make sure that this meter is the correct one.

Steve Evans asked wouldn't we know that we were taking in more than paying over the last few yesar. We changed the way the electric is logged in Quick books so we noticed it. Before it was set up as an income and it wouldn't have been noticed.

Steve Evans stated that the main meters need to be read every month.

Old business:

Water system: we are still waiting. Steve Evans said estimate for the pump is about \$2500. If we lose the pump it will take 4 weeks to get it. Carol Meilke stated that we need to wait until papers are signed.

Security Lights: Still not on. Jonathan stated that they have come in a done preliminary and they are not sure when they are coming in. Steve Evans asked if we were paying for them. Before they were a courtesy and now we will have to set up an account and pay for them.

Water Leaks: Block 8 has a temporary patch. Block 2 has been fixed. Clarissa Brown talked to Jared and he ran into roots wrapped around the electric lines and pipes.

Adeq violation letters went out. Carol stated that we still have lots that have buildings and no camper. Tent in block 8.

Pool lights are shut off. SteveEVans stated its not the pool lights, it seems we have problems that need to be looked at. Carol Meilke stated that it was hot after labor day and we decided that we would leave the pool open. We will address the POA and explain to them.

Bylaws as soon as Kelly Newcom, Richard Blair, and Clarissa Brown can all get together they will be signed.

Jonathan asked if we will continue with gate attendant. Not after Labor day.

Needs signs made that look professional and not hand written.

Michaels employment. Clarissa Brown would like to see him kept on til end of September. The grass is still growing and extra help is needed.

Camera dvr is missing at block 9 guard shack. Do we want to replace them. We need to look into how much they are. We don't have wifi in the park. We don't have proper lead cables to the other systems in the park. The locks have not been changed and we don't know where it went. Locks will be changed at the guard shack and prices gotten for another system. Steve Evans asked if they had one that has motion detection. They do and we might need to look at it. Look into upgrading. Clarissa Brown stated she would like to have something that would network in the park. Carol Meilke stated we could get rid of data on phones and go for wifi. We can not do everything that we need to do without wifi in the office. Need to check into it.

Security issues in pool at 9. We need to reset the locks and be able to keep changing them as needed.

Secure junction boxes. We have people getting into the boxes. Clarissa Brown states get locks. They need to be keyed alike. Carol Meilke stated we need to have all junctions boxes and our 200 amp service and new locks on guard shack and pool houses. Steve Evans made a motion to makes changes on locks on the Guard shack, pool house, 200 amp boxes and junction boxes. Dave Brown seconded. All in favor.

County Deeds: Jonathan is working on getting deeds to lots the county states we own but we have no deeds for them.

Steve Evans will transport tractor part to have it fixed.

Teddars: We have a copy on the contract. Jonathan can contact them and offer them a lot or their money back. So we can get that taken care of. Trish McNatt stated that the park does not finance lots

Carol Meilke stated Gerald should be able to stay in the park during the winter to keep his eyes on things. He is registered with the county. Dave Brown asked is compensation going to be for him to stay in the park while he works security. Yes, this is not a paid position.

Steve Evans stated that we may need to find something for activities for the kids. We will take it up in the planning committee.

Trish McNatt asked about selling Mr. Ricard a lot that the park owns and one that has no services. Jonathan stated we have no deeds on those lots yet. He wants to buy it without services. Dave Brown said give him a deal if he signs that services would not be provided on the lot at any time. No service lot sell from \$500. Jonathan will look up the the deeds. We are looking at getting the deed and then he can sign a contract on it.

Steve Evans made a motion to adjourn. It was seconded by Dave Brown. All in favor

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Steve Evans made a motion to adjourn. It was seconded by Dave Brown. All in favor

River Bend Property Owners Association, Inc

Board Meeting

October 10, 2015

Members Attending: Teresa Coots, Kelly Newcom, Trish McNatt, Steve Evans, Richard Blair, Dave Brown, Clarissa Brown, Mitch Johnson and Carol Meilke

Call to order: Kelly Newcom

Minutes presented by Clarissa Brown

Carol Meilke moved to accept the minutes. Mitch Johnson seconded. All in favor

Treasurers Report presented by Clarissa Brown

Kelly Newcom asked about the Teddar payment. Dave asked about deed for 113-2

Carol Meilke moved to accept treasurers report as presented. Seconded by Mitch Johnson. All in favor

Kelly Newcom asked about wheel Prices. Dave Brown asked about padlocks. Kelly Necom asked about Ink cartridges.

