



# HOLIDAY RV PARK OWNERS ASSOCIATION BOARD OF DIRECTORS MEETING October 17, 2015

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## **BOARD OF DIRECTORS**

Fernando Da Silva –President - Absent  
Tom Barcellos-Vice President/ Park  
Use Susan Magee -Secretary  
Terry Redwine –Treasurer  
Tony Damiano –Park Maintenance – Absent

Jon Mackenzie –Rules & Regulations  
Mary Halberg –Public Relations  
John Watkins –Management  
Brien Carlson –Collections

## **OWNERS PRESENT**

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Meeting was called to order at 9:05am by Vice President Tom Barcellos

Flag Salute by Mike Leming

***Terry Redwine made a motion to approve the minutes from September 2015 meeting, seconded by John Watkins, Roll Call Tony Damiano& Fernando DaSilva absent, and Motion Carried.***

## **PRESIDENT’S 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, 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 manager, Mike, 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&Rs, and rules adopted by the Board.

## **CORRESPONDENCE**

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Nothing to read

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## COMMITTEE REPORTS

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### **Management – John Watkins**

Met with Mike Leming to go over 1, 3, 5 year plan. Holiday RV Park is participating in the Clam Festival. Mike is interviewing for nighttime position.

### **Collections – Brien Carlson**

There are only fifteen people that still owe. Sheila is doing a good job doing collection calls.

### **Park Maintenance – Tony Damiano**

No Report

### **Financial Report: Terry Redwine**

ACCOUNTS	BALANCE
Rabobank – Operating	105,631.40
Rabobank– Laundry Room	40,736.52
Rabobank – MM	45.00
Rabobank – Dues	139,064.18
Morgan Stanley Dean Witter	138,064.18
Pacific Western – CD	29,859.83
Mission Bank Capital BF	0.00
Mission Bank CD	104,968.77

ITEM	September 2014	September 2015	Difference
Total Income	58,868.25	67,888.40	9,020.15
Total Expense	71,334.19	66,800.27	(4,533.92)
Net Income	(12,465.94)	1,088.13	13,554.07

***Terry Redwine made a motion to pay the bills in the amount of \$59,692.87; Brien Carlson seconded. Roll Call Tony Damiano& Fernando DaSilva absent, motion carried.***

### **Rules & Regulations – Jon Mackenzie**

Working on Prime time dates for 2016

### **Public Relations/Publicity –Mary Halberg**

No Report

### **Park Use –Tom Barcellos**

The occupancy was 89.89% in September 2015

The occupancy was 83.60% in September 2014

### **Beach Social Club – Mary Halberg**

Oct. 24 Happy Hour

Oct. 31 Halloween Party

Nov. 18 Chumash Trip

Nov. 21 Lasagna Dinner

Nov. 26 Thanksgiving Potluck 3pm

Dec. 5 Christmas Boutique

## MANAGERS REPORT

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**Maintenance:** The Backflow device has been replaced and certified. We had two separate estimates one for \$6,000 and another for \$4200. We ordered the device and installed it ourselves. The savings was over \$2,000. Thank you to Julio, Mike, Luke and board member Brien Carlson for assisting with the installation. The clubhouse exterior painting has been completed with the office being the next in line for a new coat of paint. Julio repaired the air compressor in the maintenance building.

**Office:** We now have a radio station at 87.7 that broadcasts check-in procedures and upcoming events. We have received our new shirts and name tags for the staff. The Office has Holiday RV Park T-Shirts, hats and tote bags for sale. All owners get 20% off of the regular price. We also have them for sale during the clam festival. This weekend Holiday RV Park has a booth at the clam festival. We are promoting our park to nearly 30,000 visitors.

**Manager:** There have been some rules and regulations violations within the park. Four notices were given out for different violations. Most of them have been corrected. I met with our insurance agent on Saturday. Our liability policy's premium will be decreasing for next year's renewal but there were some concerns brought up by the agent. We passed out of list that included some of these concerns including some rules that were not being adhered to.

I have received bids for a new stove and refrigerator for the clubhouse, another bid for washers and dryers and bids for improvements for the Wi-Fi.

**Misc:** The Steve Hill Concert in conjunction with the Beach Social Club barbecue was outstanding! The food and music knocked it out of the park!

