

Nature Pointe Board Meeting

Minutes Tuesday, December 11, 2016 at 1:30 p.m.

Nature Pointe Clubhouse

Board members present: Alex Leonard, President; April Sweet, Secretary; Veronica Montano-Pilch, Treasurer; Deb Leonard and Tom Courtin

Members present: Vicki Burns, Bryan Burns, Joyce Courtin, Gary Clark, Tony Aragon, Josie Aragon, Melissa Trudell, Wes Trudell, Buck Dewey, Tina Armijo, Martin Pilch, Patsy Spellman, Matt Spellman

I. Call to Order & Approval of Agenda

Alex called the meeting to order at 1:46pm. April made motion to approve agenda, Tom second, all in favor.

II. Approval of Minutes

Last meeting minutes have not been approved. Alex will send suggestions for changes and we will approve in email.

III. Committee Reports

a. ACC Committee

Gordon will join the ACC. Other members are Constance, Scott, Alex.

- Need to get ACC forms on the website(s).
- Need to make sure new owners know about the forms & process.
- Will do drive-through in January.
- Question about website status: We have given document to website developer. She is working on it.
- There are 6-8 potential homes starting this spring. Two of them may start sooner.

b. Finance Committee

- 2017 Budget – A draft budget has been created. Prior decision was made to wait until we have 2016 actuals. Discussion about what data would be needed to be able to look at the budget sooner.
 - **Decision** – Alex will ask Krystal for the additional information that he would like (and copy all of us). We will have 10 days to review and then we will vote via email. No objections.
 - Question about projected 2017 wedding income. Is it projected to be less than 2016? Finance team will look at this.
- Discussion about P&L Jan 1 – Dec 7. The budget category is prorated to match the report dates and does not show the annual budget. There is a concern that the actual was \$27k less than projected wedding income.
- Mention about memo to board about the tax implications of deferring maintenance (road, stucco, etc.).
- Road maintenance recommendations.
 - Recommendation to do the overlay in 2017. Will need to do it when weather is > 50 degrees (April timeframe). Discussion about road maintenance strategies & research done.
 - Discussion about decision making process and who should be involved.

- **Decision** – Finance and Maintenance committee will work together, get quotes, and make final recommendation to the board. No objections.
- Avenida Allegre
 - County came and inspected the road and are willing to take it over.
 - All of the people who own land along that road need to write a letter of support. Karen Leach has volunteered to help with this. (Comment from Bryan – We may be able to find out from the county clerk's office who owns the road. All affected parties may be able petition as well.)
 - Asked for them to inspect Nature Pointe roads. They noticed some issues, but overall are impressed by condition of the road. It was recommended that the dirt next to the road be brought up to the level of the road. There was some discussion about what needs to be done here w.r.t what to use and how to maintain road drainage. Board asked maintenance and finance committees to consider this as part of their recommendations (and ask the contractors to weigh in as they give quotes for overlay). It was recommended that we fog seal every 5 years. These are similar to recommendations made in finance committee road report to the board. As an example, 5 Hills Rd was fog sealed by the county last year and 5 years prior. The condition of that road is pretty good for 17 years old.
- Business model
 - Clubhouse reserved January 29th 3-5 to show the board & community. Discussion about what the meeting will be about (concept or numbers). Marty indicated that the model will be updated based on road strategy decision and 2017 budget so we can discuss the numbers.
 - Discussion about whether or not the board endorses this model. **Decision:** All board members support this meeting and going forward with using the model to make recommendations to the board.
- P&L
 - Action: April will tell Krystal that we need the following 1 month after the end of the quarter: P&L, Balance Sheet, Wedding Quick Books report
 - **Decision:** Will approve 3rd quarter P&L and Balance sheet via email.

c. Maintenance Committee

- We did get some new membership. Current members are: Kristin, Eric, Melissa, Alex, Tom, Wes
- Failed fire inspection
 - Melissa and Josh working on this.
 - 29th is the re-inspection date.
 - Need: decision on the color of exit signs. **Decision** – Would like them not to be white. Maintenance can decide to either change out the inside or paint the new ones.
 - Need: plan for cleaning the shop. Alex and Melissa will meet Wednesday to figure out a plan. Maintenance would like an additional chemical storage cabinet for Kiva. Board said vote not needed and to go ahead and purchase it.
 - Maintenance purchased 2 fire extinguishers for ~\$200 each.
 - Discussion about maintenance processes. VDO will not be using the shop anymore. VDO-owned items will be removed. HOA will use shop for truck, 4-wheeler, chemical storage. Melissa is working on maintenance calendar and lists to improve processes to reduce likelihood of issues like this occurring in the future.
 - Member request – notify members after inspection.

