

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

Saturday, December 18, 2021



The Board of Directors of Fort Clark Springs Association Inc., met in a regular session on Saturday, December 18, 2021, in the Boardroom, Fort Clark Springs, Kinney County, Texas. The meeting was called to order at 9:00 a.m. by Vice President Linda O'Brien. The following directors constituted a quorum: Vice President Linda O'Brien, Treasurer Bill Herman, Director Memo Guzman, and Secretary Robert Mumme. President Travis Huey was absent. Also present were Executive Officer/General Manager, Alan Peterson and Executive Secretary, Julie Moreno.

APPROVAL OF MINUTES from Regular Board Meeting on November 20, 2021. **Motion to Approve Minutes by Director Memo Guzman; 2nd Treasurer Bill Herman. Motion Approved Unanimously.**

SECRETARY'S REPORT: Secretary Robert Mumme reported that there are several pieces of correspondence this month. Noel Jennings would like to know when the Board is going to do something about the roads in Unite 14. Membership Concerns from Community Council's Meeting December 11, 2021 - Closed Trails, White House, Town Hall Meeting, Lights on Fort Clark Road and Covid Employees. Joyce Koendarfer would like to know if renters can attend and participate in the Town Hall with Mr. Peterson? She also had some other questions directed to Mr. Peterson.

TREASURER'S REPORT: Treasurer Bill Herman reported for December, 2021: Texas Community Bank Checking \$99,817.37, Credit Card \$87,779.68, Money Market \$9,294.73. Bank and Trust Las Moras \$2,004.54, Restricted \$417,894.61, General \$222,932.90, Preservation \$474.90. Total \$840,198.73.

- I. Total Cash on Hand as of December 16, 2021
 - A. Total Cash on Hand - \$421,829.22
- II. Breakdown of Restricted Fund
 - A. Letter of Credit - \$152,000.00
 - B. Owed to Preservation Fund - \$17,596.00
 - C. Available to Fort Clark Springs Association - \$248,298.66
 - a. Total Balance of Restricted Fund is \$417,894.61.
- III. Motel Revenue for November, 2021:
 - A. Room Count - 656
 - B. Monthly Income - \$49,091.00
- IV. Member Services Report for November, 2021
 - A. Total Revenue Member Services - \$625.00
- V. Collections Report for November, 2021
 - A. Total Collected Current Month - \$14,071.00
 - B. Total Collected Previous Month - \$8,107.00
 - C. Total Collected Previous Year Comparison - \$15,234.00
- VI. Fort Clark Springs Association Profit and Loss / Balance Sheet
 - A. Current Month
 - a. Total Income \$213,363.00

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- b. Total Expenses \$188,266.00
- c. Net Income / Loss Before Depreciation/Bad Debt \$25,023.00
- B. Year-to-date
 - a. Total Income \$440,169.00
 - b. Total Expenses \$370,400.00
 - c. Net Income / Loss Before Depreciation/Bad Debt \$69,477.00
- C. Balance Sheet Year-to-date
 - a. Total Assets \$1,172,015.67
 - b. Total Liabilities and Equity \$1,172,015.67

EXECUTIVE OFFICER/GENERAL MANAGER REPORT: EO/GM Alan Peterson reported that he is having a Town Hall Meeting for property owners. The lights on Fort Clark Road are needed. There are very dark areas along the Road. No quotes as of yet. For Covid, we follow the CDC Guidelines. We are having a New Year's Eve Party at Dickman Hall. There will be a Dutch Oven Cooking Presentation December 19th at the RV Park. This will be given by the Texas A&M Extension Service. Potluck and the Pancake Breakfast at the RV Park has been going well. We have started cutting down the dead trees on the Par 3 course. These trees are the Arizona Ash Trees. This Fall - October/November/December will be the time to plant the new trees. We are looking at 3 different trees: Live Oak on the Park 3 course; Pecan, Live Oak and Texas Red Oak will be planted at the RV Park. We are looking at about 100 trees to be planted. At the RV Park, we are designing and making two areas that will be prototypes for what we will want to do with the utility islands out there. The Barracks Inn and the RV Park are now active on the Protel software. Housekeeping and laundry items will be inventoried to see what our needs are there. We will need to upgrade to one more commercial washer and dryer. Bathrooms at the Golf Course are to be remodeled starting this week. Our internal audit will start January 10th. Once finished, our new accounting firm will start working with us more involved. We are working on the irrigation repair. I am working on a punch list for all Fort Clark owned properties so we know what is there and what needs to be worked on. We are planning to move the fitness center to the teen center. Getting quotes on audio equipment, flooring, adding more strength training equipment, I would like to have it in place by the end of February, beginning of March. It's time to hire a Recreation Manager to oversee the fitness center, teen center, RV activities, and outdoor activities. It has grown so much in the last six months that it has now become a two person job.

Director Comments.

COMMITTEE REPORTS:

Airport Committee - by Secretary Robert Mumme: There was one visiting pilot this month. Standard maintenance was conducted to include additional work on the main hangar doors. The light at the hangar remains inoperable, and we have not been provided any updates on when/if it will be repaired. To clarify the details of the light, there is one exterior light that has provided "security" to the hangar. On or about April 15th, the light was busted as the light was shattered. It was reported to management. On June 1st, a follow-up was sent to inquire as to when the light will be repaired. Mid to late June, a lightbulb was screwed into the fixture, one that did not work. August 10th, an additional message was sent requesting the light be fixed. It was recorded in the last Board Meeting that the issue is with the interior electricity of the hangar, and that is not the issue. The electricity inside of the hangar works just fine. The exterior light needs to be replaced. We would appreciate communication to inform us how this will be addressed.

