

**Holiday Park, Park & Recreation District
Special Workshop Meeting Minutes
December 3, 2020**

I. Call to Order by Chairperson Dick Gortz @ 9:00 AM

II. Roll Call

Taken By: Barbara Vitolo

Present: Chairperson Dick Gortz, 1st Vice Karin Anderson, 2nd Vice Ken Judd, Treasurer Don LaMaster, Secretary Cheryl Morris, Trustee Betty Hart, Trustee Jim Oliver, District Manager, Tess Schofield and Sgt at Arms, George Clinch.

Absent: Trustee Mike Nasalski and Trustee Bob Bachman.

III. New Business

1. Recruiting District Manager.

Dick Gortz advised that the Park Manager would be leaving in mid-January. This workshop is to set procedure for recruitment, interviews, and candidate selection. The Park may need numerous workshops prior to selection of the successful candidate. Dick is asking for suggestions for the process. Currently the position is advertised at CAIonline.org and Condojobs.com. These postings have resulted in 3 resumes so far.

Cheryl Morris was surprised when she received the resumes. She thought the process was going to be to get together prior to job posting. Her research of the salary range was anywhere from \$48,000 to \$59,000 per year.

Dick Gortz stated that once the resignation was received, he used the current criteria to post the job due to the short time frame.

Don LaMaster stated that previously a committee was formed to sort and review resumes and then they were forwarded to the Trustees for further review.

Karin Anderson stated that prior to being a trustee, she was on this committee with 1 Trustee and 3 park residents. This committee reviewed resumes and forwarded the top 4 to the Trustees for a public meeting.

Cheryl Morris questioned how many resumes were received.

Karin Anderson stated that a number of the resumes were not qualified for the position.

Don LaMaster stated that the Park needs someone qualified and experienced.

Dick Gortz stated that since the number of community associations in Florida is on the rise, the number of qualified applicants may be few. Dick recommended one at a time interviews that would not violate Sunshine Laws.

Ken Judd expressed experience in special districts an advantage and maintenance experience helpful. Ken stated that he did not get the resumes since he does not use his gmail account and requested the park send his information to his personal email account.

Karin Anderson reminded everyone that it is a recommendation by the attorney to have a separate email address (gmail) for Park business.

Cheryl Morris agrees with Dick Gortz for the methodology of interviews. She also agrees with Ken Judd concerning adding special district to job posting.

Cheryl would also like to recommend changes to the manager job description

at a future meeting.

Dick Gortz recommends that a special workshop be scheduled for every Tuesday until the process is complete.

Betty Hart stated that she prefers meeting with each candidate one on one.

Jim Oliver stated that he would want to interview each candidate and is looking for someone willing to work with the Trustees.

Dick Gortz stated that the workshops will be every Tuesday at 9 am, beginning December 15, 2020 until January 12, 2021. These workshops are to recruit and hire a new District Manager.

Cheryl Morris questioned if the Park could get more resumes by listing in the Newspaper, using a recruiter or by using an online job posting site like Indeed.

Tess Schofield stated that the use of Indeed allowed the Park to weed out applicants that are not qualified. The Park already has an account with Indeed.

Dick Gortz stated he would get an ad listed on Indeed.

Tess Schofield stated that most special districts in Florida are fire departments and water authorities and have no community experience.

IV. Supplemental Items

Cheryl Morris would like to see her recommended changes to the job description discussed at the next meeting. She also questioned how the park will be managed if a new manager is not hired prior to the current manager leaving.

Dick Gortz stated that the park cannot be managed by committee.

Karin Anderson stated that each Trustee should stay focused on their area and assignments.

Dick Gortz stated that according to the Trustee Bylaws in the absence of a Park Manager the Chairperson steps in.

Resident Dee Neely stated as there is not going to be a Health Fair, the Big Red Bus would like to have a blood donation day. As an added bonus anyone donating blood will get a COVID-19 Antibody test. The bus will follow CDC guidelines and only allow 4 donors in the bus at a time.

Cheryl Morris stated that the blood banks are desperate for donations and her recommendation is to allow the Big Red Bus in.

Dick Gortz agrees as long as there is no danger to residents and there does not seem to be.

Tess Schofield recommends the Phase II parking lot as the best location.

Dee Neeley will contact the Big Red Bus for a date in January. There will be a notification on the sign and in the newsletter.

Betty Hart recommends a sign-up sheet for appointments.

Hal Strang thanked the Trustees for their dedication. Recently he has heard Trustees making comments about other Trustees in public. This is bad for the park. The mowers have not mowed in front of his house. They do not trim or edge properly. The park needs someone that is going to do the job.

Dick Gortz stated that the Trustees work for the homeowners and the homeowners have a voice. If you do not like what the Trustees are doing, vote them out or run for office yourself.

Deb Good questioned the 3-month rental rule. Wondered if that could be revisited.

Dick Gortz stated that the rental rule was the voice of the homeowners to discourage short term rentals.

Karin Anderson thanked Deb Good for her comments and acknowledged that many renters turn into owners. Currently the LLC is looking at our rental policy. She stated that does not see the policy changing now, but it could change in the future depending on the will of the homeowners.

Jim Oliver stated that someone from the LLC was inspecting a home on Palena recently.

Karin Anderson stated that the LLC is in monthly inspecting the properties.

V. Trustee Comments

None

VI. Residents Comments

None.

VII. Adjournment

Meeting adjourned at 9:53 am.

Next workshop December 15,2020

Respectfully Submitted,



Barbara A Vitolo
Bookkeeper, Holiday Park

Approved by,



Cheryl Languirand Morris
Secretary, Board of Trustees