

HIGHLAND POINTE RECREATION ASSOCIATION, INC.
Board of Directors and Budget Meeting
Minutes

Monday, March 5, 2012

Board Members in Attendance: Mr. Tom Haslach, President; Ms. Paula Robin, Clubhouse; Ms. Kimberly Jordan, Treasurer; Mr. Matt Tock, Pool; Ms. Judy Taylor, Tennis; Ms. Melanie Smith, ACC; Mr. Steve Laufersweiler, Grounds; Mr. Steve Fincher, Social; and Ms. Beth Roedersheimer: Administrative Assistant.

The meeting was called to order at 6:34 pm.

Guests in Attendance: Beth Levin

Guest Presentation: Ms. Levin presented a need for diaper changing stations in all bathrooms in the clubhouse. She provided the board with the research she had collected. The tables are attached to the wall and fold down to use.

Approval of Minutes:

Ms. Taylor made a motion to approve the minutes of the February 6, 2012 Board Meeting. Mr. Laufersweiler seconded the motion and it passed unanimously.

Monthly Budget Update:

Ms. Jordan presented the income received and the expenses incurred during February, 2012. The report was accepted as information. Ms. Jordan also discussed “earmarking” part of the reserves for projects and/or maintenance items that we know will occur in the future. The Board agreed that while keeping a certain amount in reserves for unexpected items is necessary, being more proactive with future expenditures, and planning for such projects would be a good idea. Ms. Jordan and Mr. Laufersweiler will investigate different accounts and options.

	Budget FY 11-12	Actual (as of 2/29/12)
HPRA Income	\$89,000.00	\$91,878.83
HPHOA Income	70,700.00	74,381.82
Other Income	<u>1,000.00</u>	<u>708.70</u>
Total Income	\$160,700.00	\$166,669.35
HPRA Expenses	\$89,403.00	\$85,887.00
HPHOA Expenses	64,026.00	51,130.63
Other Expenses	<u>0.00</u>	<u>0.00</u>
Total Expenses	\$153,429.00	\$137,017.63
HPRA/HPHOA Net Income	<u>\$7,271.00</u>	<u>\$29,651.72</u>

The following shows the breakdown of HPRA expenses vs. budgets for the period ending February 29, 2012:

	Budget FY 11-12	Actual Expenses (as of 2/29/12)
<u>HPRA Expenses:</u>	\$89,403.00	\$85,887.00
Clubhouse	11,350.00	19,488.71
Tennis	2,500.00	2,005.75
Social	6,500.00	5,774.69
Pool	30,250.00	29,482.92
Operations	32,900.00	26,999.05
Grounds	6,900.00	2,135.88

The report was accepted as information.

Discussion of Action Items

The following is a synopsis of the items discussed and the actions taken.

- Ms. Robin made a motion that the Board purchase 2 changing tables for the restrooms in the lower clubhouse with the total cost to not be more than \$500 which would include tax, shipping and installation. Ms. Jordan seconded the motion. Motion passed. The final cost for 2 changing tables was \$335.17.
- Ms. Smith presented the new website. The pictures can be changed and all photos will be stored on a Flickr account. She asked that all Board members look over the website and offer comments and suggestions. She is looking to launch the website late March.
- Mr. Tock discussed the Swim At Your Own Risk option again. A waiver will have to be signed by all homeowners/renters to use the pool during this time. New signs would also need to be made outlining all rules and responsibilities. Ms. Roedersheimer will write up the guidelines and security agreements for the homeowners and renters to sign. They will be included in the membership packets. Mr. Tock made a motion to purchase a security card access system from CGCAV for the pool, tennis courts and lower clubhouse for the quote given. Ms. Taylor seconded the motion. Motion passed.
- Mr. Laufersweiler stated that the pine straw will be laid in the next two weeks. He will also reseed the field. The baby swings need replaced and Mr. Laufersweiler will get some quotes for the rubber bucket seats as they are sturdier.
- Ms. Smith reported ACC requests were approved for the following requests:
4329 Highborne Drive--New landscaping
4711 E. Forest Peak—Remove dead trees
The ACC request for 4200 Long Branch Drive to build was denied. Ms. Smith made a motion to stick to the current dock guidelines and not accept the proposed 13' X 17' dock. Mr. Laufersweiler seconded the motion. Motion passed.
- Ms. Taylor discussed the new on-line reservation system for reserving court time. She will prepare a notice for the Pipeline. The windscreens will need to be replaced in the future and is requesting that the bench in the tennis pavilion and the lattice work around the sign up board be replaced. Mr. Laufersweiler will take care of this.
- Mr. Fincher reported that the Mardi Gras was a huge success and a fun time was had by all. The next scheduled socials are the Easter Egg Hunt on March 24th and the Spring Fling for May 5th which will include daytime and evening activities.
- Ms. Robin reported that the recumbent bike needs repaired and a new stereo/iPod station be purchased that will run through the speakers. New carpet is needed in the exercise room.

Having no further business to discuss, the meeting was adjourned at 8:59 pm.

Next Board Meeting:

Monday, April 9, 2012

6:30 p.m. - 8:00 p.m., Clubhouse