



The Board of Directors of Fort Clark Springs Association, Inc. met in regular session on Saturday, April 18, 2015 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. Roll call established a quorum with the following directors present: B.E. Sweet – Vice President, Bill Herman – Secretary, Sandra Hagen – Treasurer and Ann Barron – Director. Also present were John Hodge – Director of Operations and Monique Jensen – Office Manager.

**ANNOUNCEMENTS/CORRESPONDENCE:** Cassel announced the election results from Glen, Graf & Bowers were available. She followed with a statement that the Board would follow relaxed Roberts Rules of orders during meetings. She informed the audience that if they had questions, concerns or comments from members who felt the Board or Members of the Board were making mistakes to contact one of the Directors or John Hodge after the meeting. She also reminded the audience that this is a Board of Directors meeting, but member input is wanted and will be respected. Please wait to be called on to speak.

**APPROVAL OF MINUTES:** Herman moved to approve the minutes from March 21, 2015 meeting. Hagen seconded the motion. Motion carried unanimously.

**Treasurer's Report:** Hagen read aloud the bank balances as of April 15, 2015, and the estimated and actual bank transfers for March 2015.

**Approval Transfer of Funds:** Hagen moved to approve the transfer of funds expected for April 2015. Herman seconded the motion. The motion passed unanimously.

#### **DAILY OPERATIONS REPORT:**

John Hodge discussed a P&L statement that is all inclusive of 6 months. He stated that he was able to take a really good look at our financials and discovered all the bills have been paid; no money is missing. He continued, with the loss of the previous DO and Accountant some mistakes were made; but he and the new accountant have gone through everything and started at the beginning to clean up the mistakes. The P&L statement being used today has all revenue and expenses correct. He discussed a few issues involving the credit card process for RV, Motel, Pro Shop, and Restaurant. These have been lumped together. The old data program that does not communicate with Quick Books being the main issue.

Hodge briefly discussed Las Moras P&L. He stated that he looked at the business to find what works, what doesn't within the Restaurant. He met with the staff and looked at receipts, portion size, changes on the menu and will continue to do a cost analysis. Going forward, we should have positive profitable results.

Hodge introduced the "Resort Fee" which has been put into place where any non-member who is not a guest of a member and who wishes to spend the day at Fort Clark Springs will now pay \$5 for the day. This resort fee does not apply to guests of Members, only to Motel and RV guests, and day guests. He said that getting pennies from members by charging \$3 for grandchildren and guests was not a good thing. We have non-members who come every day and why not make our facilities available for a fee. This past Monday through Friday we started the new resort fee and without advertising we have taken in \$150. There will be issues, but we will monitor and deal with those.

This last week we had a film crew staying at the Motel. We also fed them at the restaurant, and this did teach us what our staff can handle in terms of volume. This was a pretty profitable week for us. After having success with feeding the crew and accommodating this group we are going to reach out to the top 175 Corporations from San Antonio to Del Rio to bring them to Fort Clark Springs. If we can get two or three of these top corporations to come out and tour and bring their organizations to Fort Clark we could significantly increase revenue.

The cash handling procedures he described last month are all in place. The marketing books were in the motel when the movie crew was here. More ads were sold, so they will be added to the books. Hodge is currently developing billboards. He has reached out to Groupon to promote the Golf Course. We have

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300+ followers on Facebook. He is currently working on a budget for Dickman Hall to open up the bar area only. We are working to open the Duck Inn this summer. The financial audit is available on PDF for anyone who wants it e-mailed to them. Golf Maintenance and Maintenance departments have been combined to bring together two great working teams to work in conjunction. Hodge will be working with Fort Clark MUD to come up with a solution about the restrictions MUD is facing regarding release of grey water into the creek.

**COMMITTEE AND ORGANIZATION REPORTS:** The following committees presented oral reports to the board:

**Architectural Committee:** Eighteen permits were submitted with 14 approved. Four were tabled and three of those approved later. The committee is soliciting any members who are interested in serving on the Architectural Committee for this next year. Anyone interested can submit their name at the front desk.

**Golf Committee:** Last meeting was a planning meeting for Las Moras Tournament. Preliminary numbers show 49 teams of two, including six teams of women. Thank you to the many volunteers who gave countless hours of work. The Tournament brought in three - \$500 scholarships, \$2000 to the Pro Shop, and \$992 to the Restaurant for boxed lunches.

**Preservation Committee:** Contract for the Fire Station windows was awarded and work has started. Contract for Seminole Hall is pending.

**Recycling Committee:** A load was sent out at the end of March. Update on baler is that we are waiting for the 3-phase electric installation to be done by Rio Grande Electric. We need to make a deposit on the baler just to make sure we can still get it. Please remember to flatten your cardboard and keep it at home until we get the baler up and running.

