

Board of Directors

Fort Clark Springs Association, Inc.
Regular Meeting
December 19, 2015



The Board of Directors of Fort Clark Springs Association, Inc. met in regular session on Saturday, December 19, 2015, in the Board Room, Fort Clark Springs, Kinney County, Texas. The meeting was called to order at 9:01 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: Herman read aloud a letter received from Mrs. Raphael Ares a resident in Unit 7 regarding the lighting around the walking track and her residence.

APPROVAL OF MINUTES: Herman moved to approve the minutes from November 21, 2015 meeting with corrected grammatical errors. Barron seconded the motion. *Motion passed.*

Treasurer's Report: Hagen read aloud the bank balances as of December 16, 2015. She also read the estimated and actual bank transfers for November 2015 and the actual transfer of December 2014 and estimated transfers for December 2015. Hagen moved to approve the Treasurer's Report. Herman seconded the motion. *Motion passed.*

Approval Transfer of Funds: Hagen moved to approve the transfer of funds expected for December 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 started the report by calling a member's dog was attacked by another dog. A new policy and procedure was put into place for pets caught by Security. A new form was created to be filled out by the Security officer. Once the owner is called they will be notified of the Rules and Regulations regarding pet registration if the pet is not already registered. They will also be informed on fines that will occur in the future after having received a first notice of the violation. Pet registration forms were available at the meeting and will be available at the Administration office for the future. The pet registration form and information will be included in the e-newsletter and on the website.

The Board was made aware and gave approval for an AC/Heater unit to be purchased for the motel and a hot water circulation pump was purchased for Patton Hall.

The baler was installed and work on the mountain of cardboard was started. Ten bales of cardboard have been made and one bay in the motor pool was cleared. In the future mixed paper and plastic bottles will be bailed.

The main bar in Dickman is complete minus the appliances and alcohol. Russell Nowell has proposed to go into the main dining room with improvements to create additional space for patrons since funds are available to continue the work. Originally, tiles were going to be placed with donor's names, however the tiles will not fit appropriately in the bar. Mr. Nowell has put together a solution to be able to recognize donors.

We recently hired a new Restaurant Manager named Steve Boutwell. He has extensive knowledge in owning/operating a restaurant. He is the manager over the front of the house and the back of house. We can expect a menu change soon.

Very recently it was noticed that several people are running stops signs, specifically at the intersection by the motel on Fort Clark Road. Security will start monitoring this spot and an on dash camera was purchased so that we may send out notices to our members that they are in violation of the Rules & Regulations stating that we observe all state traffic laws.

Jensen reported that job postings for RV Park Attendant and Pro Shop Manager have been posted. She also stated that the posting for Executive Director is still posted and will run through January 1, 2016.

Motel books will be place back in the rooms with updated ads.

Mr. Sweet made mention regarding the Profit and Loss statements showed that FCSA showed a profit and also Las Moras Restaurant showed a profit for the month of October.

Deer Hunt numbers also showed \$48,775 income.

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COMMITTEE AND ORGANIZATION REPORTS:

Architectural Committee: The Committee meets every Tuesday at 9:00am. Last month permits consisted of fence replacement, roof replacement, siding, and new paint. Phylis Giblin – Chair of the committee asked the question if the CC&R's are found on the website which was answered that they are not on the website yet.

Golf Committee: For the month of November 533 pre-paid golfers, 106 members pay as you play, 49 guests, 3 students, 4 military, 1 groupon, and 76 tournament players for a total of 769 players which was 4 less than October. Committee discussed the replacement of sprinkler heads, ball washers. Work days are scheduled in January in preparation for the Las Moras Tournament. All welcomed. Kris Kringle tournament has 19 teams registered. In the future they would like teams pre-registered so tournament can start on time. It was calculated that volunteers brought in approximately \$5000 to our course. Hangover tournament scheduled for New Year's Day. Night Balls will be purchased for a future night tournament. Payment of \$100 paid to USGA to be a recognized course.

Preservation Committee: Additional work was approved for Seminole Hall that the contractor recommended. Service Club will be opened for bids again due to a previous contractor not completing the work. Adult Center bids are being accepted.

