

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

Saturday, December 17, 2022



The Board of Directors of Fort Clark Springs Association Inc., met in a regular session on Saturday, December 17, 2022, in the Boardroom, Fort Clark Springs, Kinney County, Texas. The meeting was called to order at 9:05 a.m. by President Travis Huey. The following directors constituted a quorum: President Travis Huey, Secretary Chris Race, Treasurer Lisa Vale, and Director Memo Guzman. Also present were Executive Secretary Julie Moreno. Those absent were Vice President Linda O'Brien and Executive Officer/General Manager Alan Peterson.

APPROVAL OF MINUTES from Regular Board Meeting on November 19, 2022. **Motion was made to approve the November 19, 2022 Minutes by Secretary Chris Race. 2nd by Treasurer Lisa Vale. Motion passed unanimously (4 Directors Present).**

SECRETARY'S REPORT: Secretary Chris Race received three pieces of correspondence. First was from the Kinney County Hunters Roundup thanking Fort Clark Springs for purchasing a table this year. The Roundup was a success and the monies raised will be used for the trapping club and youth programs in the County. Second was from Unit 37 regarding the influx of Short Term Leases. Third was from Annabell McNew regarding posts made on Facebook and discontinuing her work with the Fort.

TREASURER'S REPORT: Treasurer Lisa Vale reported the Motel Revenue for November was \$24,764; RV Park Revenue for November was \$13,312; Total Income for November was \$195,887; Expenses for November was \$206,960 for a net loss of -\$11,072. Preservation has a total of \$28,165. Total bank accounts through November 30, 2022 is \$628,592.

EXECUTIVE OFFICER/GENERAL MANAGER REPORT by Secretary Chris Race for EO/GM Alan Peterson: Secretary Chris Race reported that Mr. Peterson would like to thank all the volunteers for all the hours spent in the last few months helping us: clean up areas around the Fort; organize projects through the various committees; decorate for Christmas; help organize Fort records and history files; transition the accounting system. In the last few months we have: planted 150 trees throughout the Fort - the Par 3 north area will have greens and tee boxes removed to give the parade ground a new look (actually closer to the original); we will begin and try to repair irrigation on north Par 3. There has been an overall plan for cleanup and repair of areas of the: pool, Kickapoo Park, Rendezvous Park, and Highway 90 Frontage. This will include BBQ Pit replacement, upgrades to picnic spots, bathroom repair, tree maintenance, parking barriers and area fencing. The plan is to have most of these areas finished by early March. Currently we want to implement Concierge Plus the first week of January. Maintenance: Philip and staff have completed many special projects including: planting the 150 trees; removing dead, diseased or misplaced trees; starting road repair in Unit 14. Units 3, 14 and 15 will be addressed in January. Recreation - special trips have started; the Recreation Report will have more details. Security and Hunt - hunting revenue is starting to increase although it is behind last year's pace; trapping is also starting to see better results. RV Park - John has assumed duties as RV Park Manager; breakfast and potluck Tuesdays have resumed; 23 trees have been planted around the RV Park. Golf - Very successful tournament last weekend; brush pile has now been eliminated thanks to the weather; 25 trees have been planted around the course; Golf Maintenance has seen a major cleanup and we are now working on repairing the building and work facilities. Dickman Hall - two new HVAC systems have been installed. Admin - Accounting conversion from the Black System is progressing well. This could not have been done without the volunteer work of Lisa Vale and Chris and Jim Race. I think Jim understood what this may involve but I know Chris was completely unaware of the extent

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of work it would take to input all the names and info into Quickbooks. I was skeptical at first that it could be done but because of their efforts I now think it will work. Alvin Reagan has also helped Cyndi and Allison with many quickbook questions, especially in the payroll area. Although we are not completely there yet, we are now much closer to getting a very firm handle on our accounting system and retiring the "Black System" forever. Town Hall - December 21st will be focusing on landscaping, trees and scheduled landscaping maintenance and procedures. Director Comments.

COMMITTEE REPORTS:

Airport Committee: No report was received from the Airport Committee. We did receive a Member Issue that will be addressed later in the meeting.

Architectural Committee - by Frances Bitter: Since the last Board Meeting, the Committee has approved two permits and had sent a variance to the Board which we have not heard a decision as of yet on that. We have submitted two applications for new Committee Members and hope you will make a decision on them today.

Golf Committee - by Chris Race for Katie Brown: The Golf Committee has nothing to report as far as tournaments. However, the Committee did pay over \$700 for weed control of the Poana. Wishing everyone a Merry Christmas and a safe holiday season. Hope to see you on the course.

Preservation Committee - by Preservation President H.N. Bitter: There is nothing new to report this month from the Preservation Committee.

