

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

October 15, 2016

Consideration for Approval – Golf Fees

Hagen moved to approve the recommended golf rates for 2016-2017. Sullivan seconded the motion. *Motion passed.* Hagen stated the golf rate increase was a recommendation made by the Golf Committee. Isaacs, Sullivan, and Hagen were consulted.

Consideration for Approval – Production of Visitor's Guide Map \$2,475.00

Lawrence stated that he has been coordinating with the Kinney County Chamber of Commerce on this project that was started before he arrived. He stated the cost to the Association is \$2,475 but that the map will not go to print until \$800 of advertisements are sold. Currently the Association already has \$1,675.00 which was raised previously for this purpose. Hagen moved to authorize the payment of \$2,475.00 for FCSA share of the visitor's guide map. Sullivan seconded the motion. *Motion passed.*

Consideration for Approval – Kinney County Volunteer Fire Department Donation

Sullivan read aloud a letter from the Kinney County Fire and Rescue soliciting for donations for building of a housing facility for their equipment. Hagen moved to approve the donation of \$1,500.00 out of our donations line item in response to the request by Kinney County Fire and Rescue. Barron seconded the motion. *Motion passed.*

OLD/UNFINISHED BUSINESS

ByLaw Committee Update

Cassel stated this issue will be addressed again next month. Judy Winchell and Debbie Isaacs volunteered to be on the committee. Anyone interested should talk to a Board Member. Barron reminded the Board that the Bylaws cannot be in conflict with the Declaration of Protective Restrictions.

Declarations Update

Cassel stated Langley & Banack recently returned the Declarations with their recommendations. The Board would like to have them ready for member voted by January 1, 2017.

Report of Approval by E-mail Vote – Check for First Draw of Exterior Repairs to Elite Roofing Co.

Through e-mail the Board approved the first draw of \$51,000.00 for exterior repairs to Elite Roofing Co.

15-Minute Discussion Period

Allison Watkinson: Very excited for next year's coordination of Fort Clark Days and Trade Days. In the past there have been issues for fundraising. This new relationship should help out with those. Pleased with the idea and potential of a security gate. Get behind the vision of Fort Clark Trade Days. The Fort will rise again! Jan Metcalf: Will Re-Cap with Richard happen on Monday? Will save her questions for that time. Woodie Hornburg: With permission of her lawyers she is presenting a letter that was sent to her telling her to not talk to anyone. She was trying to do the Fort a favor by bringing forward the encroachment issue. "You have illegally acted because the road was proven by the surveyor."

RECESS OPEN MEETING TO GO INTO EXECUTIVE SESSION: TIME: 12:25 p.m.

RETURN TO OPEN SESSION – Oral Summary of discussion held: TIME: 1:58 p.m.

In Executive Session discussion of member issues resulted in letters and notices of fines to go out. A Declarations workshop to discuss the attorney's recommendations was schedule for October 21, 2016 in the Board Room. This workshop is for Board members not for member comment.

CONFIRMATION OF NEXT REGULAR BOARD MEETING, TIME AND DATE: The next regular board meeting will be held on November 19, 2016, at 9:00 a.m. in the Board Room.

WITH NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 2:00 p.m.


Myrna Cassel, President

Dan Sullivan, Secretary

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The Board of Directors of Fort Clark Springs Association, Inc., met in regular session on Saturday, October 15, 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, Ann Barron – Director. Also present were Richard Lawrence – Executive Officer and Monique Jensen – Executive Secretary.

APPROVAL OF MINUTES: Sullivan moved to approve the minutes with corrections for the September 17, 2016 meeting. Herman seconded the motion. *Motion passed.*

SECRETARY'S REPORT: Sullivan stated there was no correspondence to report.

TREASURER'S REPORT: Hagen read aloud the bank balances as of October 12, 2016. She continued with estimated and actual bank transfers for September 2015 and 2016 and the September 2016 estimated bank transfers. Hagen moved to approve the transfer of funds estimated for September 2016. Herman seconded the motion. *Motion Passed.* Hagen also read aloud a portion of the Financial Audit Engagement for FY2015-2016 letter and stated this would be signed and the financial audit process will begin.

EXECUTIVE OFFICER REPORT:

Lawrence started with a reference to the P&L for September by pointing out the deficit is the result of the premium for the General Liability insurance and three payrolls in September. He continued with a budget analysis by stating revenue was less than anticipated but expenses were also less than expected. Las Moras Deli used \$7500 for renovations. The first month did not turn a profit. Feedback has been overwhelmingly positive. He stated the Deli will succeed if the members will support it by eating there. In regard to Dickman Bar, paperwork for TABC has been submitted. We hope to open soon. The Board of Directors tasked Lawrence to compare our Motel and RV rates with those in Uvalde and Del Rio. Our rates are comparable to the surrounding communities especially given the lack of microwaves, hairdryers, etc. He does not recommend rate changes until we can do more improvements on the Motel and RV Park.

COMMITTEE AND ORGANIZATION REPORTS:

Architectural Committee: No Report

Golf Committee: Debbie Isaacs reported that again the golf numbers were down due to the amount of rain.

