

Nature Pointe Board Meeting
Minutes Tuesday, December 30, 2014 at 6:00 p.m.
Nature Pointe Clubhouse

Board members present: Alex Leonard, President; Karen Leach, Secretary; Veronica Montano-Pilch, Treasurer; Deb Leonard and Jeff Eschenburg

Members present: Buck Dewey, Marty Pilch and Wes Trudell

I. Call to Order & Approval of Minutes

Veronica, meeting facilitator, called the meeting to order at 6:06 p.m. She called for approval of the Agenda and November 6, 2014 minutes, which were previously approved via email and posted on the website by Nathan Sweet. Both were formally approved. She welcomed Jeff Eschenburg, newly Board appointed member, who will serve the unexpired term as stated in the Bylaws. Veronica explained that members can ask questions once the Board meeting has been adjourned rather than during the meeting per the Bylaws.

II. Old Business

A. Special Use Permit Requirements (SUP)

Alex said the new parking area is almost finished. The Vigas positioned at the top of the parking spaces will be secured with rebar, and "slow down" signs will be placed about 200' before the parking lot. Signs will only be up when we have a large event. Alex will clarify with Bernalillo County Public Works about the size of group which will require signage. Additional directional signs outside Nature Pointe development will be installed to help guests find the Clubhouse. Alex will inquire if the County will pay for the signs. He purchased a speed bump to see if one will suffice. Veronica stressed the importance of communicate in writing with Public Works about our progress and completion date of SUP requirements.

B. 2014 & 2015 Weddings

Alex reported we had 51 weddings in 2014, to date he has booked 31 weddings for 2015 and 1 in 2016. Veronica suggested charging brides for the \$200 Bernalillo County fee when guest count is over 200 people, and/or create a separate chart of accounts number to further breakout wedding expenses from the overall outside user group expense. Alex verified that all wedding expenses are charged to the wedding account.

C. Member Mediation/Arbitration

Alex said Board members met with Carol Gavaldon, Senior Claims Representative, for our Directors and Officers coverage with Farmers Insurance, and Carlos Obrey-Espinoza, attorney assigned by Farmers to handle the mediation/arbitration request made by Buck Dewey and Cynthia Heins. Karen said the mediation meeting will be held in about 60 days and the Board is optimistic about a potential compromise. Board members will work on collecting the requested documentation for discovery over a 5-year period. Prior Board members may also be called upon to assist and/or testify.

III. Building Maintenance Report

A. Swimming Pool Boiler

Alex reported that the swimming pool boiler has been making a noise similar to the spa boiler prior to its failure. Paul Reed, acting Facilities Manager, turned off the boiler to clean the filters and confirmed boiler issues. Alex said the boiler is working fine at this point. The Reserve Study also indicated that the boiler would probably need to be replaced within the year. Alex said we need to special order the boiler, which will take 3-4 weeks. He recommended ordering the \$2,440 boiler prior to the end of year to reduce year-end tax liability, and to have it on hand when needed. Veronica questioned the

type of boiler needed and recommended having a swimming pool contractor come to inspect the system, make a recommendation on equipment, install it and provide a warranty. Jeff also agreed a new boiler is needed and said it's important to work with a licensed, bonded contractor. Karen agreed with the process of involving contractors, however, in this case the pool was constructed and designed with the current boiler system which has functioned well for 7 years. Veronica moved to hire a contractor to inspect the system to determine what is needed before purchasing a boiler for the pool. Hearing no second to the motion, Karen moved to purchase the boiler before the end of year, seconded by Jeff. Discussion followed, Veronica called for the vote: Alex, Deb, Karen and Jeff voted in favor, Veronica opposed. It was agreed that the Maintenance Team will determine who should install the boiler to ensure warranty of the equipment.

B. Heating System

Veronica said she talked to Dan Thompson, Thompson Heating and Air Conditioning, about the heating and energy recovery ventilation (ERV) system. At the first of December, Thompson's contractor found a leak in the expansion tank, replaced it and installed a shut off valve for future service on the tank. They replaced 2 thermostats in the Wellness Center and Manager's Apartment. Veronica asked Thompson to give an estimate to do a full evaluation of the heating system, because the ERV system was changed a number of years ago which may cause the boiler system to be readjustment. Thompson's estimate is \$900. Veronica also suggested contacting Big M Plumbing and Walker Radiator. Alex explained that Big M did the initial installation of the radiant heat system and Thompson installed the ERV system. Karen stressed involving the Maintenance Team, Jeff Eschenburg, Scott Horton and Melissa Trudell, to work with Alex and the heating contractors in making a recommendation about the system.