Community Council: The last meeting was brief and positions for the Board of Community Council were discussed. The positions being elected on are Vice President, Secretary and Treasurer. A very informative presentation was made by William Haenn on the progress of the Fort Clark National Landmark designation. Fort Clark Days planning is underway with the Association actively participating in the planning. Fort Clark Days is scheduled for March 4th and 5th.

Recycling Committee: Beth Brookhouser introduced herself as the new Committee Chair. No gaylords have been sent out. Coordination with Maintenance made it so that gaylords were taken to motor pool for storage to create space in the Recycle Center.

RV Committee: Pancake Breakfast has started.

Recreation: No Report.

Airport Advisory Committee: Thank you to Maintenance for the work done out at the airport. We have 2500 feet of runway 14 cleared and 3000 feet of runway 18 cleared. The committee is discussing a Fly-In for Fort Clark Days and is researching the forms needed as well as how to transport the guests. The Hangar is in terrible shape and is need of repair. Options for fundraisers being discussed to purchase supplies needed.

Search & Certification Committee: Applications for candidates were available at the meeting. Applications are available at the Front Desk and Pro Shop. Currently only 1 person has committed with others still deciding.

Discussion/Acceptance: Resignation/Replacement of B.E. Sweet

Sweet announced his resignation effective December 31, 2015 due to policies the Texas Alcoholic Beverage Commission because of his indirect relation to the owner of the Jug Store. The current liquor license for Dickman Hall is suspended and TABC requires Sweet to resign prior to taking our license out of suspense.

Discussion/Approval: Voluntary Restrictions

Hagen moved discuss the voluntary restriction before any vote is made. Herman seconded motion. ReAnna Hay explained the voluntary restrictions are in regards to tax breaks for the Association. She explained that it's in place to state what areas are used for recreation. The current restrictions list the motor pool and landfill. Barron asked if the new voluntary restrictions were approved would it save money for the Association. Hay explained that it would if the Board approved what was recommended. The Golf Course was included in this proposal because the loss the course has had for the past several years. Hay explained that the restrictions are for land owned by the Association and does not include structures. Discussion was closed. Barron moved to approve the voluntary restrictions as proposed by ReAnna Hay. Hagen seconded the motion. *Motion passed.*

Discussion/Consideration: Chapter 209 Modification to "Alternative Payment Plan"

Cassel discussed the recommendation made in line with the modifications to Chapter 209 regarding "alternate payment plan". Current adopted guidelines allow only 18 months maximum for a payment plan and the modification states a Homeowner's Association MAY go beyond. Barron moved to accept the recommendation made by Renee Ford to allow FCSA payment plan guidelines to go beyond 18 months. Sweet seconded the motion. *Motion passed.*

Summary: Approval of Purchase (Window Unit for Motel Room)

Cassel stated Garcia already addressed the purchases during the Daily Operations Report.

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Discussion Update: Declaration of Protective Restrictions

Hagen stated that through the process of defining the types of memberships on the Fort that it has been brought to the Board's attention regarding the laws of property owners vote. The Board has asked for legal opinion.

15-Minute Discussion Period:

Kathleen Warm: The Board Room looks great! Will there be a problem hiring a bartender? Suggested a grand Grand Opening. Commended Matt Bland for his work with the hunt. Glad to be back! Jan Metcalf: Suggests for a sign showing what unit you are in for Unit 27; Would like Java with John to continue with the Board members; Can we do more with habitual speeders? Allison Watkinson: Commended Philip Garcia and Monique Jensen for doing an awesome job; Presented an old 'Fort Clark Ranch' sweatshirt to possibly be displayed in Dickman Hall. Mary Partlow: Most questions have been answered. Is there a date the declarations revision has to be completed? Will it be on the ballot this year? Why can't we have a radar for speeders?

RECESS OPEN MEETING TO GO INTO EXECUTIVE SESSION: TIME: 10:56 AM

RETURN TO OPEN SESSION – Oral Summary of discussion held: TIME: 12:26 PM

Discussed employee issues. Expanded discussion on topics discussed during the meeting. Discussed it would be beneficial to continue with Java with the Board on Mondays following Board meetings beginning next month.

CONFIRMATION OF NEXT REGULAR BOARD MEETING, TIME AND DATE: The next regular board meeting will be held on January 16, 2016, at 9:00 AM in the Board Room.

WITH NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 12:28 PM.

Myrna Cassel, President

Bill Herman, Secretary