

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

November 18, 2020



The Board of Directors of Fort Clark Springs Association Inc., met in a regular session on Wednesday, November 18, 2020, in the Boardroom, Fort Clark Springs, Kinney County, Texas. The meeting was called to order at 9:30 a.m. by President Sandee Hagen. The following directors constituted a quorum: President Sandee Hagen, Vice-president Dustin Smith, Treasurer Bill Herman, and Director ReAnna Hay. Also present was Executive Officer/General Manager, Alan Peterson and Executive Secretary, Julie Moreno. Secretary Robert Mumme was unable to attend and his absence was excused by vote of the Board of Directors.

APPROVAL OF MINUTES from Regular Board Meeting on October 21, 2020. **Motion to Approve Minutes by Vice President Dustin Smith; 2nd Treasurer Bill Herman. Motion Approved Unanimously, Less 1 Director absent.**

SECRETARY'S REPORT: None

TREASURER'S REPORT: Treasurer Bill Herman reported Bank Balances on 11/17/2020, Texas Community Bank - Checking \$30,000.13, Credit Card \$165,984.12, Money Market \$8,593.82. Bank & Trust - Las Moras \$632.96, Restricted \$386,226.00, General \$331,065.87, Historical \$472.90, Tax \$39,455.31. Motel Revenue for October, 2020 \$29,621.00. Member Services Lot Sales, Transfer Fees, Resale Certificate Fees were \$2,950.00. Collections were \$14,422.00. Fort Clark Profit & Loss for October, 2020 - \$293,256.72, Expenses \$214,866.44, Net Income \$78,370.28. Fort Clark Restricted Fund for October, 2020 - Total Income \$5,191.20, Expenses \$1997.91, Net Income \$3,193.29. Las Moras Profit & Loss for October, 2020 - Gross Profit \$1,281.38, Expenses \$1,362.88, Net Income Loss -\$81.50. Net Income before estimated Bad Debts and Depreciation - Net Income (Loss) \$78,370.28, Depreciation \$11,730.75, Bad Debt Expense \$22,804.20. Total Net Income Before Estimated Bad Debts and Depreciation \$112,905.23. Breakdown of Restricted Fund October, 2020 - Restricted Fund Balance \$384,929.73, Letter of Credit Guarantee \$152,000.00, Amounts Owed to Preservation Fund \$22,500.71, Available to Fort Clark Springs Association \$210,429.02. **Motion to Approve Treasurer's Report - Vice President Dustin Smith; 2nd Director ReAnna Hay. Motion Approved Unanimously, Less 1 Director absent.**

EXECUTIVE OFFICER/GENERAL MANAGER REPORT: EO/GM Alan Peterson reported that we are \$21,000.00 ahead on the budget. We have 3 revenue areas - RV Park Net Income \$16,712.00, Budget \$9,942.00; Motel Net Income \$11,597.00, Budget \$8,170.00 and Golf -\$696.00, Budget -\$8,795.00. Items approved last month have all been purchased and are in use. The Landscaping Crew is working in common areas and is working on the trees over the roads and high visibility areas. They will be approaching and cleaning each individual unit next. Brush pickup is in the middle and at the end of the month. Pancake Breakfast at the RV Park has been postponed due to COVID. John Bridger and Rick Schneider donated \$3,750.00 to the RV Park for a golf cart. We are getting quotes for internet service for the RV Park. The center section of the Adult Center HVAC has been repaired. The weight room needs LED lights and electrical will be rewired. Exterior lights have been replaced with LED lights. We are working on lighting the front entrance of the Teen Center. Russell Nowell and Linda O'Brien have been working on the south side of the Stables. Water is improving at the Golf Course. Ice Machine has been repaired. We are getting information and quotes on leasing golf carts. Cleanup at Creekside is in progress and we are working on the exterior lighting. Motel renovations have started on 4 rooms. Christmas decorations were donated by Secretary Robert Mumme.

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COMMITTEE REPORTS:

Airport Committee – EO/GM Alan Peterson: Alan reported that the runway and exterior of the Airport was mowed. President Sandee Hagen reported that the Agreement is no longer valid and will need to meet with the Airport Committee to work on a new Agreement.

Architectural Committee – Lisa Vale: There are two vacancies on the Committee. Meeting has been moved from Tuesday morning to Tuesday afternoon at 4:00 p.m.

Golf Committee – President Sandee Hagen: Turkey Shoot Fundraiser Golf Tournament is this weekend. Kris Kringle Tournament is in December.

