

**Hart Ranch Camping Resort
Quarterly Membership Board Meeting
October 28, 2017**

Present: Wayne Pauli (President), Tom Kinnison (Vice President), Bob McCormick (Treasurer), Elmer Pritchard (Membership Secretary), Tim Schnabel (Resort Manager)

Absent: Lisa Beck (Secretary), approved due to death in family

Call to Order: The meeting was called to order by Wayne Pauli at 10:07 am.
The meeting was opened with the Pledge of Allegiance, led by Tom Kinnison.

Elmer Pritchard asked to amend the Old Business to be able to comment on the 72 hour rule under item number 2.

Tom Kinnison made the motion to approve the agenda for the Quarterly Membership Board Meeting.
A Second was given by Elmer Pritchard.
Motion carried.

Budget Review Continued from October 27, 2017.

Tim Schnabel went through the following documents:

- Profit & Loss Budget Overview
- Comparison Sheet for 2011-2018
- POS Inventory adjustments
- Budget Assumptions and Overview

Some Highlights:

- Membership dues reflect the 3% increase with the 4.5% taxes removed.
- Lodge Sales – There are no major changes, and the Colt 450 renovation from massage cabin to rental, and the decrease of revenue for a Dakota cabin were presented.
- J1 workers for housekeeping were suggested for approval.
- A proposal for B members to use guest nights for Colt and Colt 2 cabins for a one year trial was presented, along with an estimated increase of revenues of approximately \$15,000.
- A proposal to sell the two rental RV's was presented. After discussion, the rentals will stay in place for another year.

*Tom Kinnison made a motion to approve J1 workers for the summer of 2018.
A second was given by Bob McCormick.
The motion to approve J1 workers was approved.
Motion Carried.

*Tom Kinnison made a motion to allow B members to use guest nights for the Colt or Colt 2 cabins from Sunday – Wednesday on a 24 hour notice at member rates.
A second was given by Bob McCormick.
Motion Carried.

Budget Highlights Continued:

- Sales Department goal for 2018 is \$100,000 in new sales, 250 Sales Tours with 50 memberships, and the promotion of resales. The goal is to replace the 50-75 memberships that we typically lose each year with 1FT, 2W or resale memberships.
- Camper Storage - The dollar amount reflects the increase of the rate and a goal of selling storage sites to have 965 occupied by the end of 2017.
- Activities – The rodeo was highlighted with a goal of an increase of sponsorships for 2018.
- Clarification was made on line item 826 that the Gas & Auto Expense is for HRCR maintenance, security and property vehicles.
- Repair & Maintenance in the Ground Dept. is showing to be less due to not putting asphalt into the budget.
- The electricity line item amount budgeted takes into account of not being sure what to expect in temperatures in the summer season.

Capital Improvement Highlights:

- Departmental long range plan items for 2018 were presented by Tim Schnabel.
- Electronic Key locks clarification was made to help understand that this is for key access areas of the resort, as well as for the cabins.

*Tom Kinnison made a motion to approve the budget for 2018.

A second was made by Bob McCormick.

Motion carried.

Treasurer's Report given by Bob McCormick

As of September 30, 2017

• Cash in Pioneer Bank Checking	\$47,463
• Pioneer Bank Money Market	\$33,218
• Black Hills FCU	\$91
• Med5 FCU	\$25
• Pioneer Bank Expansion Money Market	\$1,505
• Trust Account at Pioneer Bank	\$9,810
• Cash on hand in ATM, petty cash and change funds	\$11,280
• Certificates of Deposit	\$381,061
• RBC Wealth Management Investments	\$114,109
• Community Bank	\$248,784
• Black Hills FCU	\$99,023
• State Farm Bank	\$52,503
• Synchrony Bank	\$249,673

Total Assets \$5,367,115; Total Liabilities \$519,446; Member's Equity \$4,847,669

*Elmer Pritchard made a motion to approve the Treasurer's Report.

A second was given by Tom Kinnison.

Motion Carried.

Membership Report given By Elmer Pritchard

- P - 1480
- A - 630
- B - 1801
- C - 46
- W - 66
- 1FT/1MT - 8

Year to date, Hart Ranch Camping Resort has 4031 members. The total associate count is 6626.

*Bob McCormick made a motion to approve the Membership Report.

A second was given by Tom Kinnison.

Motion carried.

Resort Manager's Report

- Financial Report, year to date, for 2017 can be found in the minutes from the October 27th workshop minutes.
- The total numbers through September 2017 were presented by Tim Schnabel.
- The Capital Improvements highlighted were the Cheyenne and Colt cabins.

*Tom Kinnison made a motion to approve the Resort Manager's report.

A second was given by Bob McCormick.

Motion Carried.

It was noted that the financials and projected budget are available upon request by contacting Tim Schnabel.

Old Business

1. Sales Department Update:
 - Transfers: 125 total (95 NON FAMILY, 30 FAMILY)
 - New Sales: 20 total
 - ✓ P – 0
 - ✓ A – 0
 - ✓ B – 18
 - ✓ 1FT - 2
 - Resales: 3 total
 - Sales tours at \$89.95: 37 completed & 0 pending
 - Referral Stays/Tours at \$59.95: 9 total
 - Memberships sold to sales tours: 4 total
 - Transfers sold to tours at \$1,000 = 1 total
 - Memberships that have come from referrals: 4 total
 - RPI sold: 13 total
 - Associate upgrades: 5 total
 - Associate Additions: 61 total

- Free 1FT: 2 total
- Free W's: 2 total

The 2W (Two Week Membership) will be introduced as a new level of membership:

- The 2W will sell for \$2,995 with a yearly maintenance fee of \$235.44.
- 14 nights in/14 nights out during peak season and the nights must be consecutive.
- No member buy options during peak season.
- No Guest Nights.
- No Associate Rights.
- Colt and Colt 2 access during peak season will be allowed.
- Off season cabin access will be based on availability.

*Elmer Pritchard made a motion to approve the sales report.

A second was given by Bob McCormick.

Motion carried.

2. Elmer clarified that the new 24 hour rule allows members to check in with the front desk and at the welcome gate if they are going to be absent from their site for up to 48 hours. Excessive use of this will be approached as needed.

*Bob made a motion to approve the clarification of the 24 hour rule.

A second was made by Tom Kinnison.

Motion carried.

*Tom Kinnison made a motion to adjourn the BOD Membership Meeting.

A second was given by Elmer Pritchard.

Motion carried.

This meeting was adjourned. The next BOD meeting will be a conference call held on February 16th at 9:00 am.