**RV Committee:** Camper's World is seeing the cyclist coming through. Winter Texans have left. Diana reported on continuing activities.

**Recreation Committee:** Golf Cart Poker Run will be held on Monday starting at 3 pm down at the Swim Park. Committee will be dormant over the summer due to Winter Texans being gone. Activities already on the schedule for fall are dances, pool tournaments and Thanksgiving Monday evening.

**Airport Advisory Committee:** Sam Lark reported they are continuing to clean up around the hangars and doing lots of mowing. Runways are well marked with white markings and orange traffic cones at the ends of the active runways. Two documents for the BOD that explain the use of the airport as the rules are right now. The second document is a short form with safety procedures that can be put in the e-newsletter or on the website.

**Declarations Compliance Committee:** Mr. William Haenn reported the committee was reduced to four people after elections when Ann Barron, who was a great contributor, was elected to the board. Review is completed. Overall conclusion is the FCSA Declarations are not in compliance with Texas Law.

**Consideration /Approval:** Gravel for RV Park  
The estimate submitted does not include labor. Philip Garcia said he could bring back two more estimates to next month's meeting.

**Consideration/Approval:** Registered Agent  
Hagen moved to approve John Hodge as the Registered Agent. Herman seconded the motion. Motion carried unanimously.

**Consideration/Approval:** Resolution to recognize the 175th Anniversary of the fight at Las Moras Spring between the Comanche people and the Army of the Republic of Texas on October 13, 1840  
Herman read the proposed resolution. Barron moved to accept the Resolution as read. Sweet seconded the motion. Motion carried unanimously.

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**Discussion/Future Action:** Increase in Assessments and/or Supplemental Assessment

Hagen reminded the membership that increased assessments will be considered. Last increase was 2008. Cassel added the increase needs to happen before the new budget is put together

**Discussion:** Increase Board Members from five to seven.

Sweet stated that he sat on the BOD in the late 70's when there was a seven- member board. In the past couple of years having only five members has been a problem. We should consider increasing the number of members. Barron agreed with him but added that it must be done properly. A vote of the membership is the correct way. Hagen stated that guidelines are in place and have to be followed under state law. Dan Sullivan agreed with Sweet but stated that it was painfully obvious that no one wanted to run for the Board. From the audience: John Rosettsky agreed with Sweet that the larger number would keep things fair and balanced. William Haenn stated the original Certificate of Formation had the Board at five members then was changed to seven and went back to five members. Barron stated that state law allows for telephonic or electronic board meetings, and it would increase interest if that were available.

**15-MINUTE MEMBER DISCUSSION TOPICS:**

Friends of Fort Clark Historic District (William Haenn): Since incorporation - all has been open and transparent but they have been maligned by shadowy figures. He appealed to the BOD to have a special meeting to present the National Landmark application status. Haenn: You do not send letter to request registered agent changes for Secretary of State. We are collecting less and less. -- if we collected what we are supposed to collect, there would not be a need to raise assessments. Tully Shahan: 1) Engineers will be here to give a bid sheet on channelizing the creek. He will keep Mr. Hodge informed. 2) House Bill 1402 is set for a hearing on Wednesday in Austin at 10 am, there is major concern of it being passed. He is requesting a member of the BOD or Mr. Hodge to attend and represent the Fort. He asked members to to call, fax, e-mail legeslators and state your opposition to House Bill 1402. Dan Sullivan: Thank you Mr. Hodge for progress made in such a short time. Question on assessments - Is the assessment what's been billed or collected? What is the bad debt?

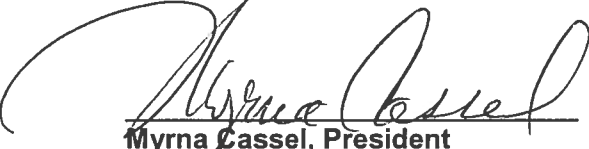
**RECESS OPEN MEETING TO GO INTO EXECUTIVE SESSION: TIME: 10:45 AM**

**RETURN TO OPEN SESSION – Oral Summary of discussion held: TIME: 12:17 PM**

Cassel reported that Ann Barron will be an ex-officio member of the Declarations Compliance Committee. Personnel contracts were discussed. Discussion of possible future foreclosure on member properties and properties for future purchase.

**CONFIRMATION OF NEXT REGULAR BOARD MEETING, TIME AND DATE:** The next regular board meeting will be held on May 16, 2015 at 9:00 a.m. in the Board Room.

**WITH NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 12:20 PM.**

  
Myrna Cassel, President

  
Bill Herman, Secretary

Minutes submitted by: Monique Jensen