Old Business:

Water System: Kelly Newcom called Joey from bank at home and talked to him. Virgil owes quite a bit of money to fnbc and he had this property connected to it. FNBC is tied into this and is making sure they get what they have a lien on it. It should be about done it has been 2 months since they've had it. Positive side is no payments for the year. Dave Brown asked if it falls through do we have to back pay. Shouldn't have to.

Kelly Newcom talked to Stan this week. Priority to Jonathan to call for sand blasting in tank. He is supposed to Call Ash Flat and see if the crew can come through and fix the tank. Got to have time to flush the system. Jonathan called rural water and got a list of 8 companies.

Mitch Johnson asked about the standing on the pump. It is ready to be ordered. Mitch Johnson asked if we are just going to eat the cost of the pump that should already be there. Kelly Newcom stated that we can't negotiate on the price. Richard Blair asked if the offer and acceptance has been signed. Yes it has. Mitch Johnson stated we needed to get a pump to be ready by spring. Also stated that we needed to rotate the pumps. Steve Evans asked if we would own both tanks. Yes, but second one is not used for anything. Also asked if we needed the other tank. Not at the moment. Richard Blair stated we needed to make sure it is not hooked into the system. Steve Evans asked if the line coming down the hill feeds anyone but the park. Steve Evans asked about the fire hydrants on the road. They are usable.

Also asked if they do any winterization on the pump house. Nobody knows. We may need to winterize. Steve Evans stated that there is a busted valve but it has sealed itself with lime.

Security Lights: Dave Brown stated that the existing ones are working. We still need more. A few new ones need to be put in. Some areas are dark. John Dahm has requested one at the corner of the road. Jonathan needs to call entergy and see if we can get more added. Dave Brown will drive around tonight and see where more needs to be added.

Carol Meilke stated that we still have buildings with no campers. The tent in block 8 is still there but the people haven't been seen.

Pool lights are shut off. Carol Meilke asked about Pool covers, the one in the shop was not in good repair. When do we want to repair the pools. This fall or in spring. Steve Evans stated that we shut the light off at the pool and it is still shocking people. He suggested we go to 12 volts going to the light. We have water leaks in both pools. Steve Evans stated that there is another process to get the paint off the pool instead of sandblasting. We also need to check for leaks. Dave Brown asked if we can do it ourselves or if we need to hire it out. Mitch Johnson stated we need a list on what needs to be done before we make a decision but we can get the lights we are wanting so we would have them when ready.

Richard Blarid asked if bylaws had been filed.

Dave Brown showed the Board signs that are screen printed. Would like to see them in the park by spring. Richard Blair moved to buy 50 signs of all vehicle 10 mph. it was seconded by Mitch Johnson .All in favor

Dave Brown stated we can put them on T poles.

Carol Meilke stated that we need block signs. Kelly Newcom stated he's had several deputies who can't find where they need to be. Richard Blair stated we need to see how many we need. MitchJohnson stated on the map all the streets had names. Carol Meilke asked if we wanted to go by blocks or names. Richard Blair stated we would need a count before we decide. Dave Brown will be in charge of finding out how many block signs we need. Carol Meilke stated when we come into block 9 that the big wood sign needs to come down. Dave Brown stated all old signs need to come down.

Mitch Johnson stated state the outdated stuff on the bath houses and the boxes at the gates need to be removed.

