

# Nature Pointe Annual HOA Meeting Minutes

## May 3, 2020 at 4:00 p.m.

### WebEx

**Nature Pointe Board of Directors:** Karen Leach, President; Dave Oakey, Vice President; Eric Schindwolf, Treasurer; Alex Leonard, Secretary, ACC Chair & Maintenance Committee; Shawna Chriss, Wedding Committee; Bill Hensley, Board Nominations Chair and Chris Hammer  
**Management Company:** Sam Anderson, Community Manager, Blue Door Realty

#### I. Call to Order & WebEx Format

Karen Leach called the meeting to order at 4:05 p.m. and welcomed members listening in via the WebEx. She thanked Chris Hammer for setting up the WebEx technology so we could hold our Annual Meeting during this challenging time of social distancing. Karen called for any changes to the Agenda, hearing none the Agenda was approved. Chris explained the WebEx format for the meeting. Ten HOA members were connected, along with the Board members and Sam Anderson, Blue Door..

#### II. Thanks to Volunteers

Alex thanked our many volunteers throughout the year: **Architectural Control Committee:** Anna Burkhalter, Scott Horton, Alex Leonard; **BBQ Cooks:** Dave Busheme & Jim Dernocoeur; **Care of Indoor Plants & Outdoor Flower Pots:** Linda Butler & Karen Leach; **Cleanup Maintenance Shop Yard:** Karen Leach, Heidi Ruffer, Eric Schindwolf and Mel Trudell; **Finance Committee:** Marty Pilch, Gary Clark, Eric Schindwolf & Blair Wolff; **Front Gate & Clubhouse Security:** Heidi Ruffner & Eric Schindwolf; **Maintenance Committee:** Scott Horton, Tim Johnson, Alex Leonard, Kristen Skogen, Eric Schindwolf & Melissa & Wes Trudell; **Maintain Board Gmail:** April Sweet; **Maintenance Projects:** Bill Mantegna, Carl Sanchez & Wes Trudell; **Pool Maintenance:** Melissa Trudell, Eric Schindwolf & Buck Dewey; **Post on Website:** Kristen Skogen; **Social Committee:** Constance Busheme, Mary Deeny, Judi Doolittle, Karen Leach, Cindy Mantegna, Carol Oakey, April Sweet & Melissa Trudell; **Trails:** Tim Johnson & Mel Trudell; **Wedding Committee:** Shawna Chriss, Lissa Easton, Diane Johnson, Cindy & Bill Mantegna, Veronica Montano-Pilch, Marty Pilch, Heidi Ruffner & Wes Trudell; **Board Members:** Shawna Chriss, Jaime Cruz, Crystal Glen, Chris Hammer, Bill Hensley, Karen Leach, Alex Leonard, Dave Oakey & Eric Schindwolf

#### III. New Housing Construction & New Residents

- A. Alex reported new home construction completed during the year: Anthony & Thiel Baca and Richard & Megan Rogers. Matt Mulligan is building on lot 14 (*Coyote Canyon Trail*), File Construction will soon start construction of 2 homes on Thunder Hawk Ridge and Rob Carew will begin building later in the year.
- B. Alex reported and welcomed a number of new residents: Gregory & Susan LeBleu; Chris Hammer & Lissa Easton; Tim & Diane Johnson; Gabe & Ashley Marquez; James & Karen Russo; and James & Donna Soleo

#### IV. Committee Reports

##### A. Architectural Control Committee

Alex reported that Committee members approved final construction on a couple of homes and they are looking at plans for new home construction. He anticipates 3-4 new homes this year.

##### B. Governance Committee

Dave reported that the Governance Committee was primarily focused during its first year on annual board functions, such as the financial statements, budgeting and rate setting, and similar matters and hopes to be more proactive in the coming year.

##### C. LLC Committee

Dave explained the two benefits of creating a LLC for the wedding business would be to shield the HOA from liability issues such as the use alcohol during the weddings, and potential tax benefits. Our CPA is doing a tax analysis of the regulations, but it appears that it would only work if the LLC is not affiliated with the HOA. We are waiting to hear from our CPA, but Dave is not optimistic at this point. Karen thanked Dave for his many hours of research with this project.

**D. Maintenance Committee**

Melissa Trudell (Mel) reported that member volunteers and Dan Linden, Maintenance Manager, finished planting trees and shrubs along the south and north boundaries of the Clubhouse. The pool cover has a rip and Sam has requested quotes for the repair. Sam is also getting quotes to repair the sauna. Mel is looking into ways to dim the twinkle lights on the tree trunks and putting smoke glass on the outside bollard lights that face the neighboring home. The lights are used during the weddings. Dan is working on leveling the wood planks on the pond bridge and sealing the cracks in the tennis court. Karen thanked Mel for her continued outstanding work with maintenance projects.

Karen gave an update on the Clubhouse and Maintenance Shop roof replacement due to hail damage last June. Otero & Sons Roofing workers are installing commercial grade Carlisle White 80 mil TPO. They are Carlisle authorized installers. The project will take 1-2 months. We met with numerous roof installers to request quotes before selecting Otero & Sons Roofing, who also install many of the resident's roofs. The roof will be fully covered by our insurance with the exception of the \$5,000 deductible. She thanked Dave for his many hours reviewing our insurance Coverage Agreement and negotiating with our insurance adjuster.

