

Board of Directors

Fort Clark Springs Association, Inc.

Regular Meeting

November 21, 2018



The Board of Directors of Fort Clark Springs Association, Inc., met in regular session on Wednesday, November 21, 2018, in the Board Room, Fort Clark Springs, Kinney County, Texas. The meeting was called to order at 9:30 a.m. by President Dan Sullivan. The following directors present constituted a quorum: Sullivan, Vice President Bill Herman, Treasurer Debbie Isaacs and Director John Hope. Secretary Maria Perkins was not present but arrived after Executive Session convened. Also present were Executive Officer Richard Lawrence, CPA Andrew Smullen and Executive Secretary Christina Rodriguez.

APPROVAL CONSENT AGENDA: Removal of the Minutes for September 12 and October 17 from the Consent Agenda. Minutes from Sept. 12 were discussed and they were approved as corrected. Oct. 17 minutes – motion was made by Herman to return minutes by Dan Sullivan for corrections until next months' meeting. Hope seconded the motion. Minutes from September 19, November 5 and November 19 were approved.

SECRETARY'S REPORT: Treasurer Debbie Isaacs read out loud the notes for the report submitted by Secretary Maria Perkins.

TREASURER'S REPORT: Isaacs read the reconciled balances of the bank accounts and bank transfers as of October 31, 2018.

EXECUTIVE OFFICER REPORT: Lawrence reported that the work on locating the electrical meters is going very well. FCSA will reach out to Rio Grande Electric to do electrical audit of buildings. The traffic control signs are up. Law enforcement will be brought into enforce things such as running stop signs and enforcement of speed zones.

MOTION TO APPROVE CONSENT AGENDA: Herman made a motion to omit the Secretary's report for approval. Sullivan stated no second so it dies for lack of a second of the motion. Sullivan made a motion to approve the Consent Agenda with removal of the two versions of the October 17, 2018 minutes, Hope seconded the motion. **Motion passed unanimously.**

COMMITTEE AND ORGANIZATION REPORTS:

Airport Committee: No report.

Architectural Committee: No report.

Election Committee: Sandra Hagen reported that the Candidate Data Sheet & Instructions was now available to the members. The deadline to turn it in is Wednesday January 2, 2019 at 5:00 p.m. Mrs. Hagen also read out loud the instructions for the Candidate Data Sheets.

Equine Committee: Linda O'Brien reported that the committee met last week. They will meet again on December 4th.

Golf Committee: The Golf Committee has not met, but should be meeting to start organizing the Las Moras Golf Tournament in March.

Preservation Committee: Bill reported that the first bid for the Dickman Hall awning will be early next week. They will be getting bids for Seminole Hall windows.

Recycle Committee: Helena McBride reported they were going to have 40 large cartons shipped yesterday but the truck went to Austin so it was cancelled until next week on Wednesday. A second truck will be coming for the cardboard that's in the maintenance shop. They will not be open Thursday or Saturday due to the Thanksgiving Holidays.

COMMUNITY COUNCIL REPORT: Lisa Vale reported they met on the 10th of November. The showing of Darkest Hour was well attended. Their next showing is White Christmas on Sat. Dec. 15th @ 4:00 p.m. and 7:00 p.m. How the Grinch Stole Christmas on Th. Dec. 20th for the students. They need more volunteers for movie night. Their Open House is scheduled for Sat. Nov. 20th from 10:00 a.m. – 2:00 p.m. The Ghostly Tours had a good turnout despite no haunted house this year. Elections for Community Council are in January. The deadline to sign up is Dec. 30th. Member concerns were given to Community Council and Lisa read them out loud. Meet the candidates of the board is scheduled for February 9th @ 9:00 a.m.

Fort Clark Days Report: Sharon Gregorc reported fundraising, such as the dance that is scheduled for (F) Nov. 23rd from 7:00 p.m. – 9:30 p.m. She presented a list of scheduled events to each Board of Directors and told them to disregard the Valentine's Day dance as Diane Jaso the bar manager has plans at Dickman Lounge for Valentine's day. A New Year's dance is being planned at Dickman Lounge.

Member Comments on Action Items: Jody Stevens stated comments concerning the Equine Committee. Mickie Simon wanted to know more information about the Community Council. ReAnna Hay discussed concerns about

fundraisers for Community Council. Kathleen Warm reported she was the Secretary of Community Council and she wanted clarification on whether or not the Fort pays the Common Property Tax Assessment by Oct. 31st. She also discussed other concerns. Lisa Vale stated the agenda items are up for a vote and discussed more information about the Community Council. Ronnie Land stated he sees the RV Park regressing. Mr. Sullivan stated to him things are being worked on over at the RV Park.

ACTION ITEMS

Consider approval of Community Council's request to hold fundraising events and requested FCSA support of Fort Clark Days; Isaacs moved to support Fort Clark Days and Community Council a maximum of \$5000.00 to include facilities, goods, services and cash, Hope seconded the motion, ***Motion passed unanimously.***

Consider approval of Community Council's request to open gate without pre-registration for movie nights and other fundraising events; Isaacs moved to approve, Herman seconded the motion, ***Motion passed unanimously.***

Consider approval of Community Council's request for ½ the cost of liability insurance for one fundraising event (estimated FCSA cost: \$87.50); Isaacs moved to approve, Herman seconded the motion, ***Motion passed unanimously.***

Motion to refer the proposed Facility Use Agreements regarding the use of the FCSA Horse Stables to the Equine Committee for review and recommendations to the Board; Herman moved to approve, Hope seconded the motion. ***Motion passed with 3 affirmative and 1 against.***

OLD/UNFINISHED BUSINESS: None

NEW BUSINESS:

RECESS to Executive Session: Member issues, Payroll Management, IT Services and Commercial Banking Needs.
TIME: 11:25 a.m.

RECONVENE TO OPEN SESSION - Time: 1:20 p.m. Oral summary of discussion held.

Herman made a motion to allow a contract with CSI to provide IT services and authorized execution of the contract subject to favorable approval of FCSA attorneys; Hope seconded the motion, ***Motion passed with 4 affirmative and 1 against.***

Herman made a motion to approve the proposed ADP payroll services agreement; Hope seconded the motion, ***Motion passed unanimously.***

Authorized the Comptroller to explore and present options for financial / banking services in the local region.

Herman made a motion to authorize E.O. Lawrence to sign the engagement letter submitted by Oliver, Rainey & Wojtek LLP, Certified Public Accountants to initiate the annual outside audit process; Isaacs seconded, ***Motion passed unanimously.***

Directed the Executive Officer to address a member's complaint (having to do with personal use of common property) following an approved process.

CONFIRMATION OF NEXT REGULAR BOARD MEETING, TIME AND DATE: The next regular board meeting will be held on Wednesday December 19, 2018, at 9:30 a.m. in the Board Room.

WITH NO FURTHER BUSINESS, THE MEETING WAS ADJOURNED AT 1:25 p.m.

Dan Sullivan, President