Camera: Carol Meilke talked to Gerald in block 2. He stated that he does all of the cameras and the access points for the sheriff's office. So he thinks that he can get a quote on the cameras. That we could have internet to each bath house. Cameras would feed to one monitor in the office and would also run access points. About \$1,200.00 DaveBrown asked if that included cameras. Carol Meilke doesn't know if that price included cameras. RichardBlair asked about how long it would record. We need to check into a camera system. Clarissa Brown stated we can't tell who anyone is and the lights on

the guard shack blind the cameras. Carol Meilke stated that we could then cut back on internet on the phones.

Mitch Johnson asked about locks on the boxes. We have got started but not finished.

Trish McNatt asked about \$7,000.00 electric bill. It has been taken care of. It was the wrong meter. Clarissa Brown stated we have 10 poles that we haven't been billed for this year.

Richard Blair asked about tractor part. It is back on tractor. Asked about Tedder Refund. It is done.

Trish McNatt said we need to discuss the winter schedule. Carol Meilke stated that Gerald has not been working full time. Asked if we needed to keep Jared. Clarissa Brown stated that depends on the projects set up for winter.

Carol Meilke stated that we should let the property owners prioritize what is done in the park. See what they want. Mitch Johnson stated that we could then put it in the planning session to work in the budget.

Clarissa Brown stated that we need steel posts for the gates. Carol Meilke stated that since we don't know where the bridge is going to be that we would need to move the guard shack and then fence it off. We would also need to have it surveyed. First we have to find out if we own it.

Carol Meilke moved to get the guard shack and boundaries of road at the block 5 gate. It was seconded by Mitch Johnson. All opposed. We will look into getting it from the county first.

Richard Blair asked why spend our money when the county has it. Richard Blair is going to handle that.

Mitch Johnson stated he wanted to stress that we are here to represent the property owners and they need to tell us what they want.

Carol Meilke asked about facebook and getting people off that aren't property owners.

Richard Blair moved to adjourn. It was seconded by Dave Brown. All in favor.

Adjourned.

River Bend Property Owners Association, Inc

Board Meeting

Nov 15, 2015

Board Members Present: Richard Blair, Mitch Johnson, Steve Evans, Trish McNatt, Kelly Newcom, Carol Meilke, Clarissa Brown, Teresa Coots and Dave Brown

Call to order: Kelly Newcom

Minutes: Clarissa Brown

Board Minutes : Richard Blair changed to Kelly Newcom will handle survey on main gate. Mitch Johnson made a move to approve amended minutes. Carol Mielke seconded. all in favor

Treasurers: Clarissa Brown

Richard moved to approve. Seconded by Mitch Johson. All in favor

Steve Evans asked about other pump house and asked if there are pumps there.

Old Business:

Update on Water System: Jared stated that there are extra pumps in the extra pump house. Dave Brown asked if possible to sell the tank to help pay for system.

There are 2 pumps.

Reconditioning Water Tanks: It has been purchased. In process of refurbishing the tank and determining water upgrades needed to be made. Property where tanks sits go 620 feet deep. Jonathan talked to company's to refurbish tank. Board was given an estimate. Need to send the paper work to the state for approval. If approved we need to get it going. Richard Blair asked how many estimates we have. We have one. It was asked where the money was budgeted. It wasn't.

Mitch Johnson made a move to accept Eagle proposal and send it to the state. Carol Meilke seconded. All in favor

Pools: Jared got a phone number for leak detection. Memphis pool has a center in Jonesboro. Jared asked who did it last time and the guy that we hired no longer does it. Dave Brown asked about the pool place in Batesville. Steve Evans asked whether leak detection would find the leaks. They will put a camera in to find leaks instead of tearing the concrete up. Jared was asked to get more info and a cost estimate for leak detection.

Jonathan stated Stan is not going to be here next year. Mitch Johnson stated that we need to look at the grounding system. Carol Meilke asked about pool covers. Ones that anchor down and not have sand bags on the side. Steve Evans stated that we want it permanently set.

Security Lights: Dave Brown is still working on that. He has had 2 people ask for lights and have had people complain about lights. Kelly Newcom will give him Roberts number so he can contact for more lights. Some have no poles to run lights so we need to see if we can have poles set. Need more lights in playground.

