

**Nature Pointe Board Meeting**  
**Minutes Friday, October 4, 2013 at 8:30 a.m.**  
**Nature Pointe Clubhouse**

**Board members present:** Alex Leonard, President; Mark Tuttle, Vice President; Bryan Burns, Treasurer; Karen Leach, Secretary; Trudy Henderson and Debbie Leonard  
**Staff:** Simona Derr, Clubhouse and Events Manager, and Tim Roberts, Facilities Manager  
**Members:** Buck Dewey

**Call to Order**

Trudy called the meeting to order at 8:33 a.m. The Board minutes of September 6, 2013 were approved.

**Building Report**

Tim reported that the snow truck is running well and he cleaned the swimming pool patio areas. He is doing touch-up painting on walls and concrete floors, working on the spa, winterizing the swamp coolers, placing additional rocks around the pond and working on the lawn in preparation for winter. The work order sheets are up to date and the propane tanks have been filled.

Tim said he is still having issues with the swimming pool ORP (*Oxygen Reduction Protection*) system, which needs repair prior to the pool inspection. The Bernalillo County inspector came to the Clubhouse last week to collect the overdue annual inspection fee of \$75, which Simona paid. Discussion followed and an agreement was reached that all future required county, state and other inspections and renewal fees will be paid and completed on the required schedule.

Tim and Paul Reed have been building shelves and organizing the Kiva. Karen suggested identifying a purpose for each of the 4 storages areas (Kiva, shed, shop and Clubhouse storage room), e.g. wedding supplies, tools, etc. She suggested that the HOA develop a budget to purchase tools rather than using Alex's tools. Trudy suggested inventorying items in storage. Tim said the annual inspections for the kitchen hood and sprinkler system have been done and the annual inspection for the fire extinguishers are due in December. He said he checks the fire extinguishers on a monthly basis.

**Manager's Report**

Simona reported that she and Alex have sold 26 weddings for 2014 compared to 21 last year at this time. Mark ask about our policy for scheduling events, e.g. if a member schedules a date would they be bumped if a bride later requests the same date. Alex confirmed that members would not be bumped, but if times overlap there may be some negotiating if the parties are willing. This will become more of an issue in the future as membership increases to accommodate the demand for Clubhouse space.

The maintenance apartment has been cleaned and is ready for rental. Karen placed ads to run for 2 weeks in the Albuquerque Sunday Journal, The Independent and Mountain View Telegraph.

Simona will follow-up with the class instructors to have them use the member/guest sign-in sheets each time a class is held. The form includes a hold harmless statement. She will keep the completed sheets on file in the office.

### **Financial**

Bryan reviewed revenue and expenses to date compared to the budget. Wedding expenses are higher than budgeted due to increased contract labor and additional food (coffee/lemonade, chips/salsa and S'mores) offered at the end of the ceremony. Mark asked how can we manage/control expenses, rather than track them. To date, we have a net balance of \$24,500 over budget, mostly due to increased wedding revenue.

Bryan reported that we have a bank balance of \$94,600 and recommended leaving a 3 month cash flow (\$240,000 annual budget) and move the remaining revenue to an interest bearing savings account. As a follow-up from the September Board meeting, Karen asked which CD to establish for our \$60,000 in Reserve. Discussion followed. Karen moved that we deposit \$60,000 (Reserve Account) into a 2 year CD at the Sandia Laboratory Federal Credit Union (SLFCU), seconded by Bryan, motion passed. Mark moved that we transfer \$30,000 to a 1 year CD at SLFCU and \$40,000 to an interest bearing account at US Bank where we bank with the ability to make electronic transfers, seconded by Karen, motion passed.

Bryan reported that Steve Sanders, CPA, did a financial review last week and he will follow-up with Steve to obtain the report.

### **ACC**

Trudy said we are waiting for feedback from Bill Chappell, HOA Attorney, on the draft Violation policy. She said the ACC will do another property inspection this month.

### **Clubhouse Rule Book Revision**

Karen reported that we are waiting for feedback from Bill Chappell on the draft Clubhouse Rule Book prior to e-mailing it to HOA members for their comments. Bryan questioned if apartment renters should have the same privileges as members and access to the Clubhouse. Karen explained that it is a motivating factor in finding renters and they have daily responsibilities to open/close the Clubhouse. Discussion followed. Some seemed in favor of giving apartment renters the same privileges as members. Mark stated that the Covenants define membership, so if we allow apartment renters to use Clubhouse facilities, we need to change the wording in our Governing Documents. Bryan moved that we charge renters a monthly fee of \$135 in order for them to have the same privileges as members, seconded by Trudy. Discussion followed. Bryan agreed with Mark's comment above and pointed out that such a motion is explicitly against the Covenants because membership is tied to property ownership. He pointed out that apartment renters should not have the same privileges as members because they are not lot owners or members of the HOA. He also pointed out that if an assessment were to occur, apartment renters would not be subject to such an assessment. Bryan then called for the question to be voted on and the motion failed. It was agreed that further discussion and thought, as well as advice from Bill Chappell, is needed on this topic.

**Old Business**

**Fire Inspection Requirements** – Alex reported that about 80% of the requests made by the Bernalillo County Fire Department on August 16, 2013, have been completed. Trudy is working on an evacuation plan.

**Shopping** – Alex asked for a volunteer to take over the shopping for the Clubhouse. Trudy said she would be willing to assist.

**New Business**

**Noise Complaint** – Simona reported that we received a noise complaint notice from Bernalillo County. At a recent wedding the south facing double doors were propped open causing sound to carry to surrounding homes. Alex said that all wedding workers have been notified to be more diligent in keeping the doors closed. Discussion followed. Mark suggested installing a separate alarm system on the door. Others ideas included notifying the DJ that music will stop if the doors are opened, better signage on the door and again stressing the need to all workers.

**Holiday Party** – Discussion followed about a holiday party. It was agreed to have a party on Saturday, December 7, with details to follow. Bryan looked up the budget for the holiday party which is \$2,300, substantially less than was spent last year.

**Board/HOA Meetings**

The next Board meeting will be held on Sunday, November 10, at 4 p.m. at the Clubhouse and the HOA meeting/potluck will be held on Sunday, November 17, at 4 p.m.

**Adjourn:**

A Clubhouse emergency equipment training was scheduled for Board members and other members at 11:30 a.m. so Trudy adjourned the meeting at 11:32 a.m.