

**Nature Pointe Board Meeting**  
**Minutes Friday, September 6, 2013 at 8:30 a.m.**  
**Nature Pointe Clubhouse**

**Board members present:** Alex Leonard, President; Karen Leach, Secretary; Trudy Henderson and Debbie Leonard

**Staff:** Simona Derr, Clubhouse and Events Manager, and Tim Roberts, Facilities Manager

**Members:** Buck Dewey

**Call to Order**

Trudy called the meeting to order at 8:30 a.m. The Board minutes of July 26, 2013 were approved.

**Building Report**

Tim reported that he is working with a new swimming pool contractor who has experience with salt water pools. Paul Reed has been assisting with various equipment repairs, i.e. swimming pool cover. Tim is organizing the kiva per a requirement by the Fire Department, running the snow plow truck weekly in preparation for winter, and working on various maintenance projects around the Clubhouse.

Karen suggested scheduling a training around emergency procedures (*i.e. how to turn off the water to the Clubhouse should a pipe break*) for Board members and various members to be held following the October 4<sup>th</sup> Board meeting. Karen will follow-up by contacting various members and asking for their willingness to be trained. Tim left the meeting following his report.

**Manager's Report**

Simona reported that on September 5<sup>th</sup>, Nature Pointe was awarded the "Best Ceremony Site" by Perfect Wedding Guide. Alex attended the ceremony. Trudy suggested contacting Perfect Wedding Guide to have Nature Pointe host the awards event next year as a marketing opportunity. Alex will follow-up. Simona reported that they have sold 18 weddings between January through August versus 12 sold last year during the same time period, and they have booked weddings at \$5,400-\$6,400/wedding versus \$4,300-\$5,800/wedding the prior year.

**Clubhouse Rule Book Revision**

Karen said she will e-mail the revised Clubhouse Rule Book to Marjorie Martin, Mortgage Finance Authority (MFA) Fair Housing Attorney, and Bill Chappell, Chappell Law Firm and HOA Attorney, for their input. The Rule Book will then be e-mailed to HOA members for their comments prior to finalizing.

**Instructors**

Karen said our goal is to have a lot of classes and activities for members. Currently HOA members volunteer many hours in numerous capacities, including teaching classes. Discussion followed about class instructors. It was agreed that member instructors should do so on a volunteer basis and an outside instructor could request a donation from participants. Karen reported that Bill Chappell, HOA Attorney, also suggested this policy at a recent meeting with

Board members. Alex confirmed that our general liability insurance covers classes held in the Clubhouse. Discussion followed about who could attend the classes. Trudy moved that the instructor could invite up to 2 guests and members can invite a limited number of guests, seconded by Alex, motion passed. Karen suggested that as class attendance grows, this policy may change in the future to keep class size manageable and as a benefit to members. Simona will develop a class sign-in sheet with an indemnification statement and columns for participants to check if they are a member, guest, guest of which member and their phone number.

### **Financial**

Alex suggested changing the billing for HOA dues to quarterly rather than monthly, which would be more efficient. Discussion followed. Trudy moved to begin billing HOA members quarterly effective January 1, 2014, seconded by Karen, motion passed.

Alex suggested moving our Reserve Fund of \$60,000 to an interest bearing account. Bryan and Mark checked various banks and the best CD option is at the Sandia Laboratory Federal Credit Union. Debbie moved that we move the Reserve Fund to an interest bearing account, seconded by Karen, motion passed.

Trudy said she will continue to look for a source to conduct a Reserve Study for the Clubhouse to justify future capital expenses. Alex will follow-up with Bill Chappell about the process to renew liens on 5 delinquent lots. Alex asked for clarification about the annual web hosting fee of appropriately \$290. Discussion followed. Trudy moved that the HOA pay for the annual web hosting fee, seconded by Karen, motion passed.

Alex said we should consider upgrading the patio sound system speaker (\$800) and purchasing a second microphone system (\$1,000). Karen suggested putting these equipment items on a list and wait until the end of the fiscal year to see what our priorities are versus how much we want to deposit into the Reserve Account. Karen reported that she deposited \$212 from the coin machine at the pond from people feeding the fish.

### **Violations/Fines Structure**

Karen said Board members have given feedback on the Violations/Fines structure that was developed should members violate any of the documents that govern Nature Pointe (*Covenants, Bylaws and Clubhouse Rule Book*). Alex e-mailed the Violations/Fines document to Bill Chappell for his review and feedback.

### **ACC Inspections**

Trudy will follow-up with residents on a couple of trailer violations. Karen requested a definition on road approved utility vehicles that would be allowed on the roads. Alex suggested that he and Mark could create a definition for clarification. Alex is also considering a couple of wording clarification changes in the Covenants, which he will present to the Board and Bill Chappell.

### **New Business**

**Apartment Leases** – Trudy reviewed and revised the maintenance apartment lease. She will incorporate additional feedback from Board members.

**Direct TV** – Alex reported that Direct TV is increasing our rates, so we need to evaluate our program package. Karen will get feedback from various members on their channel usage.

**Management Company** – Board members met with Janelle Johnson, Community Management Group LLC, on August 8 to discuss services of a management company. No decision was made, but the Board will continue to consider options and benefits of hiring a management company in the future.

**Dead Trees** – Alex explained that there are a number of dead trees throughout the development and they should be cut down for fire safety and fire wood at the Clubhouse. Discussion followed. Karen suggested also encouraging residents to thin trees from their lots starting after the first freeze to prevent bark beetles from being attracted to the trees. Karen moved that we cut and remove the dead trees at a cost not to exceed \$2,000, seconded by Trudy, motion passed.

**Shop Pathway** – Alex suggested constructing a pathway to the shop using rock and bark. Discussion followed and it was decided to hold on the project at this time due to cost and other work priorities.

**Google Optimization** – Alex reported that he and Simona recently met with a computer website contractor to discuss how to incorporate key words into our website to maximize and increase our success when people do web searches. Alex will follow-up to request a proposal.

**Member Display Board** – Alex reported that John Henderson made a large display board with pictures of Nature Pointe and a layout of all of the lots. John's idea is to put the owners name and possibly their picture on their lot, which will help members get to know others. Karen will follow-up by finding a volunteer who might like to handle this project.

### **Old Business**

**Front Gate** –April Sweet wrote a computer program to toggle the main gate closed from the Clubhouse Office once the wedding is over (*appropriately at 10:25 p.m.*). She spent many hours on a volunteer basis to accomplish this project. Alex reported that he recently had 2 potential buyers who were blocked by the closed gate and they had a hard time getting into Nature Pointe.

**Gate DVR Camera System** – Alex reviewed a couple of quotes for an upgraded camera system at the gate. He will follow-up to gather more information on the quality of the cameras before a decision can be made.

### **Next Meeting**

The next Board meeting will be Friday, October 4, 2013, at 8:30 a.m. at the Clubhouse. The emergency training for Board members and various members will follow.

### **Adjourn:**

Trudy adjourned the meeting at 12:10 p.m.