



“Family Fun for Everyone”

**The Rubidell Resort Condominium
And
River Bend RV Resort**

**Board of Directors Meeting
January 15th, 2011
Community Room (formerly known as Reservations)
26 Attendees**

Board of Directors – Present	Management – Present
Chad Londre - President	Jason Preinfalk
Gary Karnitz – Vice President - Excused	Jessica Jordon
Christine Santiago – Secretary	Kristen Swisher
Joseph O’Hara - Treasurer	
Jeff Ashmus – Condo Lot Owner	
James Thompson – UDI Representative - Excused	
Sue Best – Condo Lot Owner	Bud Styer – Consultant - Excused
Conrad Rudolph – Condo Lot – Alternate -	

I. Call to Order:

a. The meeting was called to order by Chad Londre at 9:05 am

II. Approval of the Agenda:

a. A motion was made by Sue Best and seconded by Christine Santiago to accept the agenda as presented. The motion carried.

III. Approval of the January Board of Directors Meeting Minutes:

a. A motion was made by Joe O’Hara and seconded by Sue Best to accept the minutes as presented. The motion carried.

IV. Treasurer’s Report:

- a. A summary was provided by Joseph O’hara. He stated there is \$80, 000 in the bank with all vendors paid.
- b. Old pool filters have been removed. New pool filters will be installed in spring
- c. Solar panels have been ordered and one half has been paid for and the balance due upon installation.
- d. Some members took advantage of the “Pay Early Dues Incentive Program” at the last minute.
- e. Kris Swisher will provide a more detailed update of the Bad Debt Collection efforts.

V. Management Report:

a. Jason Preinfalk;

i. Jason provided an update on the winter projects that the “pay early dues incentive” has financed.

- 1. The pool bathrooms are being renovated. They are through with the demolition. The plumbing and electrical have been run. They will be installing

the insulation next and then the walls and final details. One of the most important features of a successful campground are the bathrooms and we were due to update those bathrooms since the pool bathrooms support the heaviest usage during the season. There will be handicap stalls available.

2. New windows and doors have installed in the bar and restaurant with the exception of the porch windows. The porch windows are scheduled for installation this spring.
3. There is a new tap beer cooler.
4. The Community Room formerly known as the reservations building is complete and will be marketed to the community for rent.
5. The reservations service area will be restructured for more efficiency.
6. The house on the hill now known as The Lodge has been marketed for rental and we already have 3 weekend reservations on it. The lodge sleeps up to 14 people and used to rent at \$800 per month. The Lodge rents out at \$250 per night on the weekends and \$175 per night Sunday through Thursday.
7. The staff is beginning the Trade Show circuit and River Bend was represented at the Chicago show partnering with WACO. Continued marketing efforts with Bud Styer's Company, Camping for the Fun of It has provided excellent exposure. The 2011 directory is out with our half-page ad. Upcoming RV shows are Greenbay, the big show in Madison on February 4-6, and then Milwaukee February 24-27.
8. Jason announced that due to the lack of snow, some winter events had to be cancelled.

b. **Jessica Jordan:**

- i. Reported payment booklets for those who pay monthly have been mailed
- ii. January payments have been coming in strong
- iii. Total "pay your dues early" incentive brought in around \$300,000 which is similar to last year and has financed all of the winter projects and capitol improvements.

c. **Kristen Swisher:**

- i. Kris announced that reservation totals last year at this time was \$18,835. As of today, reservations at up at \$24,000 and keep coming in.
- ii. Kris announced that she kept a file of all past group reservation contacts and sent out a separate mailing promoting the lodge rental.
- iii. Bad debt collection efforts were slow due to the Holidays, however with February bringing tax returns, those efforts should bring in a bit more. The membership was reminded that none of the bad debt has been calculated in our operating budget, therefore any bad debt collected is actually bonus.

d. **Mr. Bud Styer:** was excused

VI. Committee Reports:

a. **Planning and Aesthetics Committee:**

- i. The committee is still working on the Severe Weather policy for the park. Jason will provide additional information and Christine will reformat the document. It will be sent to all members with a cover letter along with the flood evacuation policy. Members will be instructed to complete the last page with their updated information, sign it and return it to the association to be kept on file.
- ii. Jason provided an updated list of lots that had received notification on aesthetic violations and are now cleaned up either by the member or the management staff. Management staff removed items and placed them in the impound area and storage charges will apply to the primary owner. Another round of clean-up is scheduled this week, weather permitting.
- iii. The association has the authority to condemn a unit and will need a policy drafted to be kept on file with the association. Jason will begin that draft.

- iv. The committee will continue to keep two items on the agenda for future development. One is construction additional campsites around the back pond and the second is constructing storage units for members to rent.
- v. Jason announced that a new public address system has been ordered and will be installed this spring in and around the pool/activity center since that is the main hub of the park. It will be used for severe weather and activity announcements. This will promote our business and increase our safety efforts.

b. Fundraising committee:

- i. Christine Santiago turned the committee report over to Paul Wiese. He reported that the fundraisers have slightly over \$3,800 in the bank. That will be reserved for start up costs for next season
- ii. The food events have been coordinated with Jason and the summer schedule.
- iii. Irv's Famous Donuts will be available Memorial Day and Labor Day weekends. Not 4th of July.
- iv. The Halloween crew is already preparing for next year's events.
- v. The fundraising committee is always looking for volunteers to help out with all areas of fundraising.

VII. Old Business:

- a. Chad summarized his meeting with Rob Klotz, Jefferson County zoning official which included questions regarding plastic rubber maid type storage sheds. At the present time Jefferson County will NOT allow them and expects River Bend to enforce those rules. Management will provide a list of those lots with plastic storage sheds and letters will be sent instructing the owner to remove it by April 1st. If they are not removed, the management will do it and place the storage shed in the impound area. The member will be charged storage fees until it is removed.
 - i. We will be scheduling 2 – 3 weekends for volunteers to work with management to clean up the remaining sites as Jefferson County Board has stated they will be coming to the park for a site visit in April. There will not be any advanced warning, so we will be ready. Jason will have those dates and details posted on the website as we get closer to April and efforts will be weather dependant.
- b. Christine announced that previous board of director meeting minutes is now posted on the member's only intranet on the rbresort.com website. She will continue to maintain this process.
- c. Guest Review Electronic Web Based Guest Survey will be managed weekly by staff during the season and reports provided to the board of directors regularly.
- d. Facebook: Management announced they found out who was representing River Bend on facebook and management will refine how facebook is to be used to promote our business.

VIII. New Business: NONE

IX. Adjournment:

- a. A motion was made by Christine Santiago and seconded by Joe O'Hara to adjourn the meeting at 9:40 am.

Respectfully submitted by:

Christine Santiago, Secretary
Rubidell Resort Condominium Association

The next Board of Directors Meeting will be on Saturday, February 19, 2011 at 9 am in the Community Room formerly known as the Reservation's building.

January 15th, 2011