Recycle Committee - by Helena McBride: I have received \$2,000 extra from the Coca Cola grant, which makes it a total of \$9,500. I also received another \$1,000 from Rio Grande Electric grant. I now have enough to buy a refurbished baler, shipping and installation. We will need a storage facility which Mr. Peterson will be looking into. The other news is that our pallet jack that moves boxes and the forklift is out of commission. Director Comments. Member Comments.

Las Moras Restoration Project - by Secretary Chris Race for Chris Hale: There is nothing new to report from the Las Moras Restoration Committee.

Recreation Committee - by Secretary Chris Race for Ana Martinez, Recreation Committee: The Recreation Committee has been busy planning our FCS Family Christmas event to be held tomorrow, Dec. 18th in the Service Club from 2-4 p.m. We hope everyone can come out and visit with Santa and Pancho Claus who will make his comeback appearance this year. Please come take pictures with Santa and Pancho. Our first bus trip to San Antonio was yesterday, Dec. 16th. There were ten plus people who had signed up. The bus left Fort Clark at 9:30 a.m. and arrived at Market Square at noon. There was a festive atmosphere at the square. At 3:00, they left Market Square and headed to the Riverwalk where again they could shop, eat or just sight see. The bus picked us up at 6 p.m. just in time to experience the thousands of Christmas lights along the Riverwalk. We arrived in Brackettville around 9:30 p.m. This trip was for the young at heart and we had a great time. We hope to plan for more trips in the near future. Please let us know if you have any ideas for day trips. Our January focus will be getting some healthy activities started here on the Fort and utilization of the Wellness Center. Stay tuned for more information forthcoming.

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Election Committee - by Sandee Hagen: Just a reminder that the Candidate Data Sheets are due by 5:00 p.m. on January 2nd. If the Candidate would like their biographies in with the ballot, it will need to be completed and turned in by the January Board Meeting so we can turn it all over to Mr. Peterson. The bios need to be 250 words and fit on a single sheet of paper. On January 3rd, the Election Committee will verify the Candidate Data Sheets with Gaby in the front office. One of the candidates, Philip Gordon, has withdrawn his candidacy. An email was read from Mr. Gordon by Sandee Hagen on the reason he withdrew.
Director Comments.

COMMUNITY COUNCIL REPORT - by Kathi Warm: In the Adult Center, the asbestos and the water leak will not affect the replacement of the toilet. We can purchase a toilet for the ladies' bathroom. Research will be done to find one and the Board has approved the expenditure from the \$2,000 we set aside. More suggestions will be discussed at our next meeting. Our Annual Meeting will be January 14th, 2023. Elections are held at this time. Positions open are the President for a one-year term and Secretary for a two-year term. According to the By-Laws, Kathi Warm cannot run again for Secretary as she has held this position for six years. The Cavalry Brigade meets the first Saturday of each month. Fort Clark Days is bringing back the Commissary for activities: vendors, entertainment, food, and beer/wine. The Christmas Movie was Santa Buddies - The Legend of Santa Paws last Thursday to the Elementary Students. An anonymous donor donated the license fee of \$110. Over 225 students came. Lowe's employees donated popcorn and water for the children. Kathi also gave a short report on the baler as Helena gave more details earlier in the meeting. Community Council has donated \$100 to the Kinney County Junior Livestock Show.
Director Comments.

DIRECTORS REPORTS - Each Director will give a synopsis of what they have been working on over the last month. Secretary Chris Race has been working with Julie Moreno on the Minutes of the Board Meetings, copying dispatches and posting them on the official Facebook Membership page, make sure the Policy Resolutions approved by the Board are recorded and filed at the Courthouse, helping the Financial Task Force by inputting and verifying data into Quickbooks and helped get a launch date of December 1st and working with staff on training. President Travis Huey has been working on researching training for the Board of Directors, transitioning the Board from being hands-on to moving away from day-to-day operations, Wastewater Treatment Plant Lease, and worked with TCEQ regarding the spring and the gate that was repaired. Director Memo Guzman listed some items that the Board worked on this last year: purchased a new dump truck; pool pond, drains, gates, and sidewalk repairs; fitness center opened plus a new air conditioner replaced there and a new piece of equipment came in; golf course received a new HVAC system and how the golf course is reorganized and managed; Service Club received two new HVAC systems and duct work; Accounting received a new HVAC system; trees were planted; bathrooms at the Old Quarry were repaired; and the firestation is now set up for volunteers. Treasurer Lisa Vale is not for this individual listing of our accomplishments. We are a Board that works together for the Membership and be responsible for the health of the association. Treasurer Vale agreed with Director Guzman on all the accomplishments the Board has done.

OLD/UNFINISHED BUSINESS:

Tabled Item 1: New Lease for Wastewater Treatment Area. Working on a meeting with MUD to be in January of 2023. This item will continue to be tabled.

