

RIVER BEND PARK BOARD MEETING MINUTES

FEBRUARY 13, 2023

1. ROLL CALL

Meeting called to order by President Stacey Okert at 6:34pm

Board members in attendance: Stacey Okert, Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Lynn Richert, Michael Rowland, Jason Thompson, and Adam Farmer.

2. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Julie Moss made a motion to approve the minutes of the previous board meeting from January 21, 2023, as they are written, unless changes need to be made. Seconded by Justin Taylor

Board members voting aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Lynn Richert, Michael Rowland, Jason Thompson, and Adam Farmer; Motion Passes

3. APPROVAL OF FINANCIAL REPORT

Kimberli Bondi made a motion to accept to approve the January 2023 financial statements as reported. Seconded by Justin Taylor

Board members voting aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Lynn Richert, Michael Rowland, Jason Thompson, and Adam Farmer; Motion passes.

Lynn asked about the cleaned and replaced culverts by the shop. It says we paid B&B \$1500 and then we paid B&B \$1100 for the creek between Blocks 8 & 9. and that is confusing. Kimberly stated they rented an excavator 3 or 4 times. 1 time for block 6, 1 time for shop, 1 time for 8 & 9 culvert. Julie asked if it was for the rental and not actually them cleaning it. Kimberly asked about the dates, Lynn gave them, and Kim stated she would go fix it in QuickBooks.

Stacey asked about the shark bites as they were listed in 2 places. Kimberly explained that there was an order placed for 40 but only 27 were shipped so we received a refund and then the next day or so they turned around and sent the missing and charged again. Kimberly said she believed that there were about 70 SharkBite faucets on hand at this time.

4. REPORT OF THE PARK MANAGER

Kimberly Bondi was provided with his report and stated;

- Bathhouse 1 has been demoed, purchased material for it. Budget on bathhouse 5 is \$10,000, because they had to jackhammer and do drains. Budget on bathhouse 1 is \$5,000.
- They have gotten the culvert in at the trussell but must wait on the weather to pour the concrete. Budget on Culvert is \$5,000

- The tractor is down and tore apart in Missouri. It has a bad clutch, and the hydraulics are messed up.
- Shower heads and red/blue pex line has been ordered for bathhouse 1

Julie asked if they had a charge (estimate) for the tractor. Kimberly stated we do not as it had just been picked up the previous Wednesday. They only thought it was the clutch, but they allowed to run under Jerry's advisement and did see that after about ½ hours the hydraulics were not working. Julie Moss asked if we ever got a cost on the total for the bathhouse. Kimberly stated she had it but will have to find it and get it back out there.

Stacey asked if the gravel at the culvert would have to be replaced. Kimberly stated no it was good but if we did need to then we have piles of dirt all over the place to do it. John stated plenty under the bridge. Julie stated the cost was more than what she was told. Kimberly stated at that time they had spent \$2,000-\$2500, but the budget was \$5,000. Jason asks how much is already spent on bathhouse 1. Kimberly stated that they have purchased some material, but she is not sure the total spent at this time. Labor is already budgeted and not included in bathhouse budget. Adam asked if we already had culverts. Stacey told him they were already in. Justin stated we are just waiting for the weather to lay concrete. There was great conversation over the concrete and cure times.

5. REPORT OF STANDING COMMITTEES

Audit Committee completed on February 4, 2023, and submitted the last quarter audit to cover October, November, and December 2022. Julie stated there was one missing receipt for \$7.20 to Bills for 2 cases. Everything looked good, no payroll errors this time.

Stacey asked if anything had gone into Cash App and Julie stated not as far as she knew they had not said anything. Kimberly stated she had not received any notifications either. Stacey asked if we were still waiting for the refund and Kimberly stated she had submitted another dispute. Julie stated she knew the woman would claim her lot.

Julie made a motion to accept to approve the 4th Quarter Audit presented. Seconded by Lynn Richert.

Board members voting aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Lynn Richert, Michael Rowland, Jason Thompson; and Adam Farmer; Motion Passes

6. OLD BUSINESS

- Park manager attending ALL board meetings- Lynn Richert

Lynn stated that Jerry needs to be present at all board meetings just like they had in the past so he can give his own report and be available for questions at that point. Jerry will need to clock in for the board meetings and is not required to attend POA meetings. Several board members stated they agreed with that. In Executive it was decided that Jerry may attend the meetings by Zoom and will be paid his hourly wage. It was further stated the board does not require him to attend POA meetings.

Kimberly said he needs to get the information, so he knows when they are. Julie stated she was told not to talk to him or have contact with him so she was doing what she was told. Stacey presented emails showing Julie was asked to include Jerry and that Jerry himself asked to be included in November. Stacey said she will take responsibility for assuming that Jerry had been notified. Lynn stated that no one told her, yet she could read the memo posted in the box at the gate. Stacey stated that it is the job of the Secretary to notify Jerry and all board members. Stacey stated that any board member or all board members can forward the emails pertaining to the meeting to Jerry, so we are sure he is notified.

