

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

May 21, 2016



The Board of Directors of Fort Clark Springs Association, Inc., met in regular session on Saturday, May 21, 2016, in the Board Room, Fort Clark Springs, Kinney County, Texas. The meeting was called to order at 9:00a.m. by President, Myrna Cassel. Roll call established a quorum with the following directors present: Bill Herman – Vice President, Dan Sullivan – Secretary, Sandra Hagen – Treasurer, and Ann Barron – Director. Also present was Richard Lawrence – Executive Officer and Monique Jensen – Executive Secretary.

APPROVAL OF MINUTES: Sullivan moved to approve the minutes as submitted for April 16, 2016 meeting. Barron seconded the motion. *Motion passed.*

SECRETARY'S REPORT: Sullivan stated no correspondence or communication was received.

TREASURER'S REPORT: Hagen read aloud the bank balances as of May 18, 2016. She continued with the actual bank transfers for April 2015 and 2016 and the estimated May 2016 bank transfers.

APPROVAL TRANSFER OF FUNDS: Hagen moved to approve the transfer of funds estimated for March 2016. Herman seconded the motion. *Motion Passed*

DAILY OPERATIONS REPORT:

Lawrence started his report with an update to Dickman Hall. Improvements for Dickman Hall continue to move forward. Posting of the Liquor License will happen in the coming weeks. Electrical and elevator issues still need to be addressed. With Memorial Day weekend coming and swim season starting we are looking into a way to open Duck Inn with minimal overhead costs. One way is to extend an invitation to Fort Clark clubs/organizations to partner with FCSA to have an opportunity to raise funds by splitting sales proceeds. Opportunity will be given to Fort Clark clubs/organizations first with the possibility of reaching out to Brackett School organizations. Duck Inn doesn't produce enough to make or break the Fort but this would provide a service. Please contact Ms. Jensen if interested. Our trash truck has been out of operation for three weeks. Mowers are being pieced together and need replacement. Mowing will begin soon.

Lawrence announced the retirement of Mrs. Mary Rivas who has been with the FCSA for more than nineteen years. Mrs. Rivas also lost her husband. He expressed his condolences to her and her family.

Lawrence said that he has initiated a positive discussion with the Kinney County Appraisal District to open the door for a discussion of differences and to work together on the matter of taxes.

There will be a staff/family picnic day on Thursday, May 27. On this day our non-essential services will shut down early so our staff members and their family can attend.

COMMITTEE AND ORGANIZATION REPORTS:

Architectural Committee: Phylis Giblin reported that permits were requested for roof repairs, new construction, carports, fences, and new sewer traps, 61 permits total for the month. Giblin thanked members of the committee including Gaby Talamantes and Chris Abbott who are employees of the Fort. She thanked Mr. Herman and Ms. Barron, board members, for attending.

Golf Committee: Debbie Isaacs reported there wasn't a committee meeting because of the photo opp at Brown Chevrolet for the winner of the 'Hole in One' prize, won at the Las Moras Tournament. Total proceeds for the Las Moras Tournament were \$3,111 for Fort Clark. Golf Scholarships were awarded to Katie Tuck, Kate Frerich, and Emma Palmer. Total players for April was 1058 which was 158 less than last month. She reminded the membership of the Memorial Day Tournament coming up.

Preservation Committee: Garland Young reported there wasn't a meeting this month because all projects are on hold until they can move forward after the insurance claims from the hail storm damage are done. The door on Dickman Hall has been ordered for replacement. He also said the Art Studio Roof is leaking from the hail storm damage.

Recycle Committee: Judy Winchell reported that the first load of bales was sent off. This did not include cardboard. We will be sending a full load of baled cardboard in the coming weeks. Prices for our recycled material have gone up. For the 7th year our facility has been recognized by CTRA for our outstanding volunteers.

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

May 21, 2016

Going forward, there is an opportunity to be involved in a program that involves recycling of cartons - containers for milk, juice or liquids. It is still in the investigational process and more information will be given when available.

RV Committee: Hagen read Diana Stewart's report. All but 2 "Winter Texans" are gone. There are 12 full time residents.

Recreation: NO REPORT.

Airport Advisory Committee: Sam Lark reported the runways are open and mowing continues. The Advisory Committee is losing a member that lives on the airport. That will take one airplane out of the five off the airfield. Progress on the windows for the Hangar is moving forward with five panels out of 60 being done. Ray Goodson has made a donation for 10 panels. The committee is working on information to post on the Fort Clark website so the airport information is easily accessed. No FAA rules apply to the Fort Clark Airfield. It is a private airfield.

COMMUNITY COUNCIL REPORT: Charles Fields reported there will be one more meeting in June before the summer break. Final number for Fort Clark Days was \$9800 total with \$6300 being divided 60%/40% split between Fort Clark Preservation and charities that Community Council supports. A \$500 scholarship was awarded to Emma Palmer.

