

## Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

September 17, 2016



The Board of Directors of Fort Clark Springs Association, Inc., met in regular session on Saturday, September 17, 2016, in the Board Room, Fort Clark Springs, Kinney County, Texas. The meeting was called to order at 9:00 a.m. by President, Myrna Cassel. The following directors present constituted a quorum: Cassel, Bill Herman – Vice President, Dan Sullivan – Secretary, Sandra Hagen – Treasurer. Also present were Richard Lawrence – Executive Officer and Monique Jensen – Executive Secretary. Director, Ann Barron was absent.

**APPROVAL OF MINUTES:** Sullivan moved to approve the minutes with corrections for the August 20, 2016 meeting. Hagen seconded the motion. *Motion passed.*

**SECRETARY'S REPORT:** Sullivan stated there was no correspondence to report. He reminded the members of Seminole Days and informed them there were programs at the Administration Front Desk.

**TREASURER'S REPORT:** Hagen read aloud the bank balances as of September 14, 2016. She continued with estimated and actual bank transfers for August 2016. She read the September 2015 actual bank transfers and the September 2016 estimated bank transfers. Hagen moved to approve the transfer of funds estimated for September 2016. Sullivan seconded the motion. *Motion Passed.*

### **EXECUTIVE OFFICER REPORT:**

Lawrence started his report announcing the winner of the 'Name the Restaurant' Contest. Helen Seargeant won with 'Las Moras Creekside Deli.' She will receive a gift certificate for two at the 'Las Moras Creekside Deli'. The Deli, staff, and menu are performing well. Repairs at the RV Park are underway. Opening Dickman Bar mid to the end of October could be realistic, but depends on TABC. A new A/C and ice machine needs to be installed, and then waiting on inspection after paperwork is turned in. The purchase of inventory for the bar can begin after that. Maintenance is working diligently to catch up with mowing. Cooperation of Golf Maintenance, Golf Committee and Lawrence will come up with a maintenance standard for the Golf Course.

### **COMMITTEE AND ORGANIZATION REPORTS:**

**Architectural Committee:** Dave Crowe reported that 17 permits were submitted and approved. Permits submitted included repairs and additions. Of the 17, one permit was tabled but later approved.

**Golf Committee:** Debbie Isaacs reported golf numbers were down due to the amount of rain we received. There were 3 full days of no golfers. In the month of August there were 333 prepaid and 84 pay as you play rounds. There were also 70 guest members, 8 students, 7 military, 2 gift certificate/groupon players for a total of 509. No tournaments were scheduled for August. In October there will be a fundraiser tournament for the Brackett Golf Team. Seminole Group is having a tournament today. October 7-9 is the Happy Cervantes Tournament. October 29 is a Halloween Tournament. Tournaments coming up are Feast of Sharing Tournament in November and the Kris Kringle Tournament in December.

**Preservation Committee:** Garland Young reported they have called out for bids on the Horse Stables. He asked when the hail damage repair was going to be done on the Adult Center.

**Recycle Committee:** Judy Winchell reported a full load went out on September 1. Four gaylords were left behind due to a full load. The 'Carton Project' with the school is underway. She reminded the membership to remove the caps on all bottles, and all #1 plastic should be squashed.

**RV Committee:** Cassel read from Diane Stewart's report that 471 RV's stayed in August, 418 were members and 53 non-members. There were very few bikers and tent campers.

**Recreation:** NO REPORT.

**Airport Advisory Committee:** Sam Lark reported that the windows of the hangar are half done. He stated there is not enough money to complete the project. It is estimated that \$3000 more is needed. He recognized Nowell, Goodson, and Schillick for all their hard work. The Committee is seeking bids for a roofer to work on the metal roof. Cutting grass is turning into baling hay and an offer was made to the Horse Club to "come and get it." A hangar dance is in the works. With hunting season starting, we hope to see hunters fly in. Looking to initiate a gate fee of \$25 for non-members landing.

**COMMUNITY COUNCIL REPORT:** Chuck Fields reported concerns brought up from the most recent Council meeting. One concern was that the CC&RR's are not available online. Green space maintenance with drought

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conditions was also brought up. The dumping of trash such as large items including couches being left on the curb. It was suggested during the meeting that Landlords should make tenants aware of the rules and regulations as well as procedures for trash. Members complained about not getting the e-newsletter. It was also suggested that a sign be posted at the Recycling Center. Another suggestion made was to have a list included in the Dispatch of the members for which the flag is flown at half-staff. Fields stated that Community Council formally accepted the resignation of Norma Rowland and announced that Winchell will preside as President until the next election.

### **ACTION ITEMS:**

#### **Board Member's Excused Absence;**

Barron submitted a letter for her absence at July's meeting. Cassel asked all Directors in favor of excusing Barron's absence. All Directors voted in the affirmative.

#### **Consideration for Approval – Budget FY2016/2017**

Lawrence briefly detailed the highlights of the proposed budget including a 5% raise for all staff, and two additional employees for Administration and Maintenance departments. His proposal also includes starting a Repairs and Replacement Fund using the remaining monies from the hail damage repairs. He also proposed a fixed asset loan so that equipment needed to "get the job done" could be purchased. Sullivan moved to approve the submitted budget with two changes; 1) fixed assets are not a part of the budget and 2) change the last line that provides for a loan under administrative expenses should state emergencies and critical asset replacements. Cassel seconded the motion. *Motion passed.* A budget workshop was scheduled for September 23, 2016 at 10:00 a.m. in the Board Room and is open to the membership who may not comment.

#### **Discussion of Ad Hoc Board Committee for Updating Bylaws:**

Cassel stated that October would be a good time to look for volunteers for this advisory committee for recommending changes to the Bylaws. Typically September would be the time to appoint members to a Search and Certification Committee to look for candidates to run for the Board of Directors for the next election. There won't be an election for Board of Directors since no one's term is expiring. Winchell volunteered to be on the Ad Hoc Board Committee.

### **OLD/UNFINISHED BUSINESS**

#### **Report of E-Mail Vote**

**Motor of Dixie Chopper for Golf Maintenance \$2500 - Approved**

**Down Payment for Trash Truck \$5400 as discussed during Board Budget Workshop on September 9, 2016 - Approved**

#### **Status of Board Finance Advisory Committee**

One application has been received for consideration. Hagen and Sullivan are waiting for more applications and for the budget to be approved. They encouraged those members interested to apply for the committee.

#### **15-Minute Discussion Period**

John Rosettsky: Had concerns regarding FCSA using TexaNet. Wanted to warn membership and the Board that Russian Spyware is being uploaded to our systems including the School and the City. Had to make statement so everyone can be aware. Allison Watkinson: BISD does not go through TexaNet. Jan Metcalf: All county buildings have switched to TexaNet Internet.

**RECESS OPEN MEETING TO GO INTO EXECUTIVE SESSION: TIME: 10:18 a.m.**

**RETURN TO OPEN SESSION – Oral Summary of discussion held: TIME: 12:08 p.m.**

During executive session, the Board of Directors did a performance evaluation of Lawrence and are pleased with the job he is doing/has done. Cassel reminded members a budget workshop was scheduled for September 23, 2016 at 10:00 a.m. in the Board Room. There will also be a 'Re-Cap with Richard' on Monday morning at 10:00 a.m. in the Board Room.

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**CONFIRMATION OF NEXT REGULAR BOARD MEETING, TIME AND DATE:** The next regular board meeting will be held on October 15, 2016, at 9:00 a.m. in the Board Room.

**WITH NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 12:10 p.m.**

  
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Myrna Cassel, President

  
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Dan Sullivan, Secretary