Lynn said Jerry stated he used to get them and asked how many meetings Jerry has attended because he hasn't attended since they been on the board. Stacey stated according to meeting minutes Jerry Smith was hired in Nov 2020. He was present in December of that year. He was also present for Jan, Feb, Mar, Apr, Jul, Aug, Sept, Oct, Nov & Dec of 2021. Jan, Feb, Mar, Apr, May, June, July, Aug & Nov of 2022. There were a few he had to leave.

- Money being spent- Lynn Richert

Lynn stated it was voted in the POA meeting that anything over \$500 would be approved by the whole board and we didn't approve anything for 8 & 9. Who approved of the culverts or bathhouses. Kimberly said she didn't know about the vote but does know that once a project has been approved the money is spent and we do what we need to do. As far as 8 & 9 you are right. Adam said just get approval as it is not that hard. Justin stated that the spending of over \$500 must be approved by the POA according to the minutes that were approved by the board and POA.

- Bathhouse 1 and Bathhouse 5 Repairs- Lynn Richert

Lynn, when did we approve these bathhouses? Justin said they discussed it when he was previously on the board. Then the boards started to set money to the side to repair these. Kimberly stated that ADH said 9 & 2 had to be fixed prior to opening and then again in October/ November stated we would lose our count and wouldn't be able to open if 1 was not done. Julie stated the whole board didn't know. Justin stated that Jerry deals with ADH. When Jerry gives it to Kimberly, she gets it to us.

- Weekly Report from the park manager- requested by Mrs. Pitts

Stacey stated that Mrs. Pitts requested at the November POA meeting that the park manager provide every board member with a report of what he and the employees have been doing. Stacey stated this had not been requested since 2019 when Jason Creese was the park manager. Lynn said; "so when Jerry was hired". Stacey said it was a year prior to his hire. They asked who Jason was, and Justin described him.

After much discussion a motion was made by Lynn Richert that we get a report from the park manager every two weeks updating us with what he is doing either via Kimberly to be forwarded to the entire board or Jerry directly reporting on his own behalf every other Monday.

Seconded by Michael Rowland.

Board members voting aye: Julie Moss, Lynn Richert, Michael Rowland, Jason Thompson, and Adam Farmer

Board Members voting No: Justin Taylor, Kimberly Bondi

Board members Abstain: John Dahm; Motion passes

- Julie Moss brought the letter for C. Thompson that needs to be mailed regarding the pool incident from last year.

7. NEW BUSINESS

- 2023-2024 Parking Permit Information- Kimberly Bondi

Kimberly stated that she wants to try something different for the coming year. Said reserved spots worked well until the possible flood. She wants to still mark the ground and have people still request permits but will not supply the member with an assigned number. If the member has a permit, they will have a reserved spot. All campers must have a lot & block number visible on their camper even if parking on the hill for a possible flood. There will be a Facebook post asking everyone to mark their campers.

Justin and Lynn stated that every camper needs to be able to be identified with a lot & block number. Julie stated when she was on the board before they started to request the lot & number so people could be pumped while on the hill for a flood. Julie stated maybe they cannot be on the hill if they do not have their lot & block on their camper. Justin stated they will need to park there in a flood.

Jason asked if we could charge a \$10-\$15 fee to get a permit. Justin stated he wouldn't entertain that. Most everyone stated that it is owned by the POA and we can't charge them to park on the hill. Stacey stated she was uncomfortable with that and then asked if we could allow them to either have a permit or numbers on the camper. Kimberly stated the park will not know if spots are available in that case.

- Independent Audit- Michael Rowland

Michael stated the By-laws allow for a yearly outside audit and that his CPA will charge \$3000 to go back 3 years. There was great discussion over this. There is a request for 3 estimates to be presented to the board which will then be taken to the POA. These estimates will be retained through Michael Rowland, Jason Thompson and Justin Taylor. Each was asked to email the board with the estimate when they receive it. John asked what an audit is for. Justin stated it is to make sure our financials are in order. Lynn stated what is done internally is just matching receipts and not a full audit. Justin stated we don't need anyone affiliated with the board.

Michael Rowland made a motion to have an outside audit done pending the three estimates being received by certified CPA's and the POA approving it. Seconded by Adam Farmer.

Board members voting aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Lynn

Richert, Michael Rowland, Jason Thompson, and Adam Farmer, Lynn Richert; Motion passes

- Board meetings in the park on Saturdays- Michael Rowland

Michael made a motion to move all board meetings to the park on the second Saturday of the month during the opening season at 12pm. Seconded by Jason Thompson

Lynn stated they need to be a week apart. Julie said we have been through trying to do them the same day. John asked if we just did this and agreed to it and why it is brought up again. Lynn Richert stated she thought that the POA voted to have all meetings in the park. Justin stated the POA cannot dictate where or when we have board meetings. Michael asked why we can't have the meeting on the 1st Saturday of the month and run financials a month behind, which is what we are already doing. Julie asked if it needs to be tabled and Justin said there is no need to table it. A decision needed to be made. Justin stated, "For the record, I will not give up two Saturdays a month".

