

INDIAN COVE RESORT ASSOCIATION, INC.

BOARD OF DIRECTORS WORKING GROUP

MEETING MINUTES

Date: Wednesday, September 23, 2026

Time: 6:00 PM – 8:03 PM

Location: ICRA Office / Zoom

Board Members Present

- President – Jeff Miller — In Person
- Vice President – Troy Manning— Via Zoom
- Treasurer – Bonnie Herring— Via Zoom
- Secretary / Parliamentarian – Bill Placek— In Person
- Director at Large – Jimmy Landis— In Person

Management Present

- General Manager- Jay Jenkins- In Person
- Assistant General Manager- Sophie Evers- In Person

Management participated throughout the meeting and provided operational input.

1. CALL TO ORDER

The Board of Directors Working Group meeting was called to order at approximately 6:00 PM. The Board reviewed the agenda and proceeded with discussion of Association policies, operations, maintenance, and planning.

2. BACKGROUND CHECK PROPOSAL

The Board discussed the potential implementation of background checks for Association Members, including privacy, liability, cost, administrative requirements, and Management workload.

The Board determined that a routine Member background-check program is not warranted at this time.

Action/Disposition: Proposal tabled. The matter may be reconsidered if a specific need arises.

3. VEHICLE, RV, TRAILER, AND RECREATIONAL EQUIPMENT INSURANCE — PROPOSED RULE 5.8

The Board reviewed proposed Rule 5.8 establishing insurance requirements for applicable vehicles, RVs, trailers, boats, golf carts, and other equipment located on Association property.

The Board agreed the rule should establish owner responsibility for maintaining insurance without requiring Management to continuously monitor individual policy expiration dates.

Action/Disposition: Rule 5.8 to be revised and circulated electronically for Board approval before being provided to Management for incorporation into the Association Rules.

4. UPDATED BYLAWS

The Board reviewed the status of the updated Bylaws and identified several attorney-recommended revisions that had not been incorporated into the circulated version.

The identified revisions will be incorporated, and the completed Bylaws recirculated for electronic Board approval.

Action/Disposition: Complete remaining revisions, obtain Board approval, and provide the final Bylaws to Management for posting.

5. RV REPAIR MATTER

The Board briefly reviewed the previously discussed RV repair matter and related correspondence.

The Board determined that the Association's response to the original incident had been addressed and that subsequent repair concerns did not warrant reopening the matter before the Board.

Action/Disposition: Matter considered closed for Board purposes. No additional Board meeting is necessary at this time.

6. WASTEWATER TREATMENT

The Board discussed the Association's wastewater treatment system and future facility needs.

Additional information is needed to evaluate potential improvements, facility alternatives, property requirements, funding, permitting, and long-term operational needs.

The Board also discussed potential use of existing Association property and facilities as part of future wastewater improvements and the importance of maintaining reliable treatment capacity.

Action: Management to coordinate additional information and follow-up regarding future wastewater treatment needs. The Board will review recommendations and alternatives when available.

7. WATER PLANT / WELL CAPACITY

The Board received an update on the water plant and discussed current operating capacity and the potential future need for an additional well.

Recent periods of high demand and the importance of maintaining adequate reserve capacity were reviewed.

Action: Obtain preliminary information regarding an additional well and consider the project during future budgeting.

8. CONCRETE PAD REPLACEMENT

The Board reviewed proposals for replacing deteriorated concrete camping pads.

The Board agreed to proceed with replacement of ten priority pads, subject to verification of dimensions, scope, and final pricing.

Management will prioritize the most deteriorated pads and coordinate work around winter camping and existing reservations.

Additional pad replacements may be considered later based upon available funding and project progress.

Action/Disposition: Proceed with planning for ten pad replacements. Additional replacements to be reviewed at a later date.

9. MANAGEMENT CONCERNS AND RECOMMENDATIONS

Staffing and Winter Maintenance

Management provided an update on staffing and anticipated winter assignments.

The Board discussed maintaining adequate staffing while completing winter maintenance projects, including bathhouse improvements and other facility maintenance.

Clubhouse and Facility Improvements

The Clubhouse was identified as a major winter maintenance and improvement priority. Additional projects include lighting, flooring, pool-house improvements, the Security building, and routine maintenance.

Management will begin obtaining necessary quotations and planning for winter work.

Security and Camera System

The Board discussed improvements to the Security building and continued expansion of the campground camera system.

Potential additional camera locations include entrances, exits, the boat ramp, Lounge, Pavilion, and other areas identified as security or liability concerns.

Tow Vehicles and Equipment

The Board discussed the condition and reliability of Association tow and utility vehicles.

