

Nature Pointe HOA Annual Meeting Minutes

Saturday, March 26, 2016, 4 p.m.

Nature Pointe Clubhouse

Board Members: Alex Leonard, President; Jeff Eschenburg, Vice President; Veronica Montano-Pilch, Treasurer; Suki Tingey, Secretary; Deborah Leonard, (*absent*).

HOA Members: 37 members attended (20 lots), 104 members voted including absentee votes = 71% Quorum = 37 lots (51%), 72 lots eligible to vote x 2 members = 144 members eligible to vote

I. Call to Order

Following a potluck dinner, Jeff Eschenburg called the meeting to order at 4:45 p.m. He announced that there are two open Board positions.

II. Board Elections

Jeff Eschenburg, Nominations Committee Chair, stated that of the 5 Board positions, there are now 3 elected positions. He explained that Veronica's position was changed from an appointed position to an elected position and she is running for this position, and Suki is running for a second term. Jeff said both positions are two-year terms. He called on Steve Mitchel, Nominations Committee member, to explain the election process.

Steve said that in order to reach a quorum we need 52% of our 72 lots to vote, which is 37 lots. We received 39 absentee votes, along with ballots from members in attendance. He explained that the Developer, Alex Leonard, does not vote on the lots owned by Vista Del Oro (VDO). Steve thanked the other Committee members: Jeff Eschenburg and Karen Leach. Steve said the process allows for nominations from the floor and called for any additional nominations. Hearing none he introduced Veronica and Suki and said each candidate has 3 minutes to speak if they would like to share information about themselves. Both Veronica and Suki spoke. Steve called for the vote and asked all to turn in their ballots. He and Karen collected the ballots and left to verify and count them.

III. Wedding Committee Report

Veronica explained that the Wedding Committee has 7 members, including 1 Board member, 4 homeowners and 2 lot owners. She introduced the members: Jeff Murray, Chair and homeowner, Tina Armijo (homeowner), Crystal Glen (lot owner), Melissa Ruge (lot owner), Nathan Sweet (homeowner), Wes Trudell (homeowner), and herself as the Board representative. She explained the Committee will be a working committee and that each member needs to be ready to work at weddings when needed. Each Committee member will be required to work at least one wedding in order to help advise the Board about the wedding business. Committee members have different responsibilities, i.e. Tina is assisting with researching QuickBooks to determine the cost of each wedding. On March 12th, a wedding staff training was conducted by Jessica Steele, Clubhouse & Event Manager, Rishar Herman, Event Manager, and Hank Spellman, Wedding Coordinator.

IV. Thanks to Volunteers

Alex expressed thanks to our volunteers: Bryan Burns, gate & website; Sue Campbell, care of roses; Karen Leach, landscaping & recycling; Dale Ruge, Self Defense class; Nathan Sweet, website; Melissa Trudell, pool maintenance; Wes Trudell drywall repair; Close-up of Clubhouse: Lihnon Do, Jeff Eschenburg, Scott Horton; Finance Committee: Marty Pilch, Rebecca Horton, Heidi Ruffner, Eric Schindwolf; Events: Rebecca Horton, Patsy Spellman; Maintenance Committee: Jeff Eschenburg, Scott Horton, Melissa Trudell; Architectural Control Committee (ACC): Jeff Eschenburg, Scott Horton, Alison Murray, Alex Leonard; Wedding Committee: Tina Armijo, Crystal Glen, Jeff Murray, Melissa Ruge and Nathan Sweet; Board members: Jeff Eschenburg, Veronica Montano-Pilch, Suki Tingey and Deb Leonard.

V. New Housing Construction

Alex reported new residents are Jim & Maria Dernocoeur and Veronica Montano-Pilch & Marty Pilch; and new home construction: Tom & Mary Deeney, Tim & Penny Esquibel, Nathan Hawkins & Betsy Netz, Carl & Geri-Kay Sanchez, and Erik & Kristin Skogen.

VI. Realtor Report

Patsy Spellman reported that 4 lots were sold in 2015. She is working with a Social Media expert to increase our Internet presence. She is also submitting press releases to the media and publications, and updating the Nature Pointe Facebook, Instagram and Pinterest pages. She reported an increase in website hits and indicated that we are having a good season.

VII. Committee Reports

A) Architectural Control Committee (ACC)

Scott Horton walked us through the process of ACC involvement with members prior to new construction through the final home inspection. Scott reminded members to submit an ACC Request Form before making any changes to their property such as courtyards, garages or solar panels. These types of additions require a Variance Request Form. He talked about the ACC drive through of the neighborhood to ensure no violations, keeping the community attractive. Scott noted that ACC members can be reached at acc@naturepointe.com.

