

HIGHLAND POINTE RECREATION ASSOCIATION, INC.

Board of Directors and Budget Meeting

Minutes

Tuesday, September 13, 2011

Board Members in Attendance: Mr. Bob Kimball, President; Mr. Dave Gunnells, Treasurer; Mr. Dan Raby, Clubhouse; Ms. Judy Taylor, Tennis; Mr. Matt Tock, Pool; Mr. Steve Fincher, Social, Mr. Jason Salmon, ACC; and Ms. Mary Ciesielski, Administrative Assistant.

Guest in Attendance: Ms. Paula Robin

The meeting was called to order at 6:35 pm.

Ms. Robin thanked the Board for mowing the property adjacent to the North Dam, stating that it looks much better. There is brush that needs clearing this fall, and there are some North Lake residents who are willing to help get rid of some of the debris.

Approval of Minutes

Ms. Taylor made a motion to approve the minutes of August 1, 2011 Board Meeting. Mr. Tock seconded the motion and it passed unanimously.

Monthly Budget Update

Mr. Gunnells presented the income received and the expenses incurred during August, 2011. A brief synopsis follows.

|                       | Budget FY 11-12   | Actual (as of 8/31/11) |
|-----------------------|-------------------|------------------------|
| HPRA Income           | \$89,000.00       | \$89,357.33            |
| HPHOA Income          | 70,700.00         | 67,381.32              |
| Other Income          | <u>1,000.00</u>   | <u>177.13</u>          |
| Total Income          | \$160,700.00      | \$156,915.78           |
|                       |                   |                        |
| HPRA Expenses         | \$89,403.00       | \$51,626.40            |
| HPHOA Expenses        | 64,026.00         | 20,408.20              |
| Other Expenses        | <u>0.00</u>       | <u>0.00</u>            |
| Total Expenses        | \$153,429.00      | \$72,034.60            |
|                       |                   |                        |
| HPRA/HPHOA Net Income | <u>\$7,271.00</u> | <u>\$84,881.18</u>     |

The following shows the breakdown of HPRA expenses vs. budgets for the period ending August 31, 2011:

|                       | Budget FY 11-12 | Actual Expenses (as of 8/31/11) |
|-----------------------|-----------------|---------------------------------|
| <u>HPRA Expenses:</u> | \$89,403.00     | \$51,626.40                     |
| Clubhouse             | 11,350.00       | 2,360.60                        |
| Tennis                | 2,500.00        | 963.00                          |
| Social                | 6,500.00        | 2,528.49                        |
| Pool                  | 30,250.00       | 28,592.12                       |
| Operations            | 32,900.00       | 16,705.34                       |
| Grounds               | 6,900.00        | 476.85                          |

The report was accepted as information. Mr. Gunnells noted that the association is in pretty good shape considering that membership is down. Forecasting annual expenses we should be fine at fiscal year end.

### Discussion of Action Items

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

- The Board discussed the possibility of putting the Pipeline on the website only, and doing away with a printed copy. An email blast would be sent out once the Pipeline was available to be viewed. Ms. Ciesielski will contact our current advertisers to get their opinions on future advertising.
- Mr. Salmon reported on a dead pine tree on North Mountain Road. The resident has received quotes and the tree will be taken down by the end of the week.
- Mr. Salmon has tried to gather residents who have voiced concerns to discuss the boats and RV parked in driveways with these residents. He will attempt another meeting soon.
- The shrubs by the window of the weight room need to be trimmed back. Ms. Ciesielski will have Mr. Laufersweiler have Lynscapes take care of this.
- We have received two bids to fix the path to the Grove. Mr. Kimball thinks that we can get a better bid if we can better describe what is needed to be done, as the materials are not expensive in nature.
- The removal of the Bradford pear trees in the entranceway to the Recreation area was discussed, as it would need to be done in the fall if Maple trees were to replace the existing trees. Most of the cost will be to remove the stumps.
- Mr. Raby suggested we remove the stairs to the tennis courts on both sides and see what is underneath and make decision as to what needs to be done then, once everything is gone.
- Mr. Tock reported that the pool will be closed this week. There is a stack of chairs that will need to be restrapped before next season.
- Mr. Tock is discussing “swim at your own risk” with the pool company, as there has been interest from the residents this year. He will also investigate any insurance implications of such a plan.
- Ms. Taylor reported that there are 2 Thursday ALTA teams, 2 Sunday ALTA teams and 1 Saturday ALTA team this fall.
- Ms. Taylor made a motion to purchase up to 4 new tennis benches as there are 4 existing benches that are in bad shape. Mr. Gunnells seconded the motion and it passed unanimously.
- Mr. Raby presented a quote for replacing all the windows in the clubhouse that are more efficient, which would eliminate the need for the awnings, which are rotted and would need to be replaced soon.
- After Mr. Raby presented three quotes to have the Clubhouse windows replaced, and two quotes for painting the exterior of the clubhouse and the pool gate, Ms. Taylor made a motion to have all the windows replaced, the exterior painted and the wrought iron fence around the pool area painted for up to \$13,000.00 total. Mr. Salmon seconded the motion and it passed unanimously.
- Mr. Fincher reported that all the food was taken care of at the Dive In Movie. Trivia night will take place September 24<sup>th</sup>, and there will be an adult Halloween party on October 29<sup>th</sup>. There is a possibility of a “pre-trick or treating” party at the clubhouse, and a Santa visit if there is interest.
- Mr. Kimball discussed the number of board positions that will be open in January. These will be advertised in the pipeline.
- Ms. Ciesielski will be stepping down as the Administrative Assistant as soon as a replacement is found. This position will also be advertised in the Pipeline.

Having no further business to discuss, the meeting was adjourned at 8:00 pm.

Next Board Meeting:                      Monday, October 3, 2011  
6:30 p.m. - 8:00 p.m., Clubhouse