

Board of Directors

Fort Clark Springs Association, Inc.
Regular Meeting
November 15, 2014



The Board of Directors of Fort Clark Springs Association, Inc. met in regular session on Saturday, November 15, 2014 in the Board Room, Fort Clark Springs, Kinney County, Texas. The meeting was called to order at 9:00 a.m. by President Roby Roberson. Roll call established a quorum with the following directors present: Roby Roberson-President, B.E. Sweet – Vice President, Bill Herman – Associate Vice President, Myrna Cassel – Secretary, and Sandra Hagen - Treasurer. Also present was ReAnna Hay– Interim Operations Manager. Observers recorded in Board Minutes Binder.

ANNOUNCEMENTS/CORRESPONDENCE: Roberson read aloud a letter from Friends of Fort Clark requesting a link on Fort Clark Springs' website. Cassel read aloud a letter from Community Council's Fort Clark Days Committee with requests for use of the Fort and open gate, etc. Cassel also read aloud a letter from Val Verde Volleyball (V3) Select Travel Team soliciting for donations.

APPROVAL OF MINUTES: Cassel moved to approve the Regular Board Meeting Minutes for October 18, 2014. Herman seconded the motion. Hagen suggested there are minor typos. The motion carried for approval of the minutes with minor corrections with a unanimous vote. Cassel moved to table the approval of minutes for the October 29, 2014 Special Meeting Minutes for December Meeting review. Hagen seconded the motion. Motion carried with a majority vote. Herman, Hagen, Cassel, & Roberson in favor. Sweet against.

DAILY OPERATIONS REPORT:

Safety Group Dividend was received for the amount of \$1,040.59

Six applications/resumes for Director of Operations received. Job posting will close on November 30th.

Maintenance Dept and Golf Maintenance Dept have hired 1 new person in each department.

Common property assessments went out and we have received a positive response in payments.

Our employee only received 8 days of training from our former employee who resigned.

She was recruited from within the organization so she also has the responsibility to train the 2 new employees who were hired for her old position. When Assessments are received they are still input into the old data base program or DOS (Dinosaur Operations System). DOS does not "talk" to Quickbooks. Information has to be input manually. We are also preparing for the auditors to come and do the FY closeout. September Financials are done.

Las Moras Grill will be getting a new Kitchen vent. Monday Night Football has seen an increase in attendance.

Deer Harvest – Booked through January. In December we will have the Texas Parks & Wildlife Biologist, the Game Warden, and Matt present to discuss the purpose of the harvest. Annual Christmas Bird Count is happening on Dec. 29 for those interested. The Fort/BOD is working with Kinney County Frontier Christmas. The Administration asks for patience during the transition of losing our Finance Director and training new staff. We have shifted staff to fill in and/or step up where needed. With our Finance Director doing both Accounts Receivable and Payables we found it was more responsibility than it should have been so have assigned the position to 2 people. It has proven difficult with both the Director of Operations and Finance Director leaving at the end of fiscal year so ask for continued patience from the membership.

COMMITTEE AND ORGANIZATION REPORTS: The following committees presented oral reports to the board: Architectural, Golf, Preservation, Community Council and Recycling.

Architectural Committee: Glenn White reported the approval of 6 permits and 2 permits tabled for lack of information. Four letters sent for extension of permits. Reminder that members should attend meetings if they submit a permit so that questions can be answered.

Golf Committee: Deborah Tischler reported on upcoming tournaments including the Turkey Shoot and Kris Kringle tournaments. Golf Gift Certificates are available at the Pro Shop.

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Preservation Committee: Garland Young reported the committee has sought bids for the Service Club and Seminole Hall. Letters of Concurrence sent out to the State. Recently, the committee was made aware of the Palisado Building needing repairs. They are working with Russell Nowell from Fort Clark Historical Society. The Committee is also addressing the issue of the funds that need to be transferred back to the Impound Fund.

Community Council: Gina Forrester and Helena McBride are the Chairs for the Fort Clark Days Committee. Ghostly Tours was a huge success with \$697 profit. Looking forward to next year and adding more days. Revised an amendment for 2015 to only meet 10 months of the year.

Recycling Committee: Thirty-one gaylords sent out. Always looking for more volunteers. Still accepting electronics. Remember that no household appliances are being accepted.