- Pool boiler. Plumber came and it does need to be replaced. Pool will be closed starting Tuesday morning. We have boiler that we purchased last year. It is estimated that there will be about \$500 in labor. We checked with boiler company - warranty will still be valid for boiler starting on installation date if we have it installed by a professional and have receipt.
- Kitec piping. Plumber will be able to identify where the pipes are to replace. May be done in January.
- Cell phones
 - **Vote:** April motions to purchase 2 smart phones with Otterbox defender cases. Jessica will get quotes from T-mobile & Verizon and pick cheapest plan that will cover data needs. Board will review in 1 year. Veronica second. All in favor. Deb will tell Jessica.
 - **Decision:** We will reimburse Josh for his cell phone overages due to work usage. Alex will talk to Josh about this.
 - Veronica will check to see if her work has employee cell phone policy. Need to have something about them using wifi when at the clubhouse.
- Mileage reimbursements. **Decision:** We will reimburse using the standard rates (.50 or .55) for parts pick up. Alex will talk to Josh about this.

d. Wedding Committee

- We have sold 25 weddings for 2017 and 1 for 2018. We don't have weddings in Jan, Feb, March, April currently. Last year we had 30 weddings at this time. Members are asking staff about # of weddings sold – staff will say “We are doing well. See the board for details.”
- It is really hard to look at data going back because of the way it was entered. Changes have been made to how we are recording data going forward.
- Discussion about Quickbooks report. Bryan will show us how to generate a report that shows each wedding for a given year.
- A concern was raised about lack of sales the first half of the year.

e. Safety & Security Committee

- No report given.

IV. Email Votes

- (8/23/16) HOA will put up 6 or 7 "Private Residence" signs in areas approved (flagged) near the HOA property line
- (9/7/16) Allow \$20 per new homeowner to be used for a welcome gift / basket at the discretion of the social committee
- (9/12/16) Spend ~\$2100 for a new ice maker.
- (10/21/16) We purchase the ATV with snow plow for 2,000 from Wes Trudell
- (11/10/16) Get the sealing of Avenida Allegra and Nature Pointe done now and continue to try to get the money from Vista Manana.

V. Old Items

- Insurance
 - April 9th is expiration of current insurance.
 - Cress Insurance is the agent we are working with. Representative is sending application to American heritage, Philadelphia, and others. They are asking about the hold harmless

letter. There is a requirement to have one signed by the developer and Alex does not want to sign one as he believes it is contrary to the covenants. Discussion about how to proceed.

- **Decision:** Deb will contact other insurance agents to confirm that a hold harmless letter is required by all insurance companies. If it is required, we will deal with it. If it isn't required by all agents then we will consider switching agents.
- We did have Cress submit the application without the hold harmless letter to see what rates would be. We are waiting on the quotes. Veronica will check on the status.
- Playground – It is covered for HOA usage if maintained but believe it may be covered but may need to add more to the wedding contracts.
- Stucco
 - We have 3 quotes from painters (Mike's Painting, Andy's, and CertaPro).
 - Still waiting on new Mike's Painting quote with the additional information.
 - Discussion about whether or not we want to vote now. April will ask Melissa if Maintenance committee has final recommendation for us.
 - **Decision:** Would like to vote by 1/11/17.
- Vehicle insurance
 - Alex called and reinstated the snowplow insurance.

VI. New Items

No new items discussed.

VII. Next Meeting

Executive Meeting, Saturday, January 7, 4:00 pm.

Regular Meeting, Wednesday, January 18th, 5:00 pm.

VIII. Adjournment

Alex adjourned the meeting at 4:07 pm

I have read and agree with the above minutes presented at the Board Meeting:

Alex Leonard, President

Date

April Sweet, Secretary

Date

Veronica Montano-Pilch, Treasurer

Date

Debbie Leonard

Date

Tom Courtin

Date