



The Board of Directors of Fort Clark Springs Association, Inc., met in regular session on Saturday, November 18, 2017, 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, Vice President Bill Herman, Secretary Dan Sullivan, Treasurer Sandra Hagen, Director Ann Barron. Also present was Executive Officer Richard Lawrence and Executive Secretary Monique Jensen.

APPROVAL OF MINUTES: Sullivan moved to approve the minutes for the September and October Board meetings. Herman seconded the motion. *Motion passed.*

SECRETARY'S REPORT: No report.

TREASURER'S REPORT: Hagen read the bank balances as of November 15, 2017. She continued with the estimated and actual bank transfers for October 2016. She also read the November 2016 actual and November 2017 estimated bank transfers. Hagen moved to approve the transfer of funds estimated for November 2017. Sullivan seconded the motion. *Motion Passed.*

EXECUTIVE OFFICER REPORT:

Lawrence addressed the 2017 Common Property Assessment billing which recently went out. The tax bill was \$133,749.91 Of that \$108,297.92 was divided among the membership that amounted to \$30 per membership. This year's deer harvest has already exceeded the \$55,000 that was budgeted. As of November, 18 Axis and 10 White Tail have been taken. We are asking for donations for New Year's Eve fireworks this year. The weekend after Thanksgiving will be the Art Club Arts and Crafts Show in the NCO Club. The following weekend will be the Kinney County Frontier Christmas. They are still accepting donations to make this a grand event for everyone to enjoy.

Lawrence is calling for an audit of the Sunbelt database program that has been in use since the '90's. We have determined it to be unreliable. The Financial Advisory Committee recommended development of a new program. Our Auditor recommended letters of confirmation go out. The auditors will need to be involved in the entire process, including the creation of the letter, mailing, receipt and correction.

COMMITTEE AND ORGANIZATION REPORTS:

Airport Committee: Maria Perkins reported the November 4th Open House was a great success. They had 87 people attend. Their next event is a Fly-In scheduled for December 9 and is not open to FCSA members. They have 7 pilots confirmed and 22 interested in attending. Recent maintenance to beautify the airfield consisted of tree removal.

Architectural Committee: Sharon Gregorc reported 13 permits approved. One permit was withdrawn by the member.

Finance Advisory Committee: Hagen reported the committee met on November 7. The committee recommended to Lawrence to start over with a new data program after the news of the inconsistencies. They discussed vacating non-performance lots and feel that legal help would be needed. The committee would like to have a workshop with the Board after the member survey has been reviewed by the committee.

Golf Committee: Hagen reported there was an increase in golfers for the month of October in 2017 compared to October 2016. There is a Turkey Shoot today at 1:00 p.m. Next tournament is the Kris Kringle on December 9. Money from tournaments go back into the golf course.

Preservation Committee: Garland Young reported the French Drain work at the Commissary Building is complete. There was no meeting this month. Closing date for bids on the Seminole Building is November 25 and bids will be open at next month's meeting.

Recycle Committee: Herman reminded members to remove caps on bottles, and clean out cans. Recycling Center is closed Thanksgiving Day.

Search and Certification: Sullivan reported the committee will meet in December and will set the calendar then.

COMMUNITY COUNCIL REPORT: Steven Foxx reported on Fort Clark Days progress. Fort Clark Days will be March 2-3. Volunteers are still needed. The plan is to have Living Historians, four to five food vendors. No Arts and Crafts will be invited. They will be soliciting the school and Laughlin to help during the festival. Chuck Fields submitted a list of needs from Fort Clark Springs Association for Fort Clark Days to include the event insurance,

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motel rooms, RV spots, use of the Butcher Block, and NCO Club. There will be a meeting set with Lawrence to discuss these needs. Allison Watkinson reported that Community Council was able to give Brackett High School Drama Club \$1,100.00 for their part in this year's Ghostly Tours. Next year's event is already in the planning stage. Both evenings of the Tours were well attended. The Pumpkin Patch was an added treat to the evening. She thanked all the volunteers who made both evenings successful. She presented to Philip Garcia gift cards for the drivers Mike Karrer and Kurt Partlow and added to the taco fund for Maintenance Department as thanks for their work. Watkinson also reported at the last meeting Lisa Vale stepped forward to run for the 2nd Vice President to get Bingo reinstated. Elections for Community Council take place in January.

ACTION ITEMS:

Consideration for Approval – Appointment to Golf Committee:

Hagen moved to approve Jesse Terrazas to the Golf Committee. Herman seconded the motion. *Motion passed.*

OLD/UNFINISHED BUSINESS:

Executive Officer's Performance Evaluation:

Cassel reported the Board had completed the Executive Officer's performance evaluation.

Report on Repair/Replace Tour:

Sullivan reported Garcia had taken the Directors to several places on the Fort to show immediate needs for repairs on buildings and replacement of equipment. The replacement of trucks and mowers is needed due to the wear and tear on some vehicles older than 30 years. The Motel buildings need substantial work with old plumbing that leaks daily, doors to motel rooms are not secure and flooring needs replacement. The Service Club foundation is sinking and the interior floors will need repairs. RV Park Office foundation has issues as well. Going forward, substantial money is needed for these repairs and replacements. There will be a plan to make a list with cost involved and prioritize the needs.

Bylaws:

Hagen reported the recommendations from the committee have been incorporated.

Employee Health Care:

Lawrence reported the new Employee Health Care plan is in place and at no point was there a lapse in coverage.

Schedule Renters Workshop:

Workshop is scheduled for Wednesday, December 6, 2017 at 10:00 a.m. in the Board Room. Hagen encouraged more than Landlords should attend.

NEW BUSINESS: None

15-Minute Discussion Period

Mary Partlow: Will there be a Monday Recap? Will the confirmation letter go out certified mail? Can the survey go out in a Dispatch? Kathy Warm: Thank you for explain the Sunbelt system. She questioned why no financial since August? What is the purpose of the letter? Is QuickBooks the best option for our company? How long will the transition to the new system take? How much will it cost? Regarding the Bylaws: when will they be done and go out for approval? Jan Metcalf: Is the survey per membership or per person? On the Commissary drain, is there a guarantee? On Finances, a lot of the problem may be lack of continuity of Executive Directors/Officers and the need to always upgrade on software. Who's the auditor? How often are the mattresses changed out on the Motel? Would like more information of the Enrichment Program, is it a granted program? Is she making a profit?

RECESS to Executive Session: Contracts, Personnel Issues, Member Issues.

TIME: 10:26 a.m.

RETURN TO OPEN SESSION - Oral summary of discussion held

TIME: 11:44 a.m.

Cassel reported a vote of confidence was given to Lawrence by the Board of Directors.

Sullivan moved to approve the purchase of two Dixie Chopper mowers that are on closeout for \$7,999.00 each and a dump trailer for \$7,125 to be paid out of the Restricted Fund. Barron seconded the motion. *Motion passed.*

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CONFIRMATION OF NEXT REGULAR BOARD MEETING, TIME AND DATE: The next regular board meeting will be held on December 16, 2017, at 9:00 a.m. in the Board Room.

WITH NO FURTHER BUSINESS. THE MEETING WAS ADJOURNED AT 11:47 a.m.

Myrna Cassel, President

Dan Sullivan, Secretary