

Nature Pointe Board Meeting

Minutes Thursday, February 2, 2016 at 5:00 p.m.

Nature Pointe Clubhouse

Board members present: Alex Leonard, President; Suki Tingey, Secretary; Treasurer; Debbie Leonard, and Jeff Eschenburg, Vice President, and Veronica Montano-Pilch, Treasurer.

Members present: Gary Clarke, Wes Trudell, Melissa Trudell, Buck Dewey, Cynthia Heins, Josie Aragon, Karen Leach, Anthony Baca, Marty Pilch, and Tina Armijo.

Others Present: Jessica Steele and Chris McGrath.

I. Call to Order & Approval of Agenda

Jeff, meeting facilitator, called the meeting to order at 5:01 pm. Suki moved to approve the Board Agenda, seconded by Veronica, motion passed unanimously.

II. Old Business

A. Mediation Update

Alex reported that there is not much information that can be shared at this time, but that the Board hopes to have a letter out to the HOA in the next 2 or 3 weeks. Jeff inserted that the Memorandum of Settlement is signed, but the official document has not been signed.

B. Wedding Update - Sales, Rope Barrier, Mediation Implementations, Training, Credit Cards, Parking Signs

Jessica reported that we have 37 OSUG Wedding Contracts, 1 Memorial, and 1 HOA Wedding. Three new contracts have been signed at the new prices (\$7400 Saturday, \$6900 Sunday, \$5900 Friday). Rope Barriers are up and running, we may need solar lights to prevent someone from walking into the ropes. Contract has been revised to state that Nature Pointe is a residential Neighborhood. Reserved parking signs for member spaces have been ordered, and Veronica had an idea to give out dashboard member cards so that Event Staff can distinguish member vehicles from guest vehicles. We are still working on being able to take credit card payments online. Deb mentioned that we can now charge the credit card fee to the payee. Wedding staff training workshop should be scheduled before next wedding. Jessica will find a date that works for the team and schedule it.

C. Bylaw Changes

Alex reviewed the 4 changes to the Bylaws; change to allow absentee votes, change from certified to review of financial statements, third board member from being appointed to elected, and allow board email voting with 75% majority. Jeff motioned to change the 4 Bylaws as written from Bill Chappell. Seconded by Suki, unanimously passed.

D. Shop Apartment (30B)

Alex reported that the shop apartment has been rented at the new rate (\$760/mo) and that the new renter will be available to close when renter of 30A is unavailable.

III. New Business

A. 2015 CPA Financial Review

Alex discussed the different price ranges for each type of financial review and for a full audit. Veronica stated that we do not have funds for a full audit. It was agreed that a full audit is not necessary and that we should move forward with a financial review as required by the Bylaws. The quote for the financial review was \$800 - \$1500.

B. 2016 Budget

Veronica reported that the total budgeted salary section of \$146,912 includes the Clubhouse Manager, Assistant, Wedding workers, Maintenance 1, Maintenance 2, and Youth workers. She would like to create subcategories for labor under each main category.

Alex pointed out that expenses in the 2016 budget are \$100K higher than 2015. Veronica reported that the budget shows a net income of \$25,915. There was discussion of legal budgeted at \$35,000, SUP category now at zero, and sending out approved budget 30 days prior to HOA meeting.

Suki moves to accept the proposed budget, seconded by Veronica, unanimously passed.

C. New QuickBook class designations

Veronica showed the new payment receipt log that we are now using to track all payments received. The new log records the date received, the payee, what the payment is for, and the date deposited. Veronica would like to add new class designations on P&L for weddings to see breakdowns. She suggested adding 5 classes. Veronica will help train on entering the information into QuickBooks.

D. Reserve Fund Investment

Alex reported that corporate bonds may provide a higher rate of return for finance committee to investigate regarding our reserve fund, but that they are not readily liquid. Discussion followed about our current accounts, and it was decided that we need more ideas for the reserve fund. The decision was made to give this over to the finance committee for further research.

E. HOA Annual Meeting March 26, 2016

Jeff reported that the date is set for the Annual HOA Meeting and Potluck for March 26th at 4pm. He stated that there are 2 Board positions, and 6 wedding committee positions that will be voted on at the meeting. The board would like to host a meet and greet with the candidates sometime before the meeting date. The board approved Jeff to chair the Nomination Committee this year. He will need 3 volunteers to sit on the Nomination Committee. Jeff will recruit volunteers and secure a CPA for the meeting. Discussion followed about how to certify email voting.

F. Website

Veronica reported the many needs for a more competitive website and brought a quote from a web designer who had attended a wedding here and then went to our website. It was decided that we will get 2 more quotes before proceeding.

IV. Maintenance

Jeff reported that stucco repair is a priority this year. He reported that the playground is about 70% complete, but is on hold due to weather. Pool maintenance was discussed as there have been many issues with the salt generator. Jeff reported that the roads are in good condition, but may need sealing in 2016. He will be looking into both types of asphalt sealing.

V. Pancake Breakfast

Date set for February 27, at 9am.

VI. Next Board Meeting Date

A meeting will be set after the board election at the Annual HOA Meeting.

VII. Adjournment

Deb motions to adjourn, seconded by Suki. Unanimously passed.