

# Nature Pointe HOA Meeting Minutes

Sunday, February 20, 2011, 4 p.m.

Nature Pointe Clubhouse

## **Board members present:**

Alex Leonard, President; Scott Horton, Vice President; Bryan Burns, Treasurer; Dave Ashworth, Acting Secretary; Karen Leach and Deborah Leonard

## **I. Call to Order**

Following a pot luck dinner, Alex called the meeting to order at 4:30 p.m.

## **II. Board Elections**

Alex called on Dave Ashworth, Chair of the Nominating Committee, to explain the Board election process. Dave announced that we have a quorum, including proxy ballots. The Nominating Committee (Board of Directors) nominated Karen Leach, who is currently serving in an appointed position, to serve an elected position for a two-year term. He called for nominations from the floor. Hearing none, he asked HOA members to turn in their ballots. Dave called on Melissa Rugge to assist him in verifying and counting the ballots.

## **III. Recognition**

Alex expressed thanks to our volunteers: Dale Rugge, self-defense class; Melissa Trudell, yoga class and event planning; Dave Ashworth, use of a wide of variety of his tools and donating a sand/salt spreader; Heidi Ruffner and Eric Schindwolf, organizing new resident pancake breakfast; Vicki Burns, trash cleanup; Bryan Burns and Josie Aragon, website updates; and Roger Comstock, CPA information. Staff: Karen and Jeff Palmer, building management and weddings; Wes Trudell, snow plow and building/equipment repairs; and Paul Reed, building/equipment repairs.

Alex welcomed new lot owners, Julia and Mark Gruneisen, who purchased Lot 88 in Phase II.

## **IV. Development/Clubhouse**

Alex reported that Albuquerque Asphalt will repave the east end of Sedillo Road and install a deceleration lane on Route 66 in the next several weeks. Vista del Oro, LLC will pay for the cost of the deceleration lane and share the cost of Sedillo Road with Bernalillo County. The road will be closed for a week. Residents will be able to drive west on Sedillo Road (unpaved) to Route 66 or exit Nature Pointe's back entrance that goes through the Five Hills subdivision.

Alex said work on the playground will start soon. The materials and dirt are in place and ready to go. Dave Ashworth and Bryan Burns will work on the security camera system once the ground has thawed to allow installation of an underground pipe for electrical wires to the cameras. The ACC members will walk-by each property once the weather allows and the ground dries. Alex encouraged residents to submit their ACC Request Forms prior to their walk-by. We contracted with Gaylord Paving to fill the cracks in the asphalt roads throughout the development within the next couple of weeks. Steve Mitchell suggested asking Gaylord to also work with residents to get a reduced rate on installing or sealing their driveways. Karen

Leach asked for a show of hands of who might be interested and said she would follow-up with Gaylord. Alex reported that during the extended below zero degree weather we had two sprinkler pipes freeze and break in the exercise room. Thanks to Wes and Melissa Trudell, who were in the room when it happened, we experienced minimal damage. Wes repaired the broken line.

#### **V. 2010 Financial Reports & 2011 Budget**

Bryan Burns said we received three quotes from Certified Public Accountants to do our taxes for the last three years and a financial review. We selected Farley Vener, Hinkle & Landers, Certified Public Accountants and Business Consultants, who had the most economical quote based on the three, and extensive experience with HOA's and nonprofit organizations. The tax returns have been completed. We had no tax liability because of depreciation on the Clubhouse. Farley Vener also reviewed our financial procedures and will provide a written report.

Bryan reviewed the January - December 2010 Accrual Basis Profit and Loss statement with total revenues of \$188,148.90, total expenses of \$121,497.66 with a net income of \$66,651.24. Bryan reminded us that an accrual basis report shows revenue collected for expenses that may not yet have been incurred. Steve Mitchell requested showing a comparison of the previous year. Bryan said now that we are using QuickBooks we will be able to do that. Since we were not using QuickBooks in 2009, we don't have anything with which to compare 2010.

Bryan reviewed the 2010 Accrual Basis Balance Sheet. He explained the value of the Clubhouse is \$5,544,992.58, which is the documented cost of the Clubhouse rather than the market value. He confirmed this reporting process with numerous CPA's, as well as being able to depreciate the Clubhouse over a period of 39 years to offset HOA income. The depreciation last year listed was \$193,887.14.

Bryan then reviewed the Board approved 2011 Budget using the Cash Basis January - December 2010 figures as a guide. He explained that the 2011 Budget is a planning tool and actual revenues and expenses may vary. The wedding revenue of \$138,400 includes 32 weddings with 27 booked to date. The range of what we charge, depending on the time of the year, is \$3,000-5,000/wedding. Karen P. believes she can increase the charge to \$6,000/wedding next year. Bryan said we would like to work with corporations during the week for staff training or other corporate events at the Clubhouse. Roger Comstock stressed as we have more events we need to put more money into our reserve account for future wear and tear on the Clubhouse, furniture and equipment. Total projected revenue is \$209,300.

The 2011 Budget expenses include staff and contract salaries at \$92,869 for 8 positions: Karen and Jeff Palmer, Clubhouse Managers/maintenance/custodial; Paul Reed and Wes Trudell, building and equipment maintenance/repair; and 4 contract labor positions to work the day of weddings. Discussion followed about the privacy of salaries. The suggestion was to breakout Clubhouse management/maintenance/custodial and wedding contract labor. Karen P. confirmed that she was able to negotiate a lower propane per gallon cost for this year, however, the cost will go up in May. Chet Leach asked if we could request an energy audit

from PNM. The Board agreed to contact PNM. The budget includes \$10,000 in reserves, along with \$20,000 that Alex, as developer, is required to contribute prior to the end of his financial commitment in September 2011. Vicki Burns inquired about who pays for our website. Bryan said Alex does since much of the site is promotion of lots. Total projected expense is \$209,187 with a net income of \$113.

**VI. Board Election**

Dave Ashworth announced that we have 96 eligible voters, therefore we needed 49 votes including proxy votes. We received 51 votes. He reported that Karen Leach was elected to serve a two-year term of office on the Board of Directors.

**VII. HOA Member Discussion**

Alex asked for questions or any further discussion. Heidi Ruffner thanked our staff for excellent work and commitment. She said that as a new resident she and Eric have been very impressed with Karen and Jeff Palmer, and the help and warmth they have received from them. She also thanked Wes Trudell for pulling cars out of ditches and snow plowing.

Alex explained that Phase II has been broken into 4 phases of 25 lots each and will be available for purchase over the next several years. Patsy Spellman, Nature Pointe Realtor and lot owner, was congratulated for recently selling Lot 88 and signing a purchase agreement on Lot 54. Interest in the lots seems to be increasing.

Steve Mitchell suggested that there may be expertise among our residents that we haven't yet tapped and encourage the Board to continue to ask for assistance. He thanked the Board for their time and energy.

**VIII. Adjourn**

Meeting was adjourned by Alex at 6:35 p.m.

\_\_\_\_\_  
Karen Leach, Secretary

\_\_\_\_\_  
Date