

The Village at Izatys Association, Inc.

Board of Directors Meeting

Wednesday, October 9, 2019

Maple Grove Town Green

7991 Main Street

Maple Grove, MN 55369

The meeting was called to order by President Michelle Baringer at 6:08 pm. In attendance were Board Members Kim Knickerbocker, Roger Swanson, Jim Greenwalt, Cathy Shuman and Randy Hoversten. Also in attendance was Ad Hoc Committee member Cal TenEyck. Board Member not in attendance was Brent Wessman and Ad Hoc Committee member Carl Schwanbeck. Representing Narveson Management was President Neal Narveson and Amy Parkin.

The minutes from the June 1, 2019 Board of Directors meeting were approved unanimously with amendments made.

Finance Committee

Randy reviewed the 2nd quarter financials and stated that as of August, expenses were down and income was up with a surplus of $294,000. He also noted that as of August, there was $151,000 in the reserves.

Randy also reported that maintenance expenses were flat with housekeeping and admin under budget for the year. The long term plan is to continue generating revenue.

Neal discussed real estate taxes and possibly having property values re-evaluated and he may try to contact an attorney to devise a plan for approaching the county assessor on a state wide basis regarding timeshares.

**Action Item—Neal will explore having real estate taxes values looked at by an outside law firm that specializes in those type of issues.**

Neal also discussed the potential additional income in the upcoming year with the continued RCI rental program along with the Club Interval Gold program.

Neal explained how the development of a Capital Reserve Analysis spreadsheet will help identify upcoming issues. It will not be available for this year’s annual meeting, as it will require additional review and adjustments throughout 2020. Randy encouraged Board Members to carefully review the Capital Reserve Analysis reports for discussion in December.

Neal informed the Board that income from the Club Interval Gold Program was not being transferred in the reserve account as of September to assist in keeping the line of credit usage to a minimum. The goal is to only use the line of credit to pay the property taxes in October, and some minimal expenses. Last year the Association borrowed $140,000 of the credit line before repaying it in the new year.

Neal discussed the cost of replacing the A-1 septic system which was approximately $15,000. It was agreed that a 50% down payment be made to Septic Check to get on their schedule for the spring of 2020.

Randy would like to see Club Interval Gold funds eventually return to being transferred to the reserves. Also, when recording those revenues that they be applied against the CGVI receivables.

**Action Item—Cindy will make those adjustments and have them appear in the next monthly financials when distributed.**

In the process of cleaning up the balance sheet, CGVI will be writing off balances as uncollectible debt. When sales of the foreclosed weeks eventually occur, the money will also be deducted against CGVI receivables balance.

The 2020 maintenance fees were discussed and it was determined that the amount assessed would stay the same as 2019 with the road assessment funds being transferred to maintenance fees.

Randy made a motion to accept the 2020 proposed budget. Cat seconded the motion. The motion was approved unanimously.

**Board Nominations**

Two Board Members are up for re-election: Roger Swanson and Brent Wessman.

Roger Swanson and Brent Wessman will run for an additional three year terms.

Cat made a motion to accept all nominees, Jim seconded the motion. Motion approved unanimously.

The Board of Directors will be seeking Ad-Hoc members and the applications will be mailed with Maintenance Fee billing on October 15th.

**CGVI Committee**

 Roger reported that the 2016 tax returns may have to be revised and refiled. There is still mortgage payments coming in that should cover the registrations and deed transfers to The Association.

**Property Management Report**

 Maintenance Fees will be assessed and in the mail on October 15, 2019.

All optional maintenance or reserve projects should be on hold through the remainder of the year.

**Old Business**

No old business

**New Business**

Cal asked about a plan for sales of weeks coming to the Association from CGVI. Neal shared various ideas for future sales.

Michelle will draft the President’s Letter to be mailed with the Annual meeting notice and will distribute to Neal and the Board for approval.

The Board asked that the Guest Directories in each unit be updated

**Action Item—Amy will update the information in the Guest Directory located in every unit.**

The meeting was adjourned at 8:20 pm.