RV Committee: No Report.

Consideration/Appointment: Request for point of contact/representative for Chamber of Commerce
Note from Melanie Jones requesting a representative to the Chamber of Commerce. Roberson stated he will call to find out more information.

Consideration/Appointment: Ad-Hoc Committee to Amend/Update FCSA By-Laws
Roberson suggested that members volunteer to revise/update/correct the governing documents. A list to sign up will be available at the Admin. Bldg.

Consideration/Appointment: Recreation Committee
Hagen moved to appoint John Rosettsky, Roberta Thompson, Jim Tischler, Norma Rowland, Jana Lee, and Rosa Shepard to the re-established Recreation Committee. Cassel seconded the motion. Motion carried with a unanimous vote.

Consideration/Approval: Palisado Building
Roberson was made aware of the deterioration of the Palisado Building where the west wall is bowing out. Roberson suggests for repairs to be paid from the Impound Fund directly.

Consideration/Approval: Donation for Thanksgiving and Christmas Dinners
Cassel moved to make a donation not to exceed \$600 - \$300 for Thanksgiving and \$300 for Christmas – to the Recreation Committee for meat and paper goods. Hagen seconded the motion. Hagen reminded committee members to keep receipts for reimbursement. Motion carried with majority vote: 4 in favor and 1 against.

Consideration/Approval: Display of FCS groups' items for sale, ie.calendars from FCHS, CC Buttons, etc.
Fort related items will be sold at the Front Desk in the Administration Building. It the groups' responsibility to maintain the display.

Discussion: Impound Fund-Transfer of funds
Debbie Isaacs, Treasurer for the Preservation Committee has put together a list of deposits and expenses. It is determined through examination that \$22,295.59 will be transferred back to the Impound Fund. Mrs. Hay, Interim Operations Manager advised that it would be good to wait for the auditors to look over the account and advise.

Discussion: Trails; Work done by Members
Roberson stated the topic was brought up at Community Council regarding possible grants to assist with marking the trails. Ms. Partlow informed the audience about a grant that is available to 501©3 organizations. She continued to state some trails have been mapped by a couple of members who have walked them and set the mileage. A copy of this map is on the website and is available at the Front Desk in the Administration Building.

Discussion: Electricity for Fort Clark Days
Charles Fields is supposed to confer and work with Philip Garcia from Maintenance.

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15-MINUTE MEMBER DISCUSSION:

Letter received: Please keep Las Moras Grill Open. Garland Young: Thanked Co-Interim Directors for seeking advice from attorneys in regard to records request and Director Cassel for representing the Fort during the records inspection. Art Baker deferred to his attorney, Roy Howell: Conflict could be avoided through open conversation with BOD. Dan Sullivan: Reminded the membership there are 3 openings on the Board this year for election. Deadline to turn in the form is January 12. Admonished the BOD to make sure that whomever they appoint to the compliance committee know what they are doing and be well informed. John Rosettsky: "Silence in the gallery" with all the nitpicking. Let's move forward. William Haenn: Frustrated with lack of knowledge in properties on Fort. Corrected the statement that the Palisado Building is NOT the oldest building on the Fort. Mary Partlow: Said what she said already in regards to trails. Brian Crismore: Introduced himself and his wife as coaches to the V3 team. States that more than half the team are kids from the Fort. Would be grateful for any donations.

RECESS OPEN MEETING TO GO INTO EXECUTIVE SESSION: TIME: 11:01 AM

RETURN TO OPEN SESSION – Oral Summary of discussion held: TIME: *Time not stated on recording*
Roberson informed the audience that Mr. Sweet had a medical emergency and had to be excused from the remainder of the meeting. Met with members who are proposing an advisory board for the airport. Trent Brown, FCS Golf Pro, came forward with ideas on improving the golf course. Also, discussion on the inner workings of the Board.

CONFIRMATION OF NEXT REGULAR BOARD MEETING, TIME AND DATE: The next regular board meeting will be held on December 20, at 9:00 a.m. in the Board Room.

WITH NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 2:36 P.M.


Myrna Cassel, Secretary


M.E. (Roby) Roberson, President

Minutes submitted by: Monique Jensen