

Board of Directors

Fort Clark Springs Association, Inc.
Regular Meeting
November 21, 2015



The Board of Directors of Fort Clark Springs Association, Inc. met in regular session on Saturday, November 21, 2015, in the Board Room, Fort Clark Springs, Kinney County, Texas. The meeting was called to order at 9:00 am 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 was Monique Jensen – Executive Secretary/Interim Administrative Operations Manager and Philip Garcia – Interim Field Operations Manager.

ANNOUNCEMENTS/CORRESPONDENCE: Cassel read aloud John Hodge's letter of resignation. She assured the members that his programs will continue.

APPROVAL OF MINUTES: Herman moved to approve the minutes from October 17, 2015 meeting. Barron seconded the motion. *Motion passed.*

Treasurer's Report: Hagen read aloud the bank balances as of November 18, 2015. She also read the estimated and actual bank transfers for October 2015 and the actual transfer of November 2014 and estimated transfers for November 2015.

Approval Transfer of Funds: Hagen moved to approve the transfer of funds expected for November 2015. Herman seconded the motion. *Motion Passed*

EXECUTIVE DIRECTOR'S REPORT:

Philip Garcia and Monique Jensen presented a Daily Operations report for the past weeks:

Garcia and Jensen met with Department Heads to inform them of Hodge's resignation and the appointment of Garcia and Jensen as Interim Operations Managers. Garcia was appointed to be the Field Operations Manager and Jensen as the Administrative Operations Manager.

Garcia and Jensen also met with Security Department to train security staff on enforce rules and regulations more stringently. This includes ensuring that members and non-members were issued appropriate tags, and stickers to prevent people from running the gate.

Dickman Hall is moving forward with the coordination by Russell Nowell and the Maintenance Department with special thanks to Patti Nowell, Eva Huey, Bill Peak, and Sue Martin for volunteering their time to help in completing the work. The Silent Auction brought in approximately \$1700. The Bud Breen painting that was donated for the auction did not meet the reserve place on it and therefore it will be made available as a raffle item awarded at Fort Clark Days. Tickets will be available at the Administration building.

Thank you to Bob Hendricks for the donation of a refrigerator for the Grill.

We are waiting on the electric work to be complete for the baler to be delivered and installed.

Roy Holly from KKYX did a radio show recently in town about the area. Russell Nowell, Ailene Reid, and Tully Shahan with Monique Jensen represented the area. From the radio show we had a call from someone who requested information about Fort Clark Springs. Mr. Holly was excited about the opportunity to possibly do a live show during Fort Clark Days and to advertise prior to the event.

Auditors will be here the first week of December.

COMMITTEE AND ORGANIZATION REPORTS:

Architectural Committee: The committee could not have a meeting recently due to not having a quorum.

Those in attendance discussed a possibility of a meeting with a member of the staff in an emergency situation. There were permits that could not be discussed for the lack of a quorum.

Golf Committee: For the month of October there were 773 golfers with 535 prepaid and 32 tournament players with an increase of 12 players. For the 3rd year there was a private tournament held by Dynamic Systems Inc. The Church Alliance Tournament had a great turn out with \$3000 made for the Church Alliance and \$392 going back into the golf course. Looking forward Dec. 12 is the Kris Kringle Tournament, Jan. 1 Hangover tournament, and Las Moras Tournament April 15-17.

Preservation Committee: Seminole hall is in the completion stage with the job being complete by next week. Bid information will go out soon for the Adult Center.

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

November 21, 2015

Community Council: Last meeting was poorly attended. Bingo was discontinued because of poor participation and lack of volunteers to replace Sheri and Milo White as certified coordinators. Renee Ford, from the front office will be the coordinator for Fort Clark Days. Almost all of the sub-committees are chaired. We are looking for members interested in serving on the Board for Community Council. Elections are in January.

Recycling Committee: Judy Winchell resigned as of the last Board meeting and Beth West has come forward to take the reins of the Recycling committee.

RV Committee: Welcome to the few winter Texans as they start to come in. There are hunters staying at the RV Park and in Outdoor Camping. Pancake breakfast will start around the second week of December.

Recreation: There will not be a turkey dinner this month for lack of participation. No one has returned to the committee except for Jim Tischler.