In September there were 424 members, 80 guests, 79 tournament players for a total of 583. Happy Cervantes Tournament was last weekend. October 29 is the 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 gone out for bids on the Horse Stables. Only one was received, so the call for bids will continue. Approval for \$500 for a portion of the roof repairs on the Adult Center. He asked when the hail damage repair was going to be done on the Adult Center.

Recycle Committee: Herman reported that volunteers are still needed. Twelve gaylords are ready to go. The last load had 40 gaylords.

RV Committee: Cassel read from Diane Stewart's report that 100 more members stayed at the RV Park in September. Electrical problems have been repaired. Repairs on the porch have been done. Winter Texans will start arriving soon. Pancake Breakfast could possibly start in December.

Recreation: NO REPORT.

Airport Advisory Committee: No Report

COMMUNITY COUNCIL REPORT: Allison Watkinson announced the showing of "The Mummy" at the Post Theatre. The organizations that assisted in making this happen: Fort Clark Springs Association, Rio Grande Electric, Old Quarry Society, Fort Clark Community Council. Community Council's motto is "Working together for a better community." The Ghostly Tour is scheduled for next weekend. It is one weekend due to the time commitment from the Brackett High School Drama Students. The proceeds from the tours will be split between Community Council and the Drama Club. There will be games, roasted marshmallows and hot dogs, and pumpkin carving contest. Also discussed was Fort Clark Days for 2017. The camels are coming back. Members brought forward concerns regarding a fence encroachment. It was suggested for volunteers from each unit to

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scan CC&R's so that they can be put on the website. The question was raised if students are allowed to volunteer at the recycle center.

ACTION ITEMS:

Board Member's Excused Absence

Cassel stated that our Bylaws dictate that an excused absence must be requested for missing a Board Meeting. Barron has submitted an excused absence request for the previous month. Sullivan moved to approve Barron's absence. Hagen seconded the motion. *Motion passed.*

Consideration for Approval – Fort Clark Trading Days Project Proposal

Lawrence submitted a written proposal. Sullivan moved to give approval to Executive Officer Richard Lawrence to move forward to investigate and come up with more details for Fort Clark Trade Days. Hagen seconded the motion. *Motion passed.*

Consideration for Approval – Exterior Repairs for Dickman Hall and Teen Center by Elite Roofing Co.

Hagen stated that only Dickman Hall repairs would be considered as they were still working with Elite Roofing's bid on repairs for the Teen Center. The original bid did not include Dickman Hall because the way the adjuster listed the buildings was confusing. Hagen moved to approve the addition of bid for Dickman Hall for exterior repairs in the amount of \$14,007.51 to Elite Roofing Co.'s original existing estimate. Herman seconded the motion. *Motion passed.*

Consideration for Approval – Security Gate Proposal

Lawrence proposed need for a drop down arm and software for the front gate enabling security to manage and control entrance to the Fort, allow for the collection process for members who are delinquent in their assessments, and attract new members. Hagen moved to accept the proposal from Gate Sentry and Security Sentry for a security gate and software in the amount of \$19,912.59 and \$7,225.00 monthly fee dependent on availability of funds. Herman seconded the motion. After discussion on the pros and cons of having the security gate and software, Hagen moved to table her motion. Barron seconded the motion. *Motion passed.*

Consideration for Approval – Special Assessment

Sullivan moved to approve the levy of a one-time special assessment for this calendar year in the amount of \$45 per membership. Hagen seconded the motion. *Motion passed with 4 directors in favor and Ann Barron against. Barron asked for the note of her dissent to action.* Sullivan stated that the Association has failed to establish a fund for replacement and repairs. The Fort has been operating at a deficit for several years. The alternative to the assessment would be to obtain a large commercial business loan. Our declarations allow us to levy this assessment in one calendar year.

Consideration for Approval – 2016-2017 Common Property Assessment

Herman moved to approve the Common Property Assessment of \$29.00 per membership for the purpose of paying Common Property taxes. Sullivan seconded the motion. *Motion passed.*

Consideration for Approval – Legal Review for Delinquency Collection Process

Lawrence advised that management staff would like to diligently follow a path to collect delinquent assessments that may lead to foreclosure. He asked for permission to consult legal from time to time to assist in the process without having to approach the Board for every matter knowing that it won't be done in excess. The Board gave direction to follow the steps outlined in the Property Code 209 and if legal is needed then the Board can be consulted and give permission. In December the Board approved the recommendation made by Renee Ford to follow the Property Code 209 guidelines on payment plans to extend beyond 18 months. Sullivan moved to approve the Payment Plan Guideline Resolution presented by our attorney and have it recorded at the Kinney County Courthouse. Hagen seconded the motion. *Motion passed.*

Consideration for Approval – Brush Hog \$5,500.00

Herman moved to approve the purchase of a Brush Hog for \$5,380.20. Sullivan seconded the motion. *Motion passed.* The Brush Hog is a tool that attaches to the front of the Bobcat and can be used to clear trails.