

# THESE MINUTES ARE SUBJECT TO BOARD APPROVAL

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## HOLIDAY RV PARK OWNERS ASSOCIATION BOARD OF DIRECTORS MEETING January 10, 2015

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### BOARD OF DIRECTORS PRESENT

Terry Redwine - President  
Brien Carlson - Vice President & Management  
John Watkins - Secretary  
Fernando Da Silva - Treasurer  
Tony Damiano - Park Maintenance  
Mary Halberg - Rules & Regulations  
Jon Mackenzie - Collections  
Susan Magee - Park Use  
Tom Barcellos - Public Relations

### MEMBERS IN ATTENDANCE

15

Meeting was called to order by Terry Redwine

Flag Salute by Susan Magee

Minutes from December 13, 2014 stand approved.

### PRESIDENTS ADDRESS

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1. Please turn off all cell phones.
2. This meeting is restricted to owners only.
3. This is a volunteer board. No one is paid for their time. Board members are reimbursed for out of pocket expenses.
4. Discussion of issues can become heated and emotional, but everyone deserves to be treated with dignity and respect.
5. Regular and special meeting of the board are open to all members of the association, provided that association members who are not on the board may not participate in any deliberations or discussions unless expressly so authorized by a majority of a quorum of the board of directors.
6. Owners may participate in meeting during the 2 owner comment sections of the agenda.
7. Questions, comments, suggestions will be referred to the park director, Steve, as appropriate or taken into consideration by the

- board for research, review and discussion, and placed on next month's agenda.
8. Holiday Parks procedures and meetings are governed by our by-laws, CC&R's, and rules adopted by the board.

## **CORRESPONDENCE**

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Nothing to report

## **COMMITTEE REPORTS**

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### **Financial Report: Fernando Da Silva**

<b>ACCOUNTS</b>	<b>BALANCE</b>
Rabobank - Operating Account	33,084.64
Rabobank - Laundry Room Account	24,460.52
Rabobank - MM	45.00
Rabobank - Dues Account	53,386.85
Morgan Stanley Dean Witter	138,554.98
Pacific Western - CD	29,848.67
Mission Bank Capital BF	3,022.04
Mission Bank CD	104,968.77

### **PROFIT & LOSS: CURRENT / PREV. YEAR MONTHLY COMPARISON**

<b>ITEM</b>	<b>December 2014</b>	<b>December 2013</b>	<b>DIFFERENCE</b>
<b>Total Income</b>	55,538.68	41,831.68	13,707.00
<b>Total Expense</b>	53,883.60	81,284.78	-27,401.18
<b>Net Income</b>	1,655.08	-39,453.10	41,108.18

Motion to pay bills in the amount of \$19,403.98 by Jon Mackenzie, Seconded by Tom Barcellos, Roll Call, Motion Carried.

### **Management - Brien Carlson**

Nothing to report

### **Collections - Jon Mackenzie**

One person still owes for July 2014

### **Park Maintenance - Tony Damiano**

Swap Pump, Ice Machine and the Pool and Spa heaters are having problems. Steve will cover it in his report.

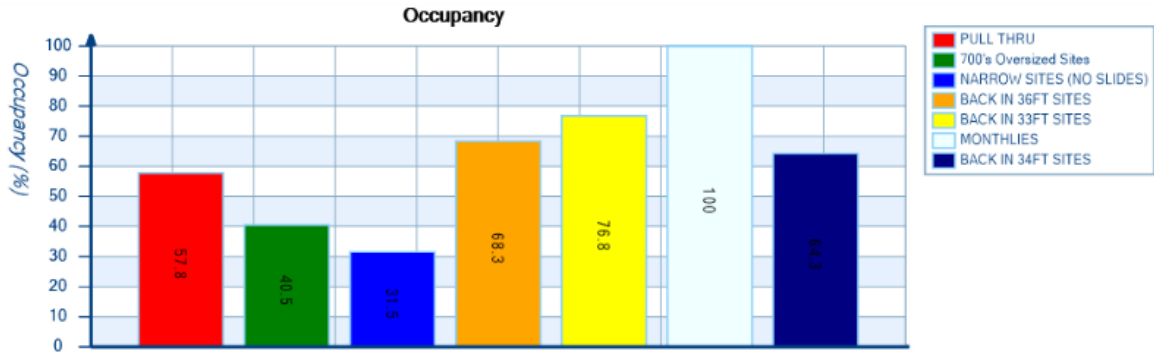
### **Rules & Regulations - Mary Halberg**

Nothing to report

**Park Use -Susan Magee**

*Holiday RV Park*  
**Occupancy and Average Rate Report**  
 Date: From 1-Dec-2014 to 31-Dec-2014

Description	Period	Site Available	Used	Unused	RevPAR	Occ (%)	Total Gross Revenue	Total Net Revenue	Gross Avg Room Rate (RevPOR)	Net Avg Room Rate	Avg Length of Stay	Confirmed (%)	Occupants	
PULL THRU	Days	15	480	288	194	10.81	57.83	4,879.03	4,879.03	18.34	18.34	15.85	0.00	68
700's Oversized Sites	Days	4	121	49	72	0.00	40.50	0.00	0.00	0.00	8.13	0.00	0.00	30
NARROW SITES (NO SLIDES)	Days	9	278	87	189	2.73	31.52	754.84	754.84	8.68	8.68	5.80	0.00	55
BACK IN 36FT SITES	Days	58	1728	1181	547	8.48	88.34	11,187.01	11,187.01	9.48	9.48	12.58	0.00	349
BACK IN 33FT SITES	Days	74	2283	1754	529	3.78	76.83	8,841.10	8,841.10	4.93	4.93	11.82	0.88	491
MONTHLIES	Days	40	1240	1240	0	11.89	100.00	14,748.45	14,748.45	11.89	11.89	31.00	0.00	158
BACK IN 34FT SITES	Days	11	339	218	121	5.82	84.31	1,971.60	1,971.60	9.04	9.04	11.47	0.00	69
<b>Grand Total:</b>		<b>209</b>	<b>6447</b>	<b>4795</b>	<b>1652</b>	<b>6.54</b>	<b>74.38</b>	<b>42,160.04</b>	<b>42,160.04</b>	<b>8.79</b>	<b>8.79</b>	<b>13.48</b>	<b>0.09</b>	<b>1,220</b>



NOTE: Revenue figures represent any charge which has been applied to a Reservation account within the period you have built the report for where the GIL Acc Code linked to the charge has the option selected to include in the Accommodation Revenue. This report will prorate all figures.

**Public Relations/Publicity -Tom Barcellos**

Nothing to report

**JANUARY BIRTHDAY SHOUT OUTS**

Regina Stoebe  
 Denny Wilson  
 Zig Aukstanis  
 Dennis Rustigian

Susan Stephen  
 David Frank  
 Roger Ritchie

**DIRECTOR OF OPERATIONS - STEVE SEUFERT**

- Sewer Station: One was repair a couple weeks ago. Mello Pump Company did the repair and they also suggested we do away with it and go with a better system.
- The elavator is down right now. We are in the process of getting it repair the part we need was ordered but the company repairing it.
- The spa heater went out and we got it repair right away. The pool heater is going to be getting repaired as well.
- The staff uniforms are here and they look really good.

- We now have a security incident report form that Gill will fill out if something happens and then he will put it in the drop box at my house along with his cell phone. Then in the morning I will see what happened when I check the box.
- AED was removed from the office down to the bathroom. We also ordered a spare battery for it as well.
- Last weekend was a large weekend and it went very well.
- We are in the process of doing the annual mail out.
- The sign company is making the new logos for the two last signs in the park with the bird on them.

## OWNERS COMMENTS

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- ❖ **Gerald Brown Locker 1:** Regarding the security guy maybe he could do a walk through on the bathrooms every time he does his rounds. Also how long do the ice machines usually last? Regarding the pumps maybe someone from the valley could look at pump companies to see what they have to offer or even get some ideas from.
- ❖ **Allen Bedford Locker 344:** Thank you for all the work you as a Board do. I would also like to see the annual mail out packets get smaller.
- ❖ **Dan Schmidt Locker 405:** Is there any way we can make the pool area a non-smoking area.

## OLD BUSINESS

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### 1. 2013 Audit Review final

It is completed. The Board had a new audit firm last year doing it and they saved us money.

### 2. Rates 2015

The Board will look at this after the March 2015 meeting

### 3. Annual Dinner

The Board is in the process of making plans for it. It is going to be at the Moose Lodge in Pismo Beach.

### 4. Electrical Project

Steve is getting quotes on the electrical project. We are also finding out if we can still use the same plans and permits from two years ago.

### 5. Long Range Plan

John Watkins is still looking for the plan we had done a couple of years ago. We will have it for the March 2015 meeting.

## NEW BUSINESS

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### 1. **Building Upkeep**

John Mackenzie thinks the Board should get 3 bids on how much it will be to have the outside of the building repainted in the park. (The Shop, Laundry Room, Office and Clubhouse)

### 2. **Pump Station**

Covered in Director of Operations section

### 3. **Cal Arvc Conference**

This year's conference is going to be held in Bakersfield. It is a one day conference; the cost is \$50.00 a person

### 4. **Elevator Repair**

Covered in Director of Operations section

### 5. **Video Camera / Recorder**

Someone had said that the minutes should be video recorded so that everything is shown what was said. Then that video can go on the website for Owners to view it. The cost for a video camera and stand would be \$250.00

## SECOND OWNERS COMMENTS

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- ❖ **Anna Brown Locker 1:** In regard to painting is there in color in mind.
- ❖ **Eldon Garrett Locker 313:** Every few months it comes up on making sites bigger. Why do we keep looking into it?

**Motion to go into executive session by Jon Mackenzie, Seconded by Tony Damiano, Roll Call, and Motion Carried**

Meeting Adjourned at 10:12am