Airport Advisory Committee: Sam Lark reported the Committee spent approximately \$11,000 for supplies and upkeep of the airport. The committee was also working with Hodge to build up the Airport on our website and to create a pamphlet to promote the Airport.

Search & Certification Committee: Met on November 9 with 4 members present. FCSA is looking for 2 BOD members for the 2016 election. Anyone interested must be a member/property owner/charter member. They must be willing to serve if elected and abide by the Code of Ethics. Deadline for applications is Jan. 13, 2016 by 5pm. Draw for position on the ballot will be done at the Jan. 16 Board of Directors meeting.

Discussion/Approval: Appointment of Philip Garcia and Monique Jensen as Interim Field and Admin Managers Herman moved to approve the appointment of Philip Garcia and Monique Jensen as Interim Field and Admin Managers. Barron seconded the motion. To clarify, Jensen will be over Administrative operations and Garcia will be outside Field Operations. *Motion passed.*

Discussion: Executive Director Search

Jensen stated that the job description has been posted in the Kinney County Post, around the Fort, and on the Job Search engine ZipRecruiter. ZipRecruiter posts the job to more than 50 job search engines. Jensen said she has not seen the job posting in the Del Rio New Herald yet. As of this meeting 5 resumes have been submitted.

Discussion: Legislative Changes to 209 Property Owner's Code

It was brought to the Board's attention regarding SB1168 with changes and modifications to Chapter 209. The Board will review the new laws and incorporate them into our current revision of the Declarations of Protective Restrictions. Barron stated that Chapter 209.00593 addresses absentee ballots and what we are required to do. Hagen addressed the differences of opinions and reassured everyone that the documents will go to our attorneys for final and legal input. Changes that are mandated by law have to stay.

Discussion: Set Date for Final BOD Workshop for Declaration Compliance Recommendations

The Workshop is scheduled for December 4 at 10am. Members are welcome to attend and observe only.

Discussion: Approval of Purchases via E-mail Agreement

New Rules state that votes can be taken by e-mail if all agreed upon. Through e-mail the BOD approved purchases of new towels and linens for the Motel that were in excess of \$1000. Also approved was the purchase of a new dryer.

Discussion/Approval: Registered Agent

Hagen moved to appoint Monique Jensen as the Registered Agent. Herman seconded the motion. John Hodge was appointed the registered agent while he was here. Hagen stated that a registered agent is needed for accepting documents and citations as well as signing legal documents.

15-Minute Discussion Period:

Allison Watkinson: On behalf of the Community Council, thank you to Philip Garcia, Kurt Partlow, David Box, and Monique Jensen for helping make the Ghostly Tours successful. Next year's event will be joint with the Drama Club at Brackett High School and profits will be split 50/50. Profit was \$683. A \$100 donation (that was privately matched) was made to the Drama Club. Jan Metcalf: Wanted to confirm that the Pro Shop Manager was resigning as well as the Restaurant Manager. Jim Tischler: Asked the status on fixing the pool tables.

RECESS OPEN MEETING TO GO INTO EXECUTIVE SESSION: TIME: 10:08 AM

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

November 21, 2015

RETURN TO OPEN SESSION – Oral Summary of discussion held: TIME: 12:03 PM

Chris Sweet submitted a permit to the architectural committee that was then turned to the Board for approval. Barron moved to approve Chris Sweet’s permit for working in the green space behind Rockledge Manor. Herman seconded the motion. The explanation that this work will prevent erosion. Chris Sweet volunteered to put in a retaining wall. This does not change the property line and will be noted in the property file. Motion passed.

Also discussed during the executive session was the sale of 2 lots. A decision was made on the type of baler we will receive since the original baler was sold. B.E. Sweet will have to resign his position from the BOD in order to start preparations to re-instate the liquor license for Dickman Hall. The Board also approved waiving the rent for Shafter Hall for the 3 months that Community Council will use the hall for Fort Clark Days meetings. Community Council will pay utilities.

CONFIRMATION OF NEXT REGULAR BOARD MEETING, TIME AND DATE: The next regular board meeting will be held on December 19, 2015, at 9:00 AM in the Board Room.

WITH NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 12:14 PM.

Myrna Cassel, President

Bill Herman, Secretary