C. Other Maintenance Projects

Alex reported that Melissa Trudell has been cleaning the swimming pool deck, along with volunteers, and determining the best deck sealant. Paul Reed and Jeff are working on sealing the cracks and cutting pathways in the concrete to help drain water splashed from the pool off the deck.

IV. Financial Reports

A. Board Treasurer

Karen moved to formally nominate Veronica as Board Treasurer, which was done via email following the November HOA meeting, seconded by Deb, motion passed by unanimous vote. Karen confirmed that she made the correction online with the Public Regulatory Commission (PRC) and removed Bryan Burns as Treasurer.

B. Finance Committee Report

Veronica reported that Finance Committee members, Rebecca Horton, Marty Pilch, Eric Schindwolf and John Lionbarger, have met. Marty developed a tool which can be used for budgeting purposes and creating a business model for the HOA. He used information provided by Bryan Burns, past Board Treasurer, Rebecca, and the Reserve Study.

C. Estimated Year End Report

Alex reviewed the Profit & Loss Financial statement January 1 - December 29, 2014. We will have a HOA Dues bad debt of about \$6,000. Alex reported Gross Wedding Income of \$304,237 resulting in a net income of \$228,617 excluding taxes and SUP expenses. Steve Sanders, HOA CPA, will need to validate final numbers. Alex reported that even with the SUP expenses we had a good financial year resulting in approximately \$75,000 Net Income.

Alex spoke to Steve Sanders about the 2014 taxes due by January 15th and confirmed that he will do the final Financial Review. Alex also asked him how to dispose of assets, such as the small stair stepper in the Wellness Center. Removal of this equipment was recommended by the Fire Department to allow better access to the exterior door. Steve indicated if it isn't specified in the

Governing Documents the Board can decide. Deb said we asked Melissa Rugge, member and professional trainer, which machine was used the least. She suggested the small stair stepper. Karen said we need to move forward with the member drawing to donate the exercise equipment. Veronica suggested preparing the 2015 Budget by January 31st. Alex and Karen agreed to draft the 2015 budget for Board review and input.

D. Reserve Account

Upon review of the 2014 year-end Profit & Loss statement, Alex recommended depositing \$30,000 into the Reserve account. Veronica recommended keeping our finances liquid should we need money for legal expenses, hire staff, hire a Management Company, and because of the uncertainty of future financial needs which was discussed in the Finance Committee meeting. Alex confirmed that once money is deposited into the Reserve Account we cannot pull it out for salaries or legal expenses. Alex moved to transfer \$30,000 into our Reserves Account, seconded by Karen. Discussion followed, explaining approximate \$75,000 year-end Net Income, \$30,000 in a separate saving account, over \$100,000 in our bank account, Farmers Insurance is covering mediation/arbitration expenses and a potential dues increase in the new year. Alex called for the vote: Alex, Deb, Karen voted in favor, Jeff abstained indicating that he is new to the Board and not up to speed on this topic, Veronica opposed, motion passed.

V. Committee Reports

A. Wedding Committee

Veronica reported that the Wedding Committee met in November and they will meet in again in January. They will have a report at the next Board meeting.

B. Maintenance Committee

Veronica suggested we ask members if they have an interest in serving on the Maintenance Committee in an upcoming "This Week at Nature Pointe" email. She will work with Jeff to establish a system to document work and progress of this committee.

VI. New Business

A. Management Companies

Karen reported that the Board recently met with representatives from HOAMCO and AAM Management Company, and a year and half ago met with Community Management Group, to investigate hiring a management company to handle management of the Clubhouse/HOA. We are waiting for a quote from AAM, and will continue discussions/questions with the companies in order to make a decision by the end of March.

B. Reserve Calendar Dates

Karen made a formal motion, which was approved by the Board via email in November, stating that the Clubhouse and Event Manager/Alex hold Saturday and Friday dates up to 90 days for weddings during April through October, motion was formally approved.

C. Walleyball

Alex explained that Walleyball was initially considered in the Racquetball court. The cost would be about \$180 to buy and install the equipment. Walleyball is a game that is meant to be played in a Racquetball court so brackets would be mounted to the walls. Veronica asked about other potential recreational games members may want. She suggested adding a Chart of Accounts number for Recreation so we can track expenses. Veronica and Karen stressed the importance of maintaining the equipment we currently have rather than adding additional games at this point. It was decided to table the topic.

VII. Adjournment

The next Board meeting will be held in February and the date will be determined later. Veronica adjourned the meeting at 8:03 p.m.