The Board emphasized the need for dependable equipment capable of assisting Members with larger recreational vehicles and supporting campground operations.

Potential replacement vehicles, used equipment, and tractor-type alternatives were discussed.

Action: Management to research appropriate replacement vehicles and equipment and provide options for future consideration.

10. INITIAL WINTER WORK PLAN

The Board discussed the initial winter work plan, including:

- Clubhouse improvements
- Bathhouse maintenance and winterization
- Pool-house work
- Security building improvements
- Camera-system expansion
- Landscaping and grounds work
- Routine maintenance projects
- Concrete pad replacement
- Tow vehicle/equipment needs

Management will coordinate scheduling to minimize disruption to Members and winter camping operations.

Action: Management to develop and coordinate the winter work schedule and prioritize projects based on operational needs and available resources.

11. WINTER CAMPING / POTENTIAL NON-MEMBER CAMPING

The Board discussed the upcoming Winter Camping program and potential future participation by non-members.

The Winter Camping meeting was designated for November 2, 2026, at the Lounge. Management will provide appropriate notification and advertising.

The Board discussed the possibility of allowing non-member winter camping on a limited, case-by-case basis. A broad non-member program was not adopted for the upcoming winter.

The Board also discussed developing a formal non-member winter camping program and agreement for a future season.

Action/Disposition: Winter Camping meeting confirmed for **November 2, 2026**. No broad non-member program adopted at this time. Management may evaluate individual requests subject to availability and Association requirements.

12. MEMBERSHIP DEVELOPMENT / RV AND BOAT SHOW OUTREACH

The Board discussed methods of increasing Association membership and campground utilization through RV and boat show outreach and potential partnerships with RV dealers.

Potential opportunities include offering prospective Members a complimentary camping experience combined with a campground tour and membership information.

Action: Management to explore potential RV/boat show participation and dealer partnerships and report back on possible membership-development opportunities.

13. CAMPING RESERVATION AND CAMPING USE PROPOSAL

A proposed camping reservation policy was presented addressing campsite availability, back-to-back reservations, repeated use of the same campsite, and Management's ability to monitor compliance.

The Board discussed practical administration of the proposal and the need to ensure that restrictions do not unintentionally affect Members transitioning from Winter Camping into the regular camping season.

Action/Disposition: Proposal tabled for Management review. Revised language should specifically address the transition between Winter Camping and the regular camping season.

14. CAMPGROUND UTILIZATION AND REVENUE GENERATION

The Board discussed campground utilization and opportunities to increase occupancy and revenue between major holiday periods.

Potential strategies included additional activities, events, Member referral programs, short-term camping opportunities that do not interfere with existing reservations, and additional marketing.

Action: Management to evaluate opportunities to increase campground utilization and revenue.

15. GUEST FEE COLLECTION AREA

The Board discussed the guest-fee collection area and the benefits of outdoor collection while recognizing weather and employee comfort concerns.

Management was asked to evaluate a weather-protected structure, potentially with climate control.

Action: Management to evaluate options for improving the guest-fee collection area.

16. ELECTRIC VEHICLE CHARGING

The Board revisited the possibility of providing EV charging at the Association.

Potential options included third-party providers, Association-owned equipment, designated charging spaces, dedicated electrical circuits, and user fees to offset costs.

No final decision was made regarding equipment, provider, location, or pricing.

Action: Continue researching EV charging options and costs for future consideration.

17. OTHER PREVIOUSLY APPROVED PROJECTS

The Board confirmed that previously approved work involving the back gate and lift station remains authorized.

Management reported that work on the lift station is underway.

Action: Continue with previously approved projects.

18. FALL FESTIVAL / MEMBER INFORMATION

The Board discussed providing Members with information concerning Association activities, upcoming winter operations, and planned projects.

The Board decided that Management will provide the informational update to Members during the Fall Festival by way of a member gathering.

An online informational update will also be posted to reinforce the information provided during the Fall Festival gathering and provide access to Members who are unable to attend.

Action/Disposition: Management to provide the informational gathering during the Fall Festival and prepare an accompanying online update for Member access.

19. ADJOURNMENT

There being no further Board business, the meeting was adjourned at approximately 7:30 PM.

Respectfully submitted,

Bill Placek

Secretary / Parliamentarian

Indian Cove Resort Association, Inc.

Minutes Documentation Standard: These minutes are intended to serve as the official record of actions taken and topics discussed during the meeting. In accordance with generally accepted governance practices and Robert's Rules of Order, minutes summarize actions and key discussion points but do not constitute a verbatim transcript of the meeting. Supporting documentation and detailed discussion records, where applicable, are maintained separately in the official records of Indian Cove RV Resort.