Separate: Richard Blair moved the change board meeting to the Tuesday before the regular POA meeting. It was seconded by Mitch Johnson. Mitch Johnson moved to amend motion to first Thursday of month at 6:30 at Fair grounds. It was seconded by Dave Brown. Vote on amendment all in favor.

Block 6 Exposed Water Line: Jared needs to dig it back. . Carol Meilke asked about bringing the lines back out to the road. Mitch Johnson stated that we need to do the electric lines also. Mitch Johnson stated he thinks we need to reroute. Steve Evans asked about erosion. It will still erode on the river bank.

We need to get costs estimates and time before a decision is made. Kelly Newcom stated that track hoes are \$150.00 a day. It is 3 inch pipe. Mitch Johnson moved to wait on cost estimate on rerouting before making a decision. Steve Evans seconded. All in favor.

Steve Evans asked if the water system is looped. They will ask Gerald.

Security Cameras connected with internet: Kelly Newcom talked to a guy who would try and see what we need to do to bring wifi to the cameras in the park. Jonathan stated mobile from Verizon for 20 a month. Carol Meilke asked about cable. If they would put something in. Nobody is willing to run hard lines up here. It is possible to put in tower at 1200.00 a month. Teresa Coots asked about Satalite internet. It costs a lot. Still looking into the matter.

Locks for Park Boxes: Jonathan has not bought locks. Needs approval for the expense. 200 amp 60, junction boxes 300, Need about 600 locks. Richard Blair moved to spend up to \$2000.00 for locks Carol Meilke seconded. All in favor.

Can we ask Harvey Carvy about it. Kelly Newcom asked if Jonathan have checked into cost.

Property owners not paying electric: Steve Evans stated that it was brought up that a lot of people stayed without paying. It was asked about meters being removed. The boxes are to be locked up. Trish McNatt stated that they would pay assessments and electric before being unlocked.

Trailer for employers to use: Employees need one that belongs to the park. Mitch Johnson moved to get 3 bids for utility trailer. Carol Mielke seconded. All in favor

Winter Hours: Closing is 2 weeks away. Employees will be here Monday through Friday. Dave Brown asked if we needed someone here on Saturday. Mitch Johnson stated that the employees just needed to have their hours in. Richard Blair move keep Jared through winter. It was seconded by Mitch Johnson. All in favor.

Insurance Letter: Park liability. Dave Brown asked how they could force us to paint. Mitch Johnson asked which bath house needed to be painted. Carol Meilke asked if that is all bath houses. Can put exit with emergency light up. Mitch Johnson stated we are shutting down and can do it before we open. Steve Evans will asked about insurance demands.

Changing payment plan for assessments. Mitch Johnson moved to table until next meeting. Richard Blair seconded. All in favor.

Other business: Jared gave a material estimate for number 3 Bath house to make handicap accessible. It could be more or less and could be done during winter. Richard Blair moved to spend up to \$2500.00 to make bath house #3 handicap accessible. Carol Meilke seconded. All in favor.

Need Job site air compressor. Funds are in maintenance account.

Mitch Johnson moved to adjourn. It was seconded by Carol Meilke. All in favor.

Adjourned

River Bend Park Property Owners Association, Inc.

Board Meeting

December 3, 2105

Board members present were: Trish McNatt, , Kelly Newcom, Dave Brown, Mitch Johnson, Steve Evans and Clarissa Brown.

Board Members Absent: Carol Meilke, Richard Blair and Teresa Coots

Call to order by President Kelly Newcom.

Minutes presented by Clarissa Brown

Dave Brown moved to accept the Board Minutes. It was seconded by Mitch Johnson. All in favor

Mitch Johnson moved to accept the POA Minutes. It was seconded by Steve Evans. All in favor.

Dave Brown moved to accept the special meeting minutes. It was seconded by Mitch Johnson. All in favor.

