

# **Nature Pointe Board Meeting**

## **Minutes Friday, August 24, 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

**Finance Committee:** Mark & Karen Tuttle

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

#### **Call to Order**

Alex called the meeting to order at 9:09 a.m.

#### **Manager's Report**

Star reported that 14 weddings are booked for 2013, and 39 weddings for 2012. She emphasized that our success has been the result of the team effort with Holly Siebert, Wedding Coordinator, and Alex. She is working on a survey for brides following their wedding to gather feedback for improvements. Star has made additions to the wedding contract: 1) adult supervision required for children on the playground, 2) photo release approval and 3) Clubhouse tours may be given during the wedding setup period. She will have current brides initial the changes to update their contract.

Mark asked about training the wedding coordinators and helpers to ensure enforcement of playground rules and other issues. Alex said he has talked to all workers. He said the training conducted by Blue Plate about how to polish our service techniques was excellent. Mark stressed the importance/value of meeting as a group to discuss issues. Star said she has reminded wedding staff about the Check Sheet and table setup diagram in each file.

Star is putting together a new resident packet that will include: Rule Book, list of residents, gate instructions and remote control, password for members area on website, Clubhouse entry card, rubbish and propane companies to use, etc.

#### **Building Report**

JP reported he has reduced landscape watering because of recent rains. He said propane usage continues to be low. He is working on changing the cold water pipes to soft water, and repairing the broken swimming pool cover and pool cleaning suction system. He replaced the drains in the swimming pool per inspection requirements. JP suggested obtaining a bid for solar panels for our hot water system. Mark will ask his solar contractor to come speak to Alex and JP about a quote.

Scott discussed the need for repair work on the tennis court surface and urethane in concrete cracks. Alex reported that he met with Michael Wilenta, York Septic Systems, this week to discuss venting issues of our septic system. York will submit a quote, which we will compare with the \$3,000 quote from Scott Cole, Alpha Septic Systems. Alex said the vent hood above the gas stove in the kitchen has been repaired.

### **Finances vs. Budget**

Bryan reviewed the Profit and Loss versus Budget report as of mid-August, showing a Net Income of \$47,769. Our revenue is higher than budgeted due to success with weddings and expenses are in line or lower than budgeted. He reviewed the Balance Sheet. Bryan recommended moving forward to complete all budgeted projects for the year.

Discussion followed about the need to increase our Reserve Account by more than the budgeted \$10,000. Currently we have \$35,000 in the Reserve Account. Karen L. suggested reviewing and prioritizing our 5-10 Year Facilities and Property Plan, and obtaining quotes on the work as a way to determine a goal for our Reserve Account. Since the Clubhouse is valued at 6 million, it was agreed that we need to increase our Reserve Account more rapidly than \$10,000/year for future repairs, improvements and projects.

In an effort to balance resident access to the Clubhouse and wedding income, discussion followed about the number of weddings we should book per year and per month, recognizing the popularity of the late spring and summer time period for weddings. Alex said our profit margin is about \$4,000/wedding. It was agreed that wedding revenue is the right path to build our reserves and reduce the need for future HOA assessments.

Mark asked about historical data concerning weddings versus financials. Bryan reported that in 2010, there were 28 weddings and no contribution was made to the Reserve Account. In 2011, there were 32 weddings and \$10,000 added to the Reserve Account, along with about \$15,000 in capital projects. Also in 2011, Alex Leonard, developer, contributed \$20,000 to the Reserve as required by the Covenants, 8.11, Reserves, page 27. In 2012, we expect 40 weddings and plan to contribute more than \$10,000 to the Reserve Account, and capital improvement projects are being reviewed for possible completion in this year.

### **Other Discussion Items**

Alex said Jo Ann and Travis Searcy, East Mountain residents, volunteered to teach a 10-week Ballroom dance class for free at the Clubhouse. Discussion followed. Participants would need to sign a liability and indemnification release form. They can teach up to 20 couples. Bryan moved that we allow the Searcy's to teach the class for HOA members, and if necessary allow family members and friends to attend to fill the class, Scott seconded, motion passed.

Alex asked for feedback on whether we should charge the host HOA member if other HOA members attend their sponsored event at the Clubhouse. Karen L. suggested that since HOA members pay their assessment dues for use of the Clubhouse, it would seem like a duplicate charge. Bryan moved that HOA members should not be included in the attendance count, Alex seconded, motion passed. Alex confirmed that the cleaning/damage deposit of \$50 for HOA sponsored events is returned to the HOA member if the Clubhouse is left in good condition.

Alex reported that he and Star met with Lily Fernandez, family leasing Lionbarger's home, to request that Juan Fernandez also sign the Rule Book. It was recommended that Lily or Juan be present with their guests at all times in the Clubhouse and on the grounds.

**Adjourn:** Alex adjourned the meeting at 11:33 a.m.