

Bear Lake RV Park Property Owners Association, Inc.

Board of Directors Meeting Minutes

February 15, 2021

**Time:** 7:08 p m

**Place:** Zoom conference call.

**Attendance:** Bruce, Stacey, Luanne, Ray and Debi.

Bruce called to order the meeting Stacey second the motion. The motion carried.

**Approval for Minutes:** December 11, 2020 minutes were approved as written by Bruce and second by Debi on December 28, 2020. The motion carried.

**Business**

**Appfolio:** Bruce is still trying to work out the bugs. Several owners have paid their dues. Maintenance fees are due March 31, 2021. Bruce will send out a second notice.

**Insurance:** Bruce is updating the parks insurance policies information.

**Maintenance Fee:** New owners will have their fees adjusted for paying starting from the month they purchased the undeveloped lots from Verlo.

**Park Communication:** appfolio is the park's main communication source. All lot owners are encouraged to sign up using the appfolio portal. If a lot owner is having trouble signing up. Bruce will gladly assist all who require assistance.

**Park website:** Bruce is trying to gain the parks login and password from the family who have been overseeing the website. Melanee would love to update the site, but she is unable to do so until this information is received.

**Park opening:** due to our crazy winter, the weather will be a deciding factor on when we can access the park for opening. The lock and gate will have a new code. The new code will be sent out to owners who have paid their fees.

**DDQ:** water system testing will be required every month until the water supply is closed for the winter.

**New Tank Procedure:** A new tank procedure will need to be created.

**Park Host:** Due to COVID 19. We do not know if we will be able to line someone up. If so this person will oversee the cabin, washer and dryer, mow lawn, sell ice, propane, and monitor the restrooms. Also, possible other simple duties.

**Electrical:** Ray will compile a list for electrical items that will be required. The board will also prioritize the electrical needs for the electrical system.

**Next BOD meeting:** in a few weeks for Bruce, Ray and Stacey for electrical information.

**Time:** TBA

**Place:** Zoom

**Adjourn:** Bruce moved to adjourn the meeting at 8:15 pm and Debi seconded the motion. The motion carried.

Minutes respectfully submitted by Debi Hunt Park Secretary