B) Maintenance Committee

Jeff said the Playground refurbishment is 90% complete. He reported that there are new wood chips in the playground and more coming. Melissa Trudell is making a list of swimming pool supplies and she has been handling the pool chemical balance checks. Paul Reed, Maintenance Manager, will be pool certified in early April. Jeff, Melissa and Paul are working together on pool issues. The spa may have a leak, which will require a service call. The pool cover, which was under warranty, was recently replaced. The pool salt generator has had a lot of issues and he and Melissa recommend switching to chlorine. He is testing all faucets throughout the Clubhouse for soft/hard water. This project should be complete in a week or two.

Jeff reported on the condition of the exterior stucco and indicated that some areas need repair and quotes are being obtained. He reported that the interior wood in the Clubhouse needs treatment, and said that we are getting quotes on this as well. Jeff reported that Karen Leach and Melissa Trudell have been working with our youth workers to do landscaping projects such as clearing weeds and spreading mulch, as well as recycling from the weddings. He asked members to contact Melissa, Karen or himself if they know of other teens who would like to work.

The cracks around the interior vigas have been repaired by Alex on a volunteer basis. Wes Trudell and Paul Reed made drywall repairs, including behind the ice machine. He reported that the timers on the outside lights and pool lights have been adjusted.

C) Wedding Committee

Veronica explained a new coding system for the Profit & Loss statements to make it easier to track income and expenses for weddings. She talked about the need to change the way income and expenses are reported on QuickBooks. She said the Committee is going back through 2015 expenses to categorize some things differently to account for a full picture of wedding costs. The Committee is reviewing how the weddings are managed and will make recommendations. Veronica explained that she is the Board contact for weddings and that some things may require Board approval/vote. The Committee's primary function will be to make recommendations to the Board.

D) Finance Committee

Veronica introduced the Committee members: Marty Pilch, Chair, Gary Clarke, Heidi Ruffner, Erik Schindwolf and herself as the Board Treasurer and Board representative. She discussed a new tool that was developed by Marty which will show the overall health of the HOA. She said they are working on creating a business model for the HOA. She is working with our attorney on a new process to handle complaints. It will be a form on the new website for members to fill out and submit. The form will be sent to the appropriate Board member. It is anticipated that members will receive a response within 10 days. She is also working to revamp the office, and reviewing IT tracking, QuickBooks procedures and computer passwords. She is working closely with Eric Norvell, HOA attorney, for legal advice as we move forward to create a new business model.

VIII. 2015 Financial Reports & 2016 Budget

Alex reviewed the 2015 final Profit and Loss statement. The HOA dues have increased due to 3 lot sales and 3 new home completions. The wedding revenue was higher than budgeted by \$16,000 and the apartment income was higher than last year by \$4,300. The total Gross Income for 2015 is \$408,721 which is an overall net increase of \$10,852 over budget. The Board has budgeted \$435,442 income for 2016.

In 2016, we will convert contract employees to payroll. Category 6001 will include staff and all wedding workers. We will need Workers Compensation for our employees. Alex will no longer volunteer to work during the weddings. Therefore salaries will be our largest expense in 2016. Expenses are up 100k in 2016 from 2015.

In 2015, legal expense was lower than budgeted because Farmers Insurance covered our legal expenses. Accounting/Bookkeeping was under budget. Steve Sanders, HOA CPA, is working on the final financial review. Account 6200 for Building & Grounds and Utilities were mostly under budget. State and Federal taxes were higher than budget because income was higher. OSUG (Outside User Groups) expenses were higher because we purchased a photo booth and new linens, both will result in increased income in the future.

The Board budgeted \$35,000 for the Reserves Account, but deposited \$40,000 since we ended the year with a strong Net Income of \$98,557. The Reserve Account is not included in the 2016 Budget and should not appear on the Profit & Loss statements. Projected Net Income for 2016 is \$25,916.

IX. Board Election Results

Steve Mitchell reported that Veronica and Suki have been elected to continue their service on the Board. Members congratulated them. He explained that he will keep the ballots for 6 months at which time they will be destroyed.

X. HOA Member Discussion

Jeff opened the meeting for member discussion for 3 minutes per question.

XI. Adjourn

Jeff adjourned the meeting at 6:09 p.m.