**E. Security Committee**

Eric reported that the front gate is now functioning as it should. Sam will now take over maintaining the gate codes and gate maintenance. The Clubhouse key cards have been disabled because of the Governor's Public Health Order. There is still 1 door with a bad magnetic lock which TAS Security Systems will fix next week, along with fixing 2 power supply switches. The 24/7 locking system will then be functional. Karen thanked Eric for the many hours he has devoted to this project.

**E. Social Committee**

Carol Oakey reported that they are working on a Committee Charter and organizing a new neighbor project to welcome new residents; both will be submitted to the full Committee for review and then to the Board. Current Committee members are: Constance Busheme, Karen Leach, Carol Oakey, April Sweet and Melissa Trudell. Recently, Thiel Baca volunteered to work on the new neighbor welcome project, and Rebecca Horton volunteered to help with creating the Charter and committee structure. They are seeking new Committee members to help plan and organize social events. Members were encourage to contact them at [naturepointesocial@gmail.com](mailto:naturepointesocial@gmail.com).

Carol reviewed the well-attended social events this past year: July Summer Cookout, August Welcome Breakfast for new residents, Halloween Trick or Treat for children, Trick or Drink for adults at neighbor hosts homes, Christmas decorating of the Clubhouse, festive Christmas Brunch, February Mardi Gras with fun costumes and April Fool's Day Virtual Happy Hour. A survey was developed for members to share ideas and signup for activities. Unfortunately with the Coronavirus activities have come to an abrupt halt. When social gatherings are again possible, the activity sign-up sheets will be available at future HOA sponsored events, on the member online portal and distributed via email. She encouraged members to contact them to link up with others to participate in outside activities while keeping social distance.

A Welcome Breakfast for the new residents will be the next event once we all can gather again. Carol thanked members who have helped setup and take down events which becomes easier with many hands.

**F. Wedding Committee**

Shawna reported that the total wedding income to date is \$143,311, includes 3 cancellations, 1 reunion and 1 graduation ceremony. Brandie McGinnis, Venue Director, has been successful in working with brides to reschedule their weddings. Brandie has gotten 40 new leads for a total of 80 since the first of the year. Although Shawna is leaving the Board, she will continue to serve on

the Wedding Committee. Karen thanked her for her tremendous marketing skills that enabled us to increase weddings over the last 2 years, having a major impact on our finances.

#### **V. 2020 Financial Report**

Eric reported that the Board just received the first quarter financials from Blue Door. In reviewing the finances, Board members noticed a few corrections. Eric recalculated the finances incorporating the corrections and compared the budget to actual income/expenses as of March 31, with only 11 days into the shutdown of the wedding business. Using these figures it shows ~ \$10,000 behind our projected budget net loss at this time of the year. We need to determine the financial impact of the shutdown. Once the supplemental finances are corrected he will send them to our CPA to prepare the first quarter GAAP financial report, which will be sent to the members.

Eric reviewed the amount in our Reserves ~ \$300,000 with \$220,000 in CDs at 2.7% interest rate. Chris indicated that some banks are waiving early withdrawal rates should we need to access a CD. Board members did a liquidity analysis and determined that we could transfer \$75,000 into the Reserves in 2019, however, we still only have 10% Reserve strength. We budgeted \$50,000 to Reserves in 2020. Our Reserve Strength should be a minimum of 30%. NP is still short of that target. Most financially sustainable HOAs operate with Reserve Strength between 30% and 70%.

Karen gave feedback on a recent question about what we have done to reduce expenses: we reduced our janitorial, landscape and disposal contracts, turned down the heat in the Clubhouse, swimming pool and spa, and our Maintenance Manager is working fewer hours. Dave is working with Blue Door to apply for a partial or full reimbursement loan worth \$5,000-10,000.

#### **VI. Management Company Report**

Sam gave a report on projects that she has accomplished: provided first quarter financials, notified members on past due accounts, coordinated maintenance projects with Mel Trudell, completed inspections around the community and will send letters soon, finished the members and Board online portals, will provide future monthly financials by the 15th, and many other projects. She expressed gratitude with the number of community volunteers who are assisting and said it has been a joy working with Nature Pointe staff and volunteers. Karen thanked Sam for her ability to solve many issues left undone by HOAMCO and accomplishing so much in a very short period of time.

#### **VII. Board Member Elections**

Bill thanked the outgoing Board members, Karen and Shawna, for their hard work. He asked each candidate to briefly share their background and interest in running for the Board. Each candidate shared their experience: Alan Gorenz, Chris Hammer, Alex Leonard, Eric Schindwolf and Mel Trudell. Bill called for nominations from the floor, hearing none the elections were closed.

Sam announced the final vote count, stating we have a quorum with votes from 67 lots out of 97 total. The election results:

Alan Gorenz	114
Chris Hammer	115
Alex Leonard	97
Eric Schindwolf	116
Mel Trudell	112

Bill congratulated the new Board members.

#### **VIII. HOA Member Discussion**

When will the Clubhouse be opened? When there is a change in the Public Health Order. Once opened member's key cards will be reactivated. We will need to develop a protocol, i.e. wipe down exercise equipment, etc.

How many lots are in Phase 6? There are 3 lots, and the rest of the land is not yet platted.

#### **11. Adjournment** – the meeting was adjourned at 5:33 pm.