

Nature Pointe Board Meeting
Board Minutes Friday, June 24, 2011, 9:00 a.m.
Nature Pointe Clubhouse

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

Staff: Karen Palmer, Clubhouse and Events Manager, and Jeff Palmer, Maintenance

Guest: Steve Mitchell

Call to Order:

Alex called the meeting to order at 9:06 a.m. He acknowledged Steve Mitchell, who requested to speak to the Board. Steve explained he wanted to organize a committee to review the Covenants. Board members said the process should be inclusive, done in a professional and constructive manner with rational and research of the Covenants. They thanked Steve for his comments. Alex said he would contact him following the Board meeting to discuss the details of the process.

Financial Reports, Tax Returns and Budget

Bryan reviewed the 2010 Profit and Loss Statement and Balance Sheet, which were corrected to reflect prepaid revenue moved to 2011. As a result, this made a substantial difference in the 2010 financial books. An adjustment of \$5,906.25 for prepaid 2011 HOA dues and \$74,426.04 for 2011 weddings paid in 2010 were moved to 2011 financial statements. This resulted in a \$14,140.63 net loss for 2010.

Bryan reviewed the 2011 Profit and Loss, Balance Sheet and Profit and Loss Budget verses Actual financial statements. He entered the budget to reflect estimated usage during the year. To date the budget reflects a net loss of \$22,661.88 because expenses are not uniform with wedding revenue that has been received, but will not be booked until the day of the event. HOA dues assessment is above budget because of 5 new lots sales. The carryover from 2010 does not show on the Profit and Loss Statement.

A deposit of \$5,000 to the Reserve account was made June 24, 2011. Discussion followed about the budget for Gross Receipts line item on the Profit and Loss Statement. Since this is a pass through account it's not necessary to show it on the Budget. Bryan moved to remove the line item in the budget, Karen 2nd, motion passed. To date Karen P. has booked 28 weddings. We anticipate meeting our 2011 revenue goal for weddings and/or outside user group events.

The taxes are done and were mailed on June 20, 2011. Federal and State taxes were \$50.00 for 2008, \$1,592.00 for 2009, and \$50.00 for 2010 for a total of \$1,692.00. This includes a \$50 filing fee for the State of New Mexico.

Architectural Control Committee (ACC) Inspections

Scott reported that residents are moving forward on the items identified by the ACC. He has communicated with most residents and the process is moving along well.

Fire Safety & Lot Cleanups

Alex thanked Wes and Melissa Trudell for initiating the neighborhood cleanup. He anticipates the cost for contractors (Wes and Paul Reed), gas for the truck and trailer rental will be about \$900. Numerous volunteers also assisted with the process, as well as the cleanup at the gate. Karen L. suggested unlocking the east gate and hook the chain with a carabineer so it looks like it's locked. In case of fire residents will have another way out. Dave said he will follow-up with the Fire Department on the hydrants and other fire safety measures.

Clubhouse Manager's Report

Karen P. reported that the wedding events are going well. We are working with the families and DJ's of the dance bands to lower the volume. When she does the walk through with the families she emphasizes our beautiful wood dance floor in the Anasazi Hall, and having the band and dancing inside where it is cooler. We budgeted 4 contract people to work each wedding, however with help from Alex we are only using 3 per wedding. We have good teams of workers and the events are running smoothly.

Nature Pointe was recently selected to be the New Mexico Dream Wedding for 2012, which will be held on a Sunday in June. This opportunity will bring increased visibility, marketing and connections. She is booking 2012 weddings at \$5,300-7,500.

Karen P. has made good connections with television/movie production staff as they considered Nature Pointe for the shoot of the television program "In Plain Sight." She will meet with Cyndy McCrossen, local Production Manger, to gain greater knowledge about how to be successful in securing future television/movie contracts.

She thanked Karen Leach for making a connection with the person who handles training and team building at Sandia National Laboratories. A meeting has been scheduled for July 14 for 8 people from Sandia Labs. Karen P. coordinated with Blue Plate catering to provide lunch for the group at no charge. This will give them an opportunity to demonstrate how they could work together to provide future training/team building events at the Clubhouse. Karen P. also listed Nature Pointe facilities on several corporate websites.

She reported that Josie Aragon has been efficiently adding calendar information on our website. Dave asked Karen P. to add outside user group events to the calendar as they are booked so residents know when the facility is booked. Karen agreed to get calendar dates to Josie more frequently. Karen P. stressed the need for HOA members to communicate dates to her for their planned activities involving 10 or more people so she can be sure the equipment is ready and space is available. The Rule Book currently states 5 people or more. Karen L. moved to change the wording to 10 people, Alex 2nd, motion passed.

Building Report

Jeff thanked Wes Trudell, Paul Reed, Scott Horton, Patsy Spellman, Jeff Eschenburg and Karen Leach for assisting with the neighborhood cleanup. Jeff and Karen Palmer and Brinna Rammage (college student) also helped with the gate cleanup. We have recently made great progress with the landscaping around the Clubhouse.

Jeff and Scott met with a Farmers Insurance agent to inspect the roof and stucco for potential damage from the hail storm. They found no indication of damage or puncture of the roof or stucco. Scott volunteered to caulk the parapets and vigas. Jeff and John Kay, Clubhouse renter, will begin sealing all exterior wood and applying filer in the spacers in the concrete patios.

Jeff will obtain bids for low voltage work that needs to be done throughout the Clubhouse. He will also research information on a new ice machine. He is getting ready for the annual swimming pool inspection that will be done on June 29, 2011.

Other Maintenance Projects

Dave said he will cut the weeds in the bar ditches along the roads next week. Alex said they have made progress on the playground.

All-Terrain Vehicle (ATV)

Dave presented a list of potential requirements to be added to the draft policy that Karen L. developed pertaining to possible usage of ATV's on Nature Pointe roads. Review and discussion of this topic will be handled at the next Board meeting.

Independent Contractor Agreement

Bryan said he reviewed the draft Independent Contractor Agreement developed by Karen L. and recommended having our contractors sign it within 30 days. Bryan moved that we approve the contract, 2nd by Dave, motion passed. Scott said we should obtain a certificate of insurance from all vendors doing work at Nature Pointe to confirm that they have proper insurance coverage. Karen P. confirmed that she will request this from our vendors.

Old Business

Karen L. reported that in April she and Alex met with Rand Rensvold from Pro Energy Consultants concerning doing an energy audit of the Clubhouse. His bid to do the entire building was \$1,795 or he could do a couple of rooms with a 2 hour minimum of \$230/hour. She said they learned a number of energy saving ideas from him as they walked through the Clubhouse. Dave will e-mail an addition potential Green Build contact to Karen L.

Karen P. made duplicate building keys for each Board member. Training about building mechanics for all Board members will be held in the fall. Bryan said we need to make a trench for conduit to the security camera at the gate. Alex said he will schedule the work.

HOA & Board Meetings

Upcoming HOA meetings will be Sunday, August 21 and Sunday, November 13 both from 4-6 p.m. The next Board meetings will be Friday, July 15 and Friday, August 12 both at 9 a.m.

Adjourn:

Alex adjourned the meeting at noon.