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Secretary Mumme suggested that if you submit a report to add your name so Secretary Mumme can respond. Mr. Peterson responded to the light fixture issue.

Architectural Committee: No report for this month.

Golf Committee: No report for this month. Helena McBride did give a brief report on the bathroom renovations at hole 16. Men's room is totally gutted. Women's restroom looks great. Is painted, tiled on the wall, and even has two pictures on the wall. One toilet is still out of order. Sandee Hagen stated the bathrooms are looking good. Treasurer Bill Hermann wanted to know who cleaned the restrooms on the 16th hole.

Preservation Committee - by Secretary Robert Mumme for President H.N. Bitter: 1. At the November 30, 2021, 3:00 p.m. Meeting of the Preservation Committee, there were changes made to the makeup of the Committee. A) Phil Coburn resigned as President for personal reasons. The Committee thanked him for his many years of service to this organization and to other groups. B) After much discussion, the Committee made a motion to elect H.N. Bitter as President and Bruce Milano as Member-At-Large. Enclosed is an up-to-date list of Preservation Committee Members. 2. Future Committee Meetings will return to the 2nd Wednesday of each month at 3:00 p.m. in the Board Room. 3. The entire Committee will do an exterior inspection of the Service Club before the 1/12/22 monthly meeting due to discovery of extensive rotten wood.

Recycle Committee - Helena McBride: Forty-four bales of cardboard were sent out the week before. It will take about six weeks for the check to come in. Other recyclables should be sent off the second week of January. Committee encourages more people to recycle items.

Las Moras Restoration Project - by Helena McBride for Chris Hale: Helena said there was nothing to report this month. Vice President O'brien reported that she and Angela went to Fredericksburg and set-up raffle sales at the gun show. They were allowed to set-up for free and they did sell a few tickets.

Election Committee - by Sandy Hagen: All candidate data sheets are due by January 3rd by 5 PM. On January 4th the election committee will meet at the Administration Office to verify the applicants are property owners. After certification, the names will be delivered to Mr. Peterson and presented to the Board at the January meeting. Only three members have submitted Candidate Data Sheets at this time, so members are encouraged to put their names in for a run at one of the two open board positions.

By-Laws Committee: This Committee is still on pause.

COMMUNITY COUNCIL REPORT by Kathi Warm: Kinney County Jr. Livestock show requested a \$100 donation. Passed by the Community Council Board. Four FCSA Board members attended the meeting, 3 in-person and Mumme via Zoom, to provide information for members who were thinking of running for the Board. President Warm said it was very informative, but brief. Kathi stated Travis Huey is trying to lessen the divide between the Fort and the city of Brackettville. Kathi urged people to run for president and treasurer. Candidate forum following the Community Council meeting in February. Second Saturday of the month in the Post Theater. Fort Clark Day planning for 2022 is going well. Steven Foxx needs help with fundraising. Still looking for volunteers to assist with the ladies tea. Next Fort Clark Days planning meeting will be Wednesday, December 15 at the Adult Center. Kathi explained the new policy of letting the FCSA

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Board secretary know of member concerns via email so they may be included on the Agenda for the FCSA Board Meeting for that month.

OLD/UNFINISHED BUSINESS:

Tabled Item 1: Rules & Regulations Change - Dogs Barking. Tabled via unanimous consent.

Tabled Item 2: New Lease for Wastewater Treatment Area. Tabled via unanimous consent.

Tabled Item 3: Reinstating Reveille and Taps. Tabled via unanimous consent.

Tabled Item 4: Capital Budget Resolution. Vice President O'brien explained this item to the returning Winter Texans. the matter was tabled via unanimous consent.

NEW BUSINESS/ACTION ITEMS: No Action Items for this month.

EMAIL VOTES:

Email Vote Item 1: Service Club HVAC. Vice President O'brien reported on an email vote to authorize purchase and installation of a new HVAC system in the service club.

Email Vote Item 2: Annual Audit. Vice President O'brien reported that via email vote, the Annual Audit will be completed by Jerry, the same firm that has done the audit for several years.

DISCUSSION ITEMS:

Discussion Item 1: Barking Dogs. Current President of the Condo Association, and many members of the Condos, voiced their concerns about a member's dogs and how they are continuously barking. There is a claim for loss of rental revenue due to barking dogs. Another issue is dogs on the loose. Members were told to continue to document the issues of barking dogs.

Discussion Item 2: Solar Eclipse Chain. 2024 Eclipse. Tabled via unanimous consent.

Discussion Item 3: Request for Proposal - Unit 22. Mr. Peterson outlined the issues with the properties in Unit 22, that are Fort owned, and what he would like to see them rebuilt as. He suggested we put forth the minimum requirements we want done, the scope of the work, and the time frame for completion and then put it out for a bid.

Discussion Item 4: Fitness Center. Mr. Peterson outlined a plan to move the fitness center to the Teen Center. Floor is capable of holding decent equipment and it has working HVAC. Adult center needs major repairs to maintain the building that cannot be done while it is occupied.

Discussion Item 5: Motel Laundry. Since the motel laundry was previously discussed in the general manager's report, no discussion was necessary at this time.

ANNOUNCEMENTS: The December calendar is filled with events for the holidays. Be sure to attend those that you can.

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ADJOURN to Executive Session: 10:24 AM

RECONVENE REGULAR OPEN SESSION: 11:38 AM

NEXT REGULAR BOARD MEETING: Next meeting will be Saturday, January 15, 2022, Fort Clark Boardroom, 9:00 AM. Seating will remain the same unless notified that there are changes with the COVID-19 pandemic.

ADJOURNMENT: Meeting was adjourned at 11:39 AM.

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