Old Business:

- **Water System:** It was asked for the information on the purchase of the water system be emailed to put on the website for viewing by the property owners.
Dave Brown asked if it were possible to sell part of the water system property to pay for the system. There are three tanks and the park uses only one. Steve Evans asked if the second tank could be used for the park or does the park need it. It can be looked into.
- **Reconditioning Tanks:** Jonathan stated that Eagle Sandblasting does not have an engineer to send in the report required by the health department. They are the only company that has sent in an estimate and cannot get any communication from other company. Jonathan is trying to get name of an engineer .
Dave Brown asked the purpose of the engineer. He makes sure the tanks are up the health code.
- **Pools:** Jared is looking for a pool company to check for leaks at each pool.
- **Security Lights:** Kelly Newcom will give Dave Brown the number to call for the gentleman in the area to talk about adding more lights.
- **Utilities in Block Six:** Jared has the plumbing supplies but needs wire. He recommended getting a 500 ft. roll. Mitch Johnson asked if this would be in our right of way. Also suggested that Buried Cable tape be put on wire for safety reasons. Trish McNatt asked if we would inform property owners before we dig. Jonathan will contact the property owners involved.
Dave Brown moved to purchase a 500 ft roll of wire. It was seconded by Mitch Johnson. All in favor.

- Security Cameras: The person coming out to look at getting wifi was delayed by storm. We would have to have service connected. Jonathan talked to a wifi company and was told they couldn't find anyone who would run lines to the park.
- Locks for boxes: Jonathan has received a bid for \$4,000.00 for 600 locks to be keyed the same and is waiting for another bid from B&B. Mitch Johnson stated he thought that bid was a little high. Kelly Newcom asked about a wholesaler to cut out the middle man. We will wait until we have the other bid. Kelly Newcom asked if we were shutting off electric. Jonathan is trying to talk to someone at energy about suspending services instead of disconnecting.
- Steve Evans spoke to the insurance company about getting us time to make the corrections needed.
- Handicap Bathroom: Bath House needs a new roof first. Will get estimate on materials involved.
- Changing the Assessment payment schedule. Clarissa Brown asked that the payments be scheduled so that all assessments are paid before the Memorial holiday weekend. Mitch Johnson moved to change the payment dates to February 15 and May 1st. It was seconded by Clarissa Brown. All in favor.

New Business:

- Dump Trailer was purchased. Jared and Jonathan stated it worked very well. Will be used in clean up.
- Winter Working hours were discussed. Jonathan will work Tuesday through Saturday.
- Discussed building shadow boxes for the Bath houses where notices could be posted.
- Discussed Beach parking and possible electric for playground. Lot ownership will be looked into and more information gathered.
- Jonathan brought up that the park phones needed for data service. That we were not getting the benefits of the business account that was being paid for. We could upgrade to 20 gigs and have 5 devices for about \$200.00 per month. This would include wifi in the office. Steve Evans asked about commitment. It's a two year contract. It was also brought up that the Maintenance Supervisor does not have a smart phone. Clarissa Brown stated that if we expect our employees to use the internet to research information for the park we needed to make sure they had what was needed. Mitch Johnson moved to upgrade the phone plan and both phones. It was seconded by Clarissa Brown. All in favor.
- Jared has a list of winter projects to be worked on. They include rerouting the utilities in block six to move them away from the river. He will make copies of his list for the board. He also may wish to hire out for Emergency lights in the bath houses that are required by the Insurance company.

- Jared requested permission to purchase a heater along with a few tools for the park. Mitch Johnson moved to grant the request. It was seconded by Dave Brown. All in favor.
- The Budget was discussed. Jonathan and Clarissa Brown talked about the need to add categories to the budget that are now unbudgeted, such as building maintenance. That once the accounts in the budget match what is listed in quick books it can be entered and a report generated. Jonathan is setting up a new quick book file and will list the accounts that are needed. Steve Evans asked if Quick books could be upgraded online. Jonathan stated it can be updated. Mitch Johnson asked if the property owners who didn't pay the second half of their assessments this year would be required to finish paying it next year. Yes they will. We will have the budget ready for the February meeting.
- Meetings at the Fairgrounds need to be posted on facebook and the website.

Dave Brown moved to adjourn. It was seconded by Mitch Johnson. All in favor