ACTION ITEMS:

Approval for Purchase of Equipment – Mower – Maintenance

Lawrence requested the approval of the purchase of mowers because our mowers are being held together by "baling wire and duct tape." Total cost for three new mowers is \$10,064. Herman moved to approve the purchase of the mowers requested. Hagen seconded the motion. Sullivan asked whether or not we have funds available. Sullivan asked for an amendment to the motion to approve the purchase only when funds are available. Herman and Hagen accepted the amendment to the motion. *Motion passed.*

Approval for Purchase of Equipment – Washer/Dryer – Motel

Lawrence requested approval of the purchase of a new commercial size washer and dryer. Currently the equipment our housekeeping department is using does not meet the capacity required. In the past residential-sized washers and dryers have been used. These break down due to the amount of linens, bed covers, towels that need to be washed. Sullivan moved to approve the purchase of a commercial washer and dryer in the amount of \$6500 for the Motel. Hagen seconded the motion. Cassel recalls the purchase of a dryer recently and asked if it was still in use. Jensen stated the dryer was purchased with the anticipation the one commercial dryer we still had in use would be fixed giving us two machines to use. However, the need to continually fix the commercial dryer and finding parts was too costly. It is better to replace with a new one. The question was called and the *motion passed.*

OLD/UNFINISHED BUSINESS:

Review of "Nonmowing" Request by the Garden Club

Barron stated there were a few serious complaints but going forward the wildflower planting should start in the fall and should be limited to certain areas. The nonmowing date should change from June 1 to May 15. She reported there are a number of members who have been collecting seeds. The suggestion was made to include information on the Wildflower project and requesting collection of seeds or donation of seeds in the e-newsletter or a posting on Facebook.

Update on Declaration Compliance

The last workshop held addressed most issues. Some items of dispute remain for legal opinion. After typographical corrections it will be forwarded to our attorneys.

Update on TexaNet

A letter of intent has been signed for a 50 percent partnership. Contract negotiations are in progress with our attorney reviewing and advising us on the contract.

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

May 21, 2016

NEW BUSINESS:

4th of July Event Insurance and/or Planning Status

Lawrence has spoken with Martha Padron and event planning is underway. The Association will allow the event to take place in the same areas as last year. The question was raised regarding insurance for fireworks. Jensen reported that she is still in the process of making contact to confirm whether or not we are required to have insurance. Her research has shown that we are not required because fireworks are not professionally purchased. FCSA's fireworks are similar to a family's backyard display.

Consider Midterm Budget Adjustments FY16

Lawrence reported he is presenting an operational midterm budget adjustment after studying the current budget and comparing actual spending for the last six months to 12 months to 18 months. He said he had a good sense of what it will take for us to operate through the end of the fiscal year. This will be a prelude to the annual budget for next fiscal year. For this operational budget, department heads will be well informed of what monies are available to them. Some items included in this operational budget are such items as money for fireworks this year, QuickBooks training for three employees, three new mowers, possible purchase of used trucks, training of two security officers with intent to commission them, and improvements to our motel. Sullivan asked if the expenditures will be brought to the board prior to actually spending the money. Lawrence agreed to do so. Sullivan asked about the \$50,000.00 deductible and whether it will be withdrawn from the Impound Fund and where and when was that decision made. There was no confirmed answer and it was suggested that it should be looked into. Sullivan moved to approve the proposed revised budget with a stipulation that any expenditure amount more than \$2500 not previously funded is brought to the board for approval and further that the \$50,000.00 deductible in the Impound be researched. Hagen seconded the motion. *Motion passed.* Hagen explained that it may not be necessary to withdraw any funds because of savings in areas related to repairs.

Consider Funding/Financing of \$50,000.00 Insurance Deductible

Discussion was held during Budget Adjustments.

15-Minute Discussion Period

Garland Young: Commented the Art Studio and Fire Station roofs should not have a lot of depreciation because both of those roofs are less than a year old. Garbage truck was purchased used. He urged the Board to look at replacing the current truck. Kathleen Everoad: Made complaints on traffic and speeding: Security personnel speeding; members speeding (one car in particular); cars with loud music; members throwing trash from their cars, including cigarette butts and cans. Complained about too many cats. What can a member do when a tree infringes on their property? Charles Fields: Wanted to add to the Community Council report that \$2520 of the Fort Clark Days proceeds goes to Community Council for infrastructure. Jan Metcalf: Will there be a Re-Cap with Richard on Monday? Mr. Lawrence is not available on Monday. Allison Watkinson: All questions were answered in the course of the meeting. Mary Francis Partlow: All questions were answered.

RECESS OPEN MEETING TO GO INTO EXECUTIVE SESSION: TIME: 10:56 a.m.

RETURN TO OPEN SESSION – Oral Summary of discussion held: TIME: 12:03 p.m.

Executive Session discussion included the acceptance of Architectural Committee members. The Board advised the committee to seek out members from different units on the Fort instead of having more than one member of the committee reside in the same unit. J.E. Meil and Sharon Gregorc have been approved but will be officially appointed at the next Regular Board Meeting in June.

CONFIRMATION OF NEXT REGULAR BOARD MEETING, TIME AND DATE: The next regular board meeting will be held on June 18, 2016, at 9:00 a.m. in the Board Room.

WITH NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 12:06 p.m.

Myrna Cassel, President

Dan Sullivan, Secretary