

MINUTES
OF THE
MEETING OF THE BOARD OF DIRECTORS

CALL TO ORDER

The regular Meeting of the Board of Directors of Pismo Coast Village, Inc. was called to order September 18, 2021, by President Garry Nelson at 10:02 AM.

PLEDGE OF ALLEGIANCE AND INVOCATION

Mr. Pappi led the Pledge of Allegiance and Mr. Willems gave the invocation.

PRESIDENT'S MESSAGE

Mr. Nelson welcomed the Directors to the meeting. Due to updated County Covid-19 restrictions in place, shareholders did not participate in this meeting. Mr. Plumley was thanked for his efforts overseeing the Employee Barbeque. Mr. Nelson expressed his appreciation to the Directors that volunteered their time for the event, as well as to Tommy Sanders and the staff that helped to setup, cook and breakdown.

ROLL CALL

Mr. Skaggs called roll. All members of the Board of Directors were present. Mr. Skaggs declared a quorum.

PRIOR MINUTES REVIEWED

Mr. Johnson moved that the minutes of the Board of Directors' Meeting held July 17, 2021, be accepted as submitted. Mr. Williams seconded, and the motion carried unanimously.

CHIEF EXECUTIVE OFFICER/GENERAL MANAGER'S REPORT

Mr. Jamison, Chief Executive Officer/General Manager, thanked the Board for their team effort on the Employee Barbeque. Many of the staff attended and appreciated the event. He began his Manager's Report by giving a brief overview of occupancy trends as the Company is moving towards the end of FY2020/2021. He stated that site revenue was up. Out of the past twelve months, eight months have been record occupancy for the Company dating back to the 1980s. With the past year being an anomaly with higher than normal tourism trends due to the pandemic, occupancy totals for the year are currently 127,624. This is a 3,000 night increase over three years ago which totaled 124,487. A normal cycle of occupancy for the coming year is expected.

With updated County Covid-19 restrictions in place, the Resort continues to follow routine protocols with staff and guests, and has been providing masks upon request. Mr. Jamison also discussed labor challenges that the Company has been experiencing in regards to filling staff positions in most of the departments. This challenge is being faced by businesses across the tourism industry. Recent staff changes were then reviewed including new hire, Dan Hollender, who came onboard in April 2021 as the Maintenance Supervisor and Brandi Collins, who began work in May 2021 as the HR/Accounting Manager. Mr. Jamison acknowledged that their performance and interpersonal skills have been a great benefit to the Resort.

He also expressed his appreciation to Carol Lyon, Corporate Executive Assistant, for taking the lead on shareholder assistance and share transfers this past year. She also has been assisting the Board in moving forward with the use of electronic technology. Tablets were ordered and set up for Board members to use during meetings to help eliminate the excess use of paper. Mr. Jamison thanked the Board for being open to the new processes and technology.

There have been no new updates on locating additional storage properties. Mr. Jamison stated that he and Mr. Nunlist have been visiting potential properties, but all those that were viewed had issues or drawbacks that would make it impossible for use. The search continues. Mr. Plumley questioned whether the Resort would have the option to go through the same process that Pismo Creek RV Resort did with their reclamation of the creek bed project. Mr. Jamison stated that the stabilization of the creek bed was completed to address erosion issues, and PCV would not qualify since there are no current erosion issues on the creek side of the park.

Mr. Jamison spoke of the opportunity he had to tour the new Harbor Terrace campground property now known as Flying Flags Avila Beach Port San Luis. He stated that the campgrounds include accommodations for all types of campers, including large RV sites, cabins and campsites overlooking views of the harbor. Two levels of campsites have been completed and two more are still under construction.

EXECUTIVE AND PERSONNEL & COMPENSATION/BENEFITS COMMITTEE REPORT

Mr. Pappi, Chair, reported that there was a joint meeting held Friday, September 17, with the Executive Committee. All Committee members were present, along with CEO/General Manager, Jay Jamison. Mr. Jamison presented an overview of the Resort activities to the Committee. This included the Resort's occupancy report, the Vintage Trailer Rally event and possible locations for the 2022 Annual Shareholders' Meeting. A conference call was held with Blake Goehring from Merrill Lynch. He provided an update to the Committee on the 401(k) plan and the positive feedback from the employees. The Committee reviewed short and long term goals with Mr. Jamison. He was then given his annual performance review. The meeting was adjourned at 5:00 PM.

FINANCE COMMITTEE REPORT

Mr. Roberts, Chair, reported that the Committee met this morning, September 18. All Committee members were present. Mr. Jamison attended as a guest. Mr. Roberts reported that the Committee reviewed the financial statements for July and August 2021. He stated that the Balance sheet is very strong. The details of the proposed FY2021/2022 Operating Budget were reviewed. Mr. Jamison presented the proposed Capital Expenditures for FY2021/2022. A Motion Out of Committee was made to resolve to adopt the FY2021/2022 Operating Budget as it was presented and the FY2021/2022 Capital Expenditures Budget with a limitation of \$423,000 as it was presented. There was no new business. The meeting adjourned at 9:50 AM.

OPERATIONS COMMITTEE REPORT

Mr. Enns, Chair, reported that the Committee met this morning, September 18. All Committee members were present. The Committee reviewed shareholder correspondence and comments. No actions are being suggested at this time. The meeting adjourned at 9:20 AM.

AUDIT COMMITTEE REPORT

Mrs. King, Chair, reported the Committee met Friday, September 17. All Committee members were present. Jay Jamison, CEO/General Manager, Brandi Collins, Accounting Manager and Jerry Roberts, Finance Chair were scheduled to attend the meeting. Mr. Jamison and Ms. Collins were present as guests and Mr. Roberts will be met with after today's meeting. The comments from Mr. Roberts will be noted on the November Board meeting minutes. The committee received an update from Ms. Collins, on work transition, business observations and improvement opportunities. An update was given by Mr. Jamison on capital improvements completed, future planned capital improvements and needed funding. Also discussed, was the upcoming Brown Armstrong Audit and any concerns with the pending audit outcome reporting. The meeting adjourned at 12:05 PM.

ENVIRONMENTAL, HEALTH & SAFETY ADVISORY COMMITTEE REPORT

Mr. Skaggs, Chair, reported that the Committee met Friday, September 17. All Committee members were present. Charles Amian, Operations Manager, was present as a guest. Mr. Amian provided a handout of the Guest Injury Report. He discussed guest incidents which included one guest who sustained a fractured leg after striking her head on her unit and falling backwards onto her leg. There were no new employee injuries to report. There is an existing past injury report that has not been closed yet which involved a Security employee who fell off of the Segway. Mr. Amian provided a copy of the EH&SA Advisory List dated 9/17/2021. Completed items were reviewed and checked off. The Committee made a recommendation that Advisory No. 4 be completed in the near future. A special thanks was given to Mr. Amian for providing a rental car for the field review, which included a meeting with RV Service Manager, Tom Lauinger who gave a tour of the new RV facility. The Committee is eagerly anticipating more staff to be hired to help facilitate fully opening the new RV shop and RV parts area. The RV storage facilities were also toured and reviewed. The meeting adjourned at 10:59 AM.

NOMINATING COMMITTEE REPORT

Mr. Willems, Chair, reported that the Committee met Friday, September 17. All Committee members were present. The Committee reviewed interview questions and interviewed a new Board candidate. They also reviewed all Board members for the 2022 ballot/reelection. The meeting adjourned at 1:30 PM.

Mr. Nelson recessed the meeting at 10:30 AM. He reconvened the meeting in Closed Session at 10:45 AM.

OLD BUSINESS

Mr. Jamison presented the draft of the FY2021/2022 Operating Budget with departmental breakdown, consolidated plan for the year with the list of budget assumptions, and forecast. Occupancy numbers were based on 2019 due to impacts of Covid-19 in 2020.

It was indicated that one major area of impact to the consolidated plan on the bottom line is the proposed restroom #3 renovation project to begin in December 2021 with anticipated completion by the end of February 2022. A discussion ensued over the details of the project.

The draft of the FY2021/2022 Capital Expenditures Budget was presented with proposed Wifi upgrades which will involve adding ten additional poles with receivers to help distribute a better signal throughout the Resort. A discussion on the park's bandwidth was initiated. Also included in the budget is the proposed Phase III camera installation project, as well as a truck replacement for RV Service and Security and a backhoe replacement.

FINANCE COMMITTEE

The Finance Committee recommended, Mr. Roberts moved, and the Board unanimously approved the following resolutions:

RESOLUTION # 1260/1245

Resolved to adopt the Operating Budget for Fiscal Year 2021/2022.

RESOLUTION # 1261/1246

Resolved to adopt the Capital Expenditures Budget, which shall not exceed \$423,000, for Fiscal Year 2021/2022.

NOMINATING COMMITTEE

Mr. Willems, Chair, reported that the Nominating Committee would be finalizing their recommended slate of nominees for the January 2022 Annual Shareholders' Meeting which will be presented at the November Board meeting. The Committee spoke with the Board members individually to clarify their intentions. He requested that Directors considering not running for reelection, notify the Committee so a candidate could be selected to fill the slate. Mr. Willems stated that the Committee does have three very qualified candidates available.

NEW BUSINESS

STOCK REPORT

Mr. Skaggs, Assistant Corporate Secretary, reported that he had reviewed the stock transfers shown on the Stock Transfers List dated September 18, 2021. These transfers have met the criteria for changing ownership and have been approved for transfer.

RV STORAGE

Mr. Buchaklian initiated a discussion regarding the Resort's RV storage waiting list, and the processes for managing the list. Per Mr. Jamison, the RV storage waiting list is based on unit size with larger unit sizes being the most popular. Mr. Nelson recommended that the Operations Committee review how many people are on the waiting list, how many of those people are shareholders, as well as how many units are in storage that are in total disrepair that could be removed to make more room. The Operations Committee will report back their findings on a later date.

ANNUAL MEETING PREPARATIONS

Director's Annual Meeting forms were presented to the Board for completion for the 2022 Annual Reorganizational Meeting and included the Director's biographical information, the Director's Questionnaire Form, the SEC Form 5 (Declaration of changes in share ownership during the current fiscal year), and the Committee Member Attendance Reports for Committee Chairs.

There being no further business, the meeting was adjourned at 11:29 AM.

The above minutes of the September 18, 2021, Board of Directors' Meeting are correct and accepted as presented.

Brian J. Skaggs

Brian J. Skaggs, V. P. – Secretary