

Nature Pointe Board Meeting
Board Minutes Friday, July 15, 2011, 9:00 a.m.
Nature Pointe Clubhouse

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

Staff: Karen Palmer, Clubhouse and Events Manager

Call to Order:

Alex called the meeting to order at 9:05 a.m.

Building Report

Karen P. reported for Jeff. Jeff is requesting low voltage bids for the following work: 1) stereo system in the swimming pool, patio, men's bathroom, guest bath, office and front entry area, and exterior light switches and electrical jacks for swimming pool patio. 2) increase ability to synchronize video system capacity for weddings and corporate events. 3) finish wiring manager's apartment (*speakers in apartment are not hooked up*) and install internet.

Swimming pool cover has been repaired. Jeff sealed the floors, cleaned exterior lights and replaced light bulbs. The swimming pool inspection went well. The inspector recommended replacing the drains in the spa (4) and swimming pool (2) when they start to crack, approximately every 5 years.

Clubhouse & Events Manager's Report

Karen P. reported that we hosted 8 Executive Protocol staff from Sandia National Laboratories on Thursday, July 14. She gave them a guided tour of the Clubhouse and patios, and discussed ideas about potential meetings/events for their management team. Patsy Spellman, realtor for Nature Pointe, talked about availability of lots and gave each guest our brochure packet. Karen L., who made the initial connection with Sandia, and Alex also attended.

To date Karen P. has booked 10 weddings for 2012 and has several upcoming appointments. We are charging \$5,800/wedding with a \$500 discount if they book now. The wedding events are running smoothly. She is sending calendar updates for the website on a weekly basis to Josie Aragon. Patsy Spellman and Alex hosted about 350 people from Coldwell Banker Realtors for a marketing event on Saturday, July 10. Liability forms were signed at the entrance.

Karen P. met with Karen L. to review the management procedures recommended by Farley Vener, Hinkle and Landers Certified Public Accountants. Recommendations are being implemented. The Clubhouse inventory will be done this fall and accomplished through photos, written descriptions and/or booklets on equipment. Karen P. is setting up the system for collection of Gross Receipt taxes on our contractors, which needs to be accomplished by July 25. Karen L. recommended that contractors submit invoices on a bi-weekly basis rather than monthly so we can more closely monitor our budget versus actual expenses.

Board E-Mail Process

There was some confusion from HOA members about how to send e-mails to all members. Karen L. presented for review an expanded explanation that she and Scott wrote. Bryan explained the need to create a separate HOA member database that will enable Board members to respond from the HOABoard@naturepointe.com e-mail system. Bryan will show Karen L. how to create the database on the website.

Karen P. was asked to reduce the number of e-mails going to HOA members and space the information rather than sending several at a time. It was agreed that sending separate e-mails per topic with the subject line identified was good, i.e. Pie Baking Class, Wine Tasting Party.

A separate user name and password was created for each member to access the "members" only section of the website to protect access to sensitive information once a member has moved from Nature Pointe. In the future, members will be able to sign-up for the Racquetball court and other facilities online.

Board Member Resignation

It was announced that Dave Ashworth has resigned from the Board due to time constraints and interest in wanting to focus his time on other projects for the development. Alex moved to accept Dave's resignation, 2nd by Karen L., motion passed. Alex said the Covenants require a five member Board, which we currently have. It was agreed that a new Board member will not be sought at this time.

Budget Review

Bryan reviewed the Profit and Loss Statement with budget versus actual figures for the year to date. We are on target in most areas. HOA assessment dues are \$3,300 higher than budgeted due to recent lot sales. He reviewed the Balance Sheet as well. Financial reports for the first 6 months of 2011 will be available by the HOA meeting in August.

Facilities/Development 5-10 Year Plan

Karen L. asked for feedback on a draft list of potential maintenance and property projects for the 5-10 year Facilities/Development Plan. We need to expand and prioritize the list, as well as obtain bids for budget purposes. Alex suggested getting a bid to Install a 12' high cinder block wall covered with stucco that would run along the south property line. The wall would serve as a sound barrier for wedding music and provide a screen so guests do not look directly into the neighbors backyard. Discussion followed about the placement of the wall.

Architectural Control Committee (ACC) Inspections

Most residents have completed or are working on the items identified through the ACC inspections. The Board recommended that the ACC research the Covenants and develop written procedures for next steps should residents not comply, i.e. letter of warning, establish a fine, initiate a lien on the property, etc.

Fire Safety

April Sweet and Rosanne Mitchell are developing a telephone tree to be initiated in case of an emergency. The black bags over some of the fire hydrants in Phase II indicate water is turned off at those hydrants. There is an on/off valve at the large white tank on Falcon Ridge Road for these hydrants. There are fire hoses at the Clubhouse with two places to attach them in case of fire. We can also pump from the pond and swimming pool. It was agreed that the fire hoses are to be kept at the Clubhouse and are not available for use by individual residents. Should a fire occur, residents should contact the Fire Department. The sprinkler system in the Clubhouse is only activated in rooms where a fire is present. Karen L. shared a design of a "Warning Extreme Fire Danger" sign. It was agreed that this could be placed at the front gate kiosk.

Playground

Alex reported work on the playground is moving along well.

Other Business

Two residents requested access to the Clubhouse at 3:30 a.m. Discussion followed about access to the entire building versus just the Wellness Center. Alex made a motion to allow access to only the Wellness Center for those 18 years and older on a trial basis, 2nd by Karen, motion passed.

As a follow-up from the HOA meeting on June 26, 2011, Karen L. recommended establishing a line of credit at the bank. Debbie agreed to investigate the process.

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, August 12 at 9 a.m.

Adjourn:

Alex adjourned the meeting at 11:30 a.m.