Board members voting aye: Michael Rowland, Lynn Richert, Jason Thompson, Julie Moss

Board members voting no: Justin Taylor, Kimberly Bondi, John Dahm, Adam Farmer

4 yes/ 4 No - Tie Vote; President Stacey Okert broke the tie with a NO; Motion Fails

- Justin Taylor then made a motion "For the remainder of this term (September) that board meetings will not be changed from the second Monday of the Month at Bono Community Center." Seconded by John Dahm

Board members voting aye: Justin Taylor, Kimberly Bondi, John Dahm, Adam Farmer, Jason Thompson

Board members voting no: Julie Moss, Lynn Richert, Michael Rowland; Motion Passes

- Zoom- Michael Rowland

Justin Taylor made a motion to pay for Zoom for a year. \$160 plus tax. Seconded by Adam Farmer. All board members were reminded they can also attend by phone.

Board members voting aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Michael Rowland, Jason Thompson, and Adam Farmer, Lynn Richert; Motion passes

8. RESOLUTION PREVIOUSLY TABLED

Dispensed

9. EXECUTIVE SESSION

Employee matters were discussed. HIPPA Laws were discussed.

10. ANNOUNCEMENTS

- Julie would like to know who is on the current board or whoever decided to do a survey of block 9/ lot 018. Kimberly stated it was anonymous people who would like to stay that way, it was not actually on lot 18 but the road between lot 18 & 19. Julie presented her deed to show that she purchased the road easement. Paperwork was presented from county records showing the easement was presented back to the park in 2011. Julie stated what Stacey is showing is on every lot in the park. Stacey stated that Julie will need to go to the county to get it fixed in their system so the park will be able to fix their map as well. Julie stated the county already shows I own it somebody should have checked before doing a survey.

Julie stated in 2011 Wayne Watkins had to give back everything he had deeds to back to riverbend park. By mistake it threw a blanket over every lot in the park but was not valid because he didn't own all the lots. The park offered back in 2011 to give new deeds and she spoke with Homestead and was told there is no need to get a new deed. Julie Moss stated her lawyer is involved. The park map was shown to match the platted unapproved road on the county map. Julie stated we had better get our stuff together because she owns the property. I stated that I have no clue who is doing it. Julie asked who surveyed it. Kimberly stated De Clerck Throesch out of Pocahontas cause that is the name a POA member gave on Facebook. Julie stated that on facebook he never gave the surveyor name, only said talk to Kimberly Bondi.

- Anything that needs to be added to the agenda needs to be sent in by the Thursday prior to the meeting by 5pm. Please ask on a thread for POA and we will have a sign-up sheet to be at the sign in table for POA to get a chance to speak as well.
- Julie has resigned as Board Secretary but opted to remain a board member. She felt like she was required to do a job that past Secretaries were not required to do. She felt like Stacey and others didn't think she was doing her job by requesting her to fill out the agendas and arranging to have material printed for the board and POA meeting as requested through email. She stated that she was not going to use her own computer, printer, paper, and ink to do what her job required. Julie stated I have ask several times for a key to the office, use of the computer, and use of the copier. She was told no every time. Stacey said it was stated in email that she could take her laptop or USB drive to the office to print anything needed for the meetings. She stated she couldn't get in. She can contact the treasurer to get into the office.

Justin Taylor made a motion to accept Julie Moss's resignation as Board Secretary.
Seconded by Julie Moss.

Board members voting aye: Justin Taylor, Julie Moss, Kimberly Bondi, Lynn Richert, Michael Rowland, Jason Thompson, and Adam Farmer

Board members voting no: John Dahm; Motion Passes

Stacey asked if anyone wanted the Secretary position. No say. Stacey then asked if there were any suggestions, No say. Adam asked who Secretary at this point will be. Julie stated both can be

combined. At this point Kimberly will assume both Secretary and Treasure. Stacey and Justin will assist Kimberly as she needs until a seat becomes available and a new Secretary is appointed or willing to assume the position.

Lynn made a motion that all officers be revoted. Seconded by Michael Rowland. Stacey asked to know where it states in the bylaws that all officers need to be revoted. Julie pulled out Article IV Section 5 In the event any officer, because of absence or incapacity of any kind, is unable to perform any of the duties of office, or in the event of a vacancy of any office, the president of the board may designate some other person to perform such duties during such time or until such vacancy is filled by the board. (Was read by Justin)

With there not being a vacant seat to fill with 9 current board members this bylaw does not apply, and the board will stay as it is at this time.

Next meeting will be March 13, 2023 @ 6:30 pm at the Bono Community Center.

11. ADJOURNMENT

All in favor of adjourning