

Nature Pointe Board Meeting

Minutes Wednesday, September 30, 2020

5:30 p.m.
WebEx

Board members present: Chris Hammer, President, Security Committee; Dave Oakey, Vice President, Governance Committee; Eric Schindwolf, Treasurer, Finance Committee; Bill Hensley, Secretary, Social Committee; Alex Leonard, ACC Chair and Maintenance Committee; Alan Gorenz, Wedding Committee; Melissa Trudell, Maintenance Committee

Management Company: Samantha Anderson, Community Manager, Blue Door Realty and Morgan Campbell, Assistant Manager, Blue Door Realty were absent from the meeting.

I. Call to Order

Meeting was called to order at 5:41 P.M. by Chris Hammer, who welcomed all those participating in the WebEx online meeting due to the need for social distancing. Chris Hammer thanked everyone for attending and briefly explained how to operate the online features.

II. Board Votes via Unanimous Consent

Board votes via unanimous consent since the prior Board meeting: Updates to capitalization policy; tax benefit from changing capitalization policy which will be in place for 2020 tax year; reopen additional clubhouse facilities, including the pool, basketball court, and racquetball court.

The following officers were elected to the following positions by the Board of Directors by unanimous consent following the annual election.

III. Steps and process to use opened clubhouse facilities, Melissa Trudell

The spa and sauna must remain closed; the spa has to be approved and the sauna needs repairs that are scheduled for next year. Fourteen (14) members have taken the NM Safe Certified training as of September 30, 2020. Blue Door will reprogram cards for the clubhouse access once the certification has been completed and orientation with Melissa Trudell has been completed. A photo of your card just needs to be sent to Samantha Anderson with Blue Door Realty. Family members are not required to wear masks but if anyone outside the family unit joins all must use masks. Six (6) are allowed in the fitness center at one time, ten (10) in the basketball area, ten (10) in the pool area, and four (4) in the racquetball area. The grounds remain open, but you must bring your own fitness or sports equipment. Only the above listed areas are open for access all other areas remain closed. The pool cover has a slow leak which Dan Linden is continuing to work on. Forms are available in hardcopy form in the fitness and pool center areas. All COVID signage is up in the pool, fitness center, and entrance to the clubhouse. The training and certification must be done by each member before using the facilities.

IV. Wedding Business Updates, Alan Gorenz

It was reported that Brandie, the Venue Director, continues to meet with people planning future events. Almost \$25,000 in income was collected for this year. Twenty-Five (25) cancellations so far, with a total of \$110,000 refunded to wedding cancellation clients. Twenty-Four (24) did reschedule with a price increase for next year included. So far for 2021 there are four (4) corporate events and Forty-Nine (49) weddings that have been scheduled, with an estimated \$193,000 in expected additional funds. Weddings are fully booked out for 2021. Twelve (12) corporate events are allowed. Elopement events; were entirely outside, pictures and ceremony, and a total of ten (10) people or less in attendance. Alan Gorenz requested the wedding committee discuss how much demand there is for elopement events, and if the use of propane heaters would suffice. It seems that the charge for these are \$851.00 and could be possible to hold multiple per day to maximize number of events but restrictions must be reviewed before moving forward with that. Brandie has offered to takeover cleaning duties, this is currently tabled for research into current state of payments, cleaning dates, and satisfaction. The Board will provide Brandie with updated details once this has been determined.

V. Employment Agreement for Melissa Trudell, Dave Oakey

The agreement was reviewed by the Board of Directors, and a discussion was had about the need for the agreement. Melissa Trudell recused herself from the vote. Compensation is not tied directly to assessment rate. This is to avoid conflict of interest. Blue Door will track payments and issue a 1099 form yearly just as any other contractor to Melissa Trudell. Dave Oakey will follow up with Blue Door on this item. A motion was made and passed unanimously excluding Melissa Trudell being that she is currently active on the Board of Directors.

VI. Project Reports and Committee Updates

ACC, Alex Leonard

A privacy fence and a garden wall application were submitted and approved with no variances requested. A landscape improvement application foreshadowed, meeting with owners in October 2020. Two final outcomes on homes in the works for approval.

MAINTENANCE, Melissa Trudell

Melissa Trudell thanked Tim Johnson, Anthony, Jacob, Theil, and Alex for assisting with the trails maintenance and trespassing barriers. Dan Linden harvested pines and is replacing dead ones on the clubhouse border fence. Brandie has been extremely helpful on COVID procedures, signage, and other related services for the clubhouse. Dan Linden is working on preparing for winter, including working on the plow truck, sealing cracks on the tennis court, pipe insulation, and shutting down swamp coolers. The trail on the back of the clubhouse has been marked and flagged and is ready for rock edges. Dan Linden completed overhaul on spa cover. Propane leaks have all been identified and fixed. Volunteers are needed for working on the National Forest fence and moving rocks on the trail across the back of the clubhouse lot. The maintenance of the roads was discussed. The board agrees to get estimates from companies to access the state of the roads and crack sealing estimates.

SOCIAL COMMITTEE, Bill Hensley

The welcome procedure has been completed and is now in operation.

SECURITY COMMITTEE, Chris Hammer

Chris has notes from community on topics. The committee is working to reduce trespassing concerns. Locks are now installed on gates. The clubhouse is in 24/7 lockdown mode. Heidi Ruffner has helped neighbors get trained and up to speed. The clubhouse front door lock is now managed through modern realtor tracked access panel. Chris will coordinate with the committee and work on prioritizing items. Samantha Anderson with Blue Door has seen realtors access the clubhouse through the new system and it is working as desired.

WEDDING COMMITTEE, Alan Gorenz

This item was discussed during the wedding business updates.

GOVERNANCE AND WEDDING COMPLIANCE, Dave Oakey

There are two types of actions from the governance and wedding compliance committee. One is a general review and update of policies, and the second is adding sensitivity to government relationships issues to conduct of current activities. Heidi Ruffner has been assisting to update the employee handbook to modern best practices.

VII. Financial Reports and Statements for 2020, Eric Schindwolf and Chris Hammer

The status of the 2020 financial statements is pending. This has been an enormous task adjusting and correcting the prior managements financial tracking. There was a complete top to bottom review of the wedding business financials with Blue Door Realty. The association is very close to completion and has a significantly improved quality of function. The roof replacement needed to be categorized correctly and beginning balances adjusted. Blue Door is targeting late next week, beginning of October 2020 to be finished with the reconciliations. The Board intends to prepare a 2021 budget by required timeline in early to mid-November.

VIII. Member Questions

Heidi Ruffner asked for the Board to communicate what the impact of not having weddings is on the association.

IX. Adjournment

The meeting was adjourned at 7:36 PM

