

Brookshire Bath and Tennis Club Association, Inc.

Board of Directors Meeting Minutes

Held on April 26, 2011 at the Brookshire Clubhouse

Present: Lee Redmond, *Vice President*; Vince Hayes, *Treasurer*; Bennett Stewart, *Director*; Vee Gee McCort, *Director*. Via Phone Conference: Debbie Keller, *President*; Eileen Shiemke, *Director*; and Jeff Key, *Director*. Also Present Cheryl Sczesny representing Alliant Property Management

Absent: Jayne Grant, *Secretary* and Maria Lazzano, *Director*

1. **Establish a Quorum/Call to Order :** A quorum has been established for the April 26, 2011 Board of Directors meeting and called to order by Lee Redmond at 7:00 p.m.
2. **Approval of previous meeting minutes:** March 29, 2011

Motion: Motion made by Lee Redmond to approve and accept the March 29, 2011 Board of Directors meeting minutes with changes noted. Second by Bennett Stewart. **All in favor, Motion passes.**

3. Treasurer Update: Vince Hayes reported on the March financials. (Inserted report's from Vince Hayes is attached and made part of the minutes). Treasurer's Report for March 2011.

Cash Position as of March 31, 2011.

Operations	\$248,994
Reserves	163,907

Total	\$412,945

The Operations and Reserves cash position total decreased \$12,395 in March due to below budget operating expenses and early payments of some 2nd quarter assessments coupled with the final payments made for work on the Spa safety retrofit and the geothermal heating system. Both of these Reserve type expenditures reduced the cash position and the Net Equity of the Association. There were no unplanned/unscheduled expenditures during the month.

The delinquent accounts total decreased by \$3,446 during the month to a total of \$96,076 as the result of some members making payments on delinquent assessment balances. Our Reserve for Bad Debt is sufficient to cover the potential shortfall from the currently delinquent accounts.

The Association's Equity or Net Worth stands at \$136,637 on March 31st, down \$6,793 since February 28th due to operating expenditures under budget and Reserve type assets such as the Spa and Pool Heating System. As noted last month, in a normal business operation the cash would decrease but not the Equity, as these acquisitions would be added to the books as another form of assets.

The 2010 financial records annual audit is in progress and it is anticipated that a draft report should be available in the next month. No material adjustments are anticipated at this time.

Submitted by Vince Hayes

4. Old Business:

- a. Final status report on Spa retrofit
 - Spa retrofit is completed as of 2/13/11 by Neptune Pools
 - Florida Department of Health has made the inspection, approved and granted use
 - Board approved cost not to exceed \$25,000. Total cost came to \$18,650
- b. Final report on Geothermal project
 - Projected completed on 3/4/11
 - Up and running
 - Board approved cost not to exceed \$55,000. Total cost came to \$53,147
- c. Approval of Rules and Regulations revisions
 - Fourth draft was reviewed by the Board for approval

Motion: Motion made by Vee Gee McCort to accept the fourth draft as written and approve for the revised Rules & Regulations. Second by Ben Stewart. **All in favor; motion passes.**

- d. Status of Planting Program for 2012
 - The planting program for 2012 has been reviewed with M.P.L.S Nursery & Landscaping
 - A quote will be prepared for each segment of our program
 - Will be revamping the entrance way
 - Quite pool area will be taking out dead tress and dressing up
 - Along Southwell will place hedges along driving range to keep dust down and for privacy
- e. Major repairs to entryway Irrigation system
 - Entryway irrigation system is being reviewed to determine cost and design
 - Current 5 hp pump will be replaced along with timers, conduits etc
 - Irrigation system used now is unacceptable, need a complete rebuild

2. New Business

- a. Screening at large pool equipment area
 - Quote includes covering the geo thermal installation
 - Remaining fence to the gate and area entering the heating area
 - Mesh like and green in color
 - Sea King Kavas & Shades-Total cost of \$1,700 for three segments
 - Will proceed with two segments at a cost of \$1272

Motion: Motion made by Lee Redmond to approve the screening and hire Sea King Kavas & Shades to install at \$1,700.00. Second by Eileen Shiemke **All in favor; motion passes.**

- b. Sun shades for lanai west windows
 - Needed to block the sun at the lanai west windows
 - Quote received for \$1,500
 - Deferred for additional quotes and study

- c. Replacement of treadmill – 6 years old and motor burned out
 - Gym Source priced a TRU treadmill commercial upgrade \$3,622
- d. Purchase of second elliptical machine
 - Gym Source priced a Octane commercial upgrade at \$3,730

Motion: Motion made by Vee Gee Mc Cort to approve both pieces of equipment and purchase from Gym Source in the amount of \$7,352. Second by Eileen Shiemke **All in favor; motion