## **PARK SURVEY**

25 Responses

Nice Stay	8
Tight Sites / Parking	9
Ice Machine	1
Poor Cable	2
Poor Wifi	5
Too Many Dogs	2
Too Many Old Trailers	2
Going Downhill	2
Helpful Staff	6

## **OCTOBER BIRTHDAY SHOUT OUTS**

Orpha Eget	Marion Maas	Joan Liddell
John Watkins	Chris Steiner	Wayne Campbell
Shirley Torres	Debra Oliveira	Mario Diaz
Margaret Costa	Bill Couchman	Larry Karagozian
Felicia Rogers	Sherlyn Roderick	Shirley Vance
Robert Sheue	Barbara Lind	Bob Busick
Dolores Hoover	Val Szot	
Sheila Begley	Rosalie DaSilva	
Jan Miller	Ron Neve	

## **OWNERS COMMENTS**

- Eldon Garrett Locker 313: Need to ventilate the laundry room. Inefficient fan in laundry room.

- Leroy Laird Locker 252: The rock in the dog run needs to be replaced. The fleas are a problem.
- Shirley Torres Locker 759: Are owners required to cover liability insurance.
- Jim Coleman Locker 536: All looks great at the park. I come to enjoy not to complain. Some say they get repercussions if they complain. 30-50 AMP where are we with that? The water bibs are in the wrong place for some RVs. Are we ready for El Nino? The TV cable goes off and on.

## **OLD BUSINESS**

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### **1. Pump Station – Tom Barcellos & Jon Mackenzie**

The pumps were installed 2 ½ weeks ago. Very professional company.

### **2. Washer & Dryers – Fernando DaSilva**

***Brien Carlson made a motion to go with Mark Nunes bid, Seconded by Jon Mackenzie, Roll Call Tony Damiano and Fernando DaSilva absent, and Motion Carried.***

### **3. 1,3,5 Year Report – John Watkins**

Met with Mike Leming will be doing the crack seal for asphalt for this year. The women's bathroom will be remodeled the first quarter of 2016. Waterless urinals by 2-14-16. The pool and decking need to be repaired. Need the elevator checked by certified elevator merchant.

### **4. WIFI**

Mike has done some research on this issue. Our area creates interference for a clear signal. Need to increase the bandwidth. Mike Leming will report on this in 30 days.

### **5. 2016 Capital Budget & Operating Budget - Terry Redwine**

Review and finalize at next Board meeting.

### **6. Asphalt Road – Tom Barcellos**

Started to do the roads but found a water seal mat so stopped. Core samples needed. October 28, 2015 will be a crack seal. Next October approx. for roads.

### **7. Draft of Audit – Terry Redwine**

Audit was completed everything is acceptable.

***John Watkins made a motion to accept audit, Seconded by Jon Mackenzie, Roll Call Tony Damiano and Fernando DaSilva Absent, Motion Carried.***

### **8. Establish line of Credit – Terry Redwine**

***Terry Redwine made a motion to apply for a line credit from Mission Bank using money from the Morgan Stanley investment account (\$31,000) and CDs for Mission Bank (\$105,000) and Pacific Western (\$29,800) with signers to be President, Vice President and Treasurer, Seconded by John Watkins, Roll Call Tony Damiano and Fernando DaSilva Absent, Motion Carried.***

## **NEW BUSINESS**

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## **1. Pool Deck and Coping**

***John Watkins made a motion that when bids are received Mike will email the Board Members for email vote, Seconded by Mary Halberg, Roll Call Tony Damiano and Fernando DaSilva Absent, Motion Carried.***

## **SECOND OWNERS COMMENTS**

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- Al Miller Locker 545: What will you do with rigs during electrical?
- Leroy Laird Locker 252: Drainage
- Linda Laird Locker 252: Do we have a policy for charitable donations in the park? Need manager approval.

Meeting Adjourned to Executive Session at 10:33am

***Motion to replace office printers in the amount of \$1257.12 made by Terry Redwine, Seconded by Mary Halberg, Roll Call Tony Damiano and Fernando DaSilva Absent, Motion Carried.***

***Motion to replace lounge chairs (no more than \$1200) by John Watkins, Seconded by Terry Redwine, Roll Call Tony Damiano and Fernando DaSilva Absent, Motion Carried.***

***Motion to purchase commercial refrigerator / freezer for the Park by Mary Halberg, Seconded by John Watkins, Roll Call Tony Damiano and Fernando DaSilva Absent, Motion Carried.***

Return to General Session at 11:52am

Meeting adjourn at 11:53am

Respectfully Submitted,

Susan Magee  
Board of Directors  
Secretary  
CC  
Janae Price  
Reservations Supervisor