Preservation Committee - Linda O'Brien: MK Builders is working on the Service Club. MK gave a bid for \$6,000.00 and was approved, but found the back door and casing needed to be replaced. They are asking for an additional \$495.00 for repairs. Received a letter from the Texas Comptroller on the Franchise Tax. All tax returns were approved. We are now eligible to obtain account status. We need a check for \$4.95 and have a deadline of 12/31/2020.

Recycle Committee - Helena McBride: Helena McBride reported that we need to encourage Recycling as it helps the Landfill. Recycling will be closed on November 26, 2020 for the Thanksgiving Holiday.

Las Moras Restoration Project - Chris Hale: The Committee obtained a grant for an engineering assessment of the structural repairs. The Committee is recommending that the Las Moras Historical Marker, which was broken and is now repaired, to be placed where it will have maximum visibility.

Election Committee: None

By-Laws Committee - Linda O'Brien: Travis Huey passed out a copy of the By-Laws with the proposed changes. The Committee would like the Board of Directors to review the changes. If approved, the Committee would like these changes presented to the Members in a Town Hall by January 16, 2021. The Committee would like to see these changes on the March Ballot to be voted by the Membership.

COMMUNITY COUNCIL REPORT - Linda O'Brien: The December cleanup will be in Unit 15 on December 5, 2020. Fort Clark Days has been cancelled for 2021 due to COVID. Vice President Dustin Smith talked about the Hunt and the Benefits of the Hunt.

OLD/UNFINISHED BUSINESS: None

EMAIL VOTES: None

NEW BUSINESS/ACTION ITEMS:

Action Item 1: Approve Website Design. EO/GM Alan Peterson reported that we are working with our current website developer implementing an on-line booking reservation website for the Motel, RV Park and Camping. Redesign will cost \$4,500.00, on-line booking \$1,500.00, Support \$300.00/month, Deposit \$3,225.00. Total Cost will be \$11,636.88 per year. Director Comments. Member Comments. **Motion was made to approve Heavy Metal Design to redo the website by Vice President Dustin Smith; 2nd Director ReAnna Hay. Motion passed unanimously, less one absent Director.**

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Action Item 2: Approve Backup Equipment from NetPro1. President Sandee Hagan reported the previous Board cancelled all back-up and virus protection for the computer system to save money. The cost to get back-up and virus protection is \$3,618.31. EO/GM Alan Peterson reported that we will have a complete audit of our IT Equipment on the Fort by the end of December. Director Comments. **Motion to Approve and accept back-up system proposal by Vice President Dustin Smith; 2nd by Treasurer Bill Herman. All Directors voted unanimously, less one absent Director.**

Discussion Item 1 (formerly Action Item 3): Approve Declaration Revision - Common Property Assessment. President Sandee Hagan proposed changes clarifying this particular section of the Declarations. The Board of Directors will get together for a Workshop on Wednesday, December 9, 2020 at 6:00 p.m. to review. Director Comments. Member Comments. **Motion to table until Workshop by Vice President Dustin Smith; 2nd Treasurer Bill Herman. Motion passed unanimously, less one absent Director.**

Action Item 4: Approve RV Park Golf Cart. Rick Schneider and John Bridger from the RV Park Breakfast Club Committee have donated \$3,750.00 towards the purchase of a golf cart for the RV Park. The total quote from Mission Golf Carts is \$6,116.13. Balance to approve would be \$2,366.13. Director Comments. **Motion to approve \$2,366.13 for the purchase of the Golf Cart for the RV Park by Treasurer Bill Herman; 2nd Vice President Dustin Smith. Motion passed unanimously, less one absent Director.**

ANNOUNCEMENTS: Thanksgiving Hours have been posted and on Dispatch.

ADJOURN to Executive Session: Member and Employee Issues 11:01 AM

RECONVENE TO REGULAR OPEN SESSION: No votes or decisions were made. Discussion only on personnel issues. 12:51 PM

NEXT REGULAR BOARD MEETING: Wednesday, December 16, 2020, Fort Clark Boardroom, 9:30 AM. Seating will remain the same unless notified that there are changes with the COVID-19.

ADJOURNMENT: 12:52 PM
Treasurer Bill Herman made a Motion to Adjourn; 2nd Vice President Dustin Smith. Motion passed unanimously, less one absent Director. Meeting was adjourned at 1:18 PM.

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