

Nature Pointe Board Meeting
Minutes Friday, February 10, 2012, 9:00 a.m.
Nature Pointe Clubhouse

Board members present: Alex Leonard, President; Scott Horton, Vice President, Bryan Burns, Treasurer; and Karen Leach, Secretary

Staff: Star Brown, Clubhouse and Events Manager, and JP Garrett, Facilities Manager

Guests: Mark and Karen Tuttle

Call to Order

Alex called the meeting to order at 9:00 a.m. He welcomed lot owners, Karen and Mark Tuttle. He asked for approval of the minutes for January 21, 2012 Board meeting. Minutes were approved and signed.

Manager's Report

Star reported that Bryan successfully corrected problems with our computer system. Star and Holly Siebert, wedding coordinator, will host an open house at the Clubhouse on Saturday, February 20, for 5 NM Dream Wedding finalist. Star has conducted promotional tours of the Clubhouse for 13 of the top 15 NM Dream Wedding couples. She will follow-up with e-mails and telephone calls, and she is monitoring hits to our website.

Star and Melissa Trudell, resident, are planning a Valentine's party for Saturday, February 18. Star asked about providing a community table for HOA members to post fliers for nonprofit fundraisers and other information. Bryan recommended that we table the request until a policy is developed. Bryan will meet with Steve Sanders, CPA, to discuss our financial systems and schedule a QuickBooks training.

Building Report

Board members thanked JP for designing and constructing the table in the office that fits nicely along the curved wall. JP traced the water lines to determine how to add the cold water to the soft water system. He is investigating the roof venting in the guest bathroom near the fitness room.

Finances

Bryan reviewed the 2011 year-end Profit and Loss Budget vs. Actual and the Balance Sheet. A few adjustments in QuickBooks need to be made before finalizing the year-end report. Salaries are a little over budget due to cross-training, building equipment is over budget due to purchasing needed items to lower revenue for tax purposes, and utilities are over budget because we filled our propane tanks prior to the end of year for the same reason. He reported that we will end the year with a positive balance with the \$80,000+ carryover in revenue collected in 2010 for weddings/HOA dues in 2011.

Bryan will request a quote for a both a 2011 financial review and audit from Farley Vener, CPA, Hinkle & Landers, and Steve Sanders, CPA, Sanders & Sanders, LLC.

Bryan reviewed a proposed 2012 Budget. Discussion followed, along with review of our 5-10 Year Facilities and Property Plan to identify potential projects/expenditures for 2012. Price estimates will be obtained for several projects, i.e. road maintenance, cover for hot tub, replacement drains for swimming pool/spa and other projects.

Bryan made a motion to have Mark and Karen Tuttle serve on a Financial Committee to assist the Treasurer, 2nd by Alex, motion passed. Board members thanked Mark and Karen for their interest and volunteer time. Alex thanked Bryan for his tremendous work with the HOA taxes and finances.

HOA Annual Meeting

The process for the annual meeting was reviewed. The Annual Meeting will be held on Sunday, March 25, 2012., at 4 p.m., including the election of a Board member for a term of two years (*Bylaws, Article III, (e) Election and Term of Office, (i), page 6*), and presentation of the Board approved 2012 Budget. The Nominating Committee will be Karen Leach, Chair, Scott Horton and Mark Tuttle. Bryan Burns was nominated to continue in his position on the Board as Treasurer. Bryan agreed.

Bylaw procedures will be followed for the election of a Board member: Article II, Association Membership, Voting, Meetings, Quorum, Proxies, 2.9, Proxies, page 4, "Members may vote in person or by proxy. No proxy shall be valid unless signed the by Owner or Owner's duly authorized attorney-in-fact, dated, and filed with the Secretary of the Association (Karen Leach) prior to any meeting for which it is to be effective. Proxy votes must be received prior to the Annual Meeting at 4 p.m. on Sunday, March 25, 2012.

Secret ballots will be used at the Annual Meeting and handed to each member once their voting eligibility has been confirmed. The Board will verify the number of lots/HOA members who are not eligible to vote per Covenants, 3, Rights of Enjoyment, 3.1.4, page 7, "The right of the Board to suspend the right of an Owner's voting rights during any time in which any Assessment . . . remains unpaid and delinquent . . ." All ballots received via proxy or at the meeting will be counted by members from the Nominating Committee. All ballots must have lot numbers and be signed by the HOA member.

An e-mail will be sent to HOA members on March 1st explaining the election process per Bylaws, 2.6, Notice of Meetings, page 3, "Written notice stating the place, day and hour of any meeting of the members shall be delivered by mail . . ., not less than 10 and nor more than 50 days. . . ."

ACC Report

Alex announced/thanked Trudy Henderson, lot owner, who volunteered to serve on the ACC.

Next Board Meeting

The next Board meeting will be Friday, March 9, at 9:00 a.m.

Adjourn:

Alex adjourned the meeting at 12:01 p.m.