

**HOLIDAY RV PARK OWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**OCTOBER 12, 2013**

**BOARD MEMBERS PRESENT**

Brien Carlson – President  
Linda Toledo – Vice President & Management  
John Watkins – Secretary  
Terry Redwine – Treasurer  
Mary Halberg – Rules & Regulations  
John Souza – Park Use  
John Mackenzie – Collections

**MEMBERS IN ATTENDANCE**

16

Board Members Absent: Tony Damiano – Park Maintenance & Bill Couchman – Public Relations

Meeting was called to order by President Brien Carlson at 9:10am

Flag Salute by Bryan Eget

Motion to approve September 14, 2013 minutes, John Souza asked for a motion, Mary Halberg seconded, Roll Call: Motion Carried.

**CORRESPONDENCE**

John Watkins read two comment cards.

Comment Card #1: From Coalinga, CA; We stayed three nights and what we liked most about the park was the convenience and friendly personnel.

Comment Card #2: From Tulare, CA; the park was very clean, everyone was friendly, great staff.

**COMMITTEE REPORTS**

**Financial Report: Terry Redwine**

Rabobank - Operating Account	\$46,569.13
Rabobank - Laundry Room Account	\$11,049.14
Rabobank - MM	\$5,362.92
Rabobank - Dues Account	\$41,997.73

Morgan Stanley Dean Witter	\$132,189.45
Pacific Western – CD	\$29,792.68
Mission Bank Capital BF	\$13,509.41
Mission Bank CD	\$104,651.80
June 2013 Income	\$386,522.26
June 2012 Income	\$444,834.68

YTD TOTAL EXPENSE 2013	\$559,488.88
YTD TOTAL EXPENSE 2012	\$545,950.76
Difference	\$13,538.12

Profit & Loss	September 2013:	\$40,878.47
	September 2012:	\$51,082.42
	Difference:	-\$10,203.95

Total Expense	September 2013:	\$56,736.57
	September 2012:	\$54,024.76
	Difference:	\$2,711.81

Net Income	September 2013:	- \$14,903.50
	September 2012:	- \$1,848.07
	Difference:	-\$13,055.43

Typically the months of October, November and December we will run a short loss, due to it being our slow months.

Motion by Terry to pay bills in the amount of \$2,676.36, Seconded by Jon Mackenzie, Roll Call, Motioned Carried.

**Management: Linda Toledo**

We have a new girl in the office named Vanessa; she is very friendly and is catching on very fast. She comes with experience in the ROZ system. We have a group of really good girls in the office now. We ask that if you have a problem please take it to management and please be patient with the girls.

**Collections: Jon Mackenzie**

The January 2013 dues are all paid but one person. There are 64 that are past due for July 2013, we sent out a collection letter stating that until the dues are paid they will not be able to use the park and or make reservations.

Terry Redwine: I would like to say a big thank you to Jon Mackenzie for getting the deeds corrected and getting them all up to date and current.

### **Park Use: John Souza**

Figured out the issue we had with August 2013 park use. What it was is that we had a lot more owners staying in the park and guests of owners and or time was given to other owners to stay in the park.

Did a tally on the days that owners gave away to guests from January to August 2013; there were 1,196 days that were given away. Those are days that we are not getting any money for.

A lot of the numbers on the park use report are from owners staying and giving away free days.

Terry Redwine did a survey a few years ago and it showed that 261 owners did not use the park at all those years.

1-7 days stayed: 76 Owners

8-14 days stayed: 108 Owners

15-22 days stayed: 98 Owners

We have a lot of people that don't pay to stay here. It takes money to run the park.

John Souza: We had 54 days in owner overage in the month of August 2013.

### **Park Maintenance: Tony Damiano (Absent)**

Brien Carlson: The electrical project was stopped for a little bit due to getting permits, it is going to be starting back up on Monday, October 14, 2013. The steps in the swimming pool are fixed; also the spa will need to be refinished next year.

### **Rules and Regulations: Mary Halberg**

Mary distributed the minutes from the rules and regulations subcommittee meeting. (See Attachment)

The subcommittee met last Saturday on October 5, 2013 the meeting went really good. Remember this is your park-any gesture on your part to report and curb vandalism, littering and abuse of these rules by others will be in your best interest.

Mary told the owners that I am just the messenger I can take your concerns to the board.

There were many recommendations on what rules the park should keep, reword or delete. Mary reported the meeting went really good.

### **Public Relations: Bill Couchman (Absent)**

Gene Souza: The March 2014 meeting will be at a hall in Grover Beach. The hall is a lot bigger than the women's club was; it has a bigger kitchen and a BBQ.