Tabled Item 2: Emergency Panic Buttons. This item will continue to be tabled.

Tabled Item 3: Raise GM's Approval Limits - Resolution. This item will continue to be tabled.

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Tabled Item 4: ERC Fund Allocation. This will be a question and recommendation from the Task Force and placed on the balance sheet with a footnote so the Membership would know if the funds are being used for anything other than Capital Improvements. This item will continue to be tabled.

DISCUSSION ITEMS:

Discussion Item 1: Real Estate Valuation. Treasurer Lisa Vale has done a spreadsheet listing the properties and pricing recommendations. Director Comments. Member Comments. **Motion was made to sell the adjacent lots between \$5,000 and \$10,000 to the Membership and bring bids to the Board for approval by Director Memo Guzman. There was no 2nd. Motion does not pass.**

Motion was made by Treasurer Lisa Vale to ask Mr. Peterson to have a comprehensive price list of the lots and send to the Board of Directors by January 21st, 2023 (amended to January 16th, 2023), for voting at the Board Meeting on January 21st, 2023. 2nd by Director Memo Guzman. 3 Approved/1 Opposed. Motion Passes.

Discussion Item 2: Recycling Expansion. Mr. Peterson was instructed to evaluate the needs of the Recycle Center including the building and the other pieces you would need to complete the expansion.

Discussion Item 3: Private Member Facebook Group. After looking at the survey and hearing the results, the majority of the Membership gets their information through Facebook. I think it is proper to move to a situation where we have two sets of communication. We have our Association page which is where we promote events and things going on here at the Fort. President Travis Huey is proposing that Mr. Peterson to evaluate to have a private Members' group that is administered inside the Association. There are plenty of HOA's that have private Members' groups where the communities come together. A place where the community can facilitate conversation in a private area and communication with the Association. Director Comments. Member Comments.

Discussion Item 5: Meeting Live Stream Capability. This is a continuation of Discussion Item 3. This would be to evaluate the systems that are available to live stream meetings in the private group. President Travis Huey's recommendation would be to consider live streaming the meetings/events and then work towards the ability to communicate with Members. Director Comments. Member Comments. Board is asking Mr. Peterson to do research and a proposal to evaluate a system to teleconference.

NEW BUSINESS/ACTION ITEMS:

Agenda Item 1: Consider approval for Termination of Contract Negotiations with Conference Direct. We would have a volunteer organization work on some events. Member Comments.

Motion was made to approve Termination of Contract Negotiations with Conference Direct by Treasurer Lisa Vale. 2nd Director Memo Guzman. This Motion was passed unanimously.

Agenda Item 2: Consider approval for MK Builders to Repair Thresholds and Corner Post of Patton Hall. The thresholds were removed from the bid about 3-4 years ago to save expense. The bid from MK Builders is for the repair of doorway thresholds for both Patton and Bullis Buildings, pour concrete to repair all thresholds as needed, install door sweeps on all thresholds. Patton Hall repairs include to jack the roof and deck to repair corner posts, install new 6" x 6" posts, secure deck to new posts, repair trim as required around posts. Fort Clark Springs will provide door sweeps to install. All other materials will be provided by the contractor. The cost of this will be \$4,400. Director Comments. Member Comments.

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Motion was made to approve and Accept the Bid for \$4,400 to Repair the Thresholds and Corner Post of Patton Hall by Secretary Chris Race. 2nd Treasurer Lisa Vale. This Motion was passed unanimously.

ANNOUNCEMENTS: Sunday, December 18th - FCS Family Christmas, 2-4 p.m., Service Club; December 20-26 - Elizabeth Hodges Vintage Organ Music; December 20-26 - Lipan Apache Tipi Lighting at Rendezvous Park; December 23 - Lights at Las Moras, 6:30 p.m., Rendezvous/Swim Park

ADJOURN to Executive Session: 11:32 AM

Motion was made to adjourn the meeting to Executive Session by Secretary Chris Race. 2nd by Director Memo Guzman. This Motion passed Unanimously.

RECONVENE REGULAR OPEN SESSION: 3:00 PM

Voting:

Motion was made to approve the New Architectural Committee Member Mallory Ratliff by Treasurer Lisa Vale. 2nd by Director Memo Guzman. This Motion passed Unanimously.

Motion was made to approve the New Architectural Committee Member JoAnn Gordon by Director Memo Guzman. 2nd by Treasurer Lisa Vale. This Motion passed Unanimously.

NEXT REGULAR BOARD MEETING: Next meeting will be Saturday, January 21, 2023, Fort Clark Boardroom, 9:00 AM.

ADJOURNMENT: Motion was made to adjourn the meeting by Secretary Chris Race. 2nd by Treasurer Lisa Vale. This Motion passed Unanimously. The meeting was adjourned at 3:02 PM.

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