## **October Birthday Shout Outs**

Orpha Eget 2<sup>nd</sup>

John Watkins 3<sup>rd</sup>

Joe Mikles 4<sup>th</sup>

Margaret Costa 7<sup>th</sup>

Felicia Rogers 9<sup>th</sup>

Delores Hoover 10<sup>th</sup>

Shelia Begley 10<sup>th</sup>

Ken King 11<sup>th</sup>

Jan Miller 13<sup>th</sup>

Joe DaSilva 14<sup>th</sup>

Marion Maas 15<sup>th</sup>

Leroy Overholt 16<sup>th</sup>

Gale Rustigan 16<sup>th</sup>

Chris Steiner 16<sup>th</sup>

Bill Couchman 17<sup>th</sup>

Sharon Souza 19<sup>th</sup>

Sherlyn Roderick 20<sup>th</sup>

Barbara Lind 20<sup>th</sup>

Val Szot 21<sup>st</sup>

Rosalie Dasilva 22<sup>nd</sup>

Ron Neve 25<sup>th</sup>

Joan Liddell 25<sup>th</sup>

Wayne Campbell 28<sup>th</sup>

Mario Diaz 28<sup>th</sup>

Shirley Vance 30<sup>th</sup>

Bob Busick 30<sup>th</sup>

John Souza thanked Mary Halberg for forming the Rules and Regulations committee. She is doing a great job.

John Watkins thinks the board is taking a new attitude and a new look at things. The board is taking a good positive turn.

Brien Carlson: Stated that with what Mary and John are doing is what the board stands for. In the past we have done a good job, but now we are going to do a great job.

## **OWNERS COMMENTS**

Joe Nunziato 565: I just want to thank Gene for everything he has done for me on this stay. I would also like to encourage the office to send an email to everyone who has stayed with us in the past and make contact with them as to why they have not come back.

John Souza Answered: In my opinion when I was in the office people would make reservations with us just to have a reservation. Then when they would get in with Pismo Coast they would cancel with us at the last minute.

Jon Mackenzie Answered: If we end up going with the new system, it will automatically send out a thank you email to people after they leave saying thank you for staying with Holiday RV Park from the president.

John Watkins Answered: We are going to increase our promotion of the park.

Shirley Vance 99: Is Gene going to have the Thanksgiving Dinner this year?

Gene Souza Answered: I am not going to be here, but the Beyer family has offered to cook it. We are looking for more volunteers to help as well.

What are you going to do when Gene leaves, are you going to go with a property management or a commercial property management?

Brien Carlson Answered: We are going to be really focused on looking into what we are going to do on replacing Gene. We have not really had the chance to start working on it during the summer on what we are going to do. We have people that we are looking at and even some property management companies. We are also looking into a general manager who knows the office side.

### **OLD BUSINESS**

1. **Electrical Delays**

We did have some issues with the permits. We are going to be restarting the project on Monday, October 14, 2013. We will be working thru the weekends to get this finished.

2. **Updating Reservation System**

We have not started moving forward on anything yet. We will be talking about it in our executive session about moving forward with our new reservation system.

3. **Office Updates**

We have a new girl in the office; things are starting to run smooth.

4. **Rules and Regulations Sub Committee Meeting**

The next committee meeting will be on November 2, 2013 at 10am

5. **Deeds Update**

All the deeds are up to date

6. **Election Deadline**

If you feel like you can contribute to the board then please run. We get a lot of suggestions and not a lot of participation. The applications need to be in by December 14, 2013 before the board meeting.

7. **Financial Report Analysis**

Terry Redwine made some recommendations in the way of helping the park increase the revenue. Some of the recommendations were to increase the rates and dues for monthlies and snowbirds. We would only be increasing the daily rates by \$2.00 a day. If the park decides to go with these recommendations the revenue could increase anywhere from \$60,000 to \$80,000 a year.

The pool steps got replaced with new steps and we fiber glassed them this time. We will be looking into getting the clubhouse deck tested to see if we need to make any repairs to it. Also the laundry room bathroom door will be getting replaced to where it will open the opposite way for safety reasons.

Electrical and the bathroom door in the laundry room will both be finished by the end of October 2013.

### **John Souza – Park Use Financial Analysis**

If an owner chooses to donate time, the owner's guest using the time I suggest the guest pays \$10.00 per day. That cost will cover the expense of the park.

### **Meters**

The board of Directors discussed the possibility of putting meters on the permanents and snowbird sites. This is just an idea that will be revisited at a later date.

### **8. John Watkins Report on board compensation and term limits**

John Watkins is working on how he is going to word it to put on the election ballot.

### **9. Charter – Digital**

Charter is not going to switch from analog to digital not until the end of 2014

## **NEW BUSINESS**

### **1. Operating Capital Budget 2014**

Can't really determine this until the board receives the new reserve study

### **2. 2014 Reserve Study**

Terry Redwine stated that in a week or so there will be a new 2014 reserve study, on the things that the park needs to perform if money is available.

## **SECOND OWNERS COMMENTS**

**John Vance 99:** I want to go back to the meter issue, when you get your PG&E bill every month there is a Tier 1 and Tier 2 and when you use up all your Tier 1 then you go into Tier 2. Is there way we can put a set amount on each person so when they go over then they pay a flat rate.

**Brien Carlson Answered:** If we decide to go with meters we will discuss this. But it is not going to happen anytime soon, this is down the road.

**Dennis Norton 478:** These are changing times; we are going to have to change something's. It is great to stay the way we are but things change.

**Linda Toledo Answered:** Everything we pay for has gone up.

**Edna Tinsley 875:** Maybe the park should look at a rate flat for electricity for monthlies instead of meters.

Motion to go into executive session by Linda Toledo, seconded by John Souza, Roll  
Call, Motioned Carried

Meeting adjourned to go into executive session at 11:30am

Meeting adjourned at 11:30am

Respectfully Submitted,

Janae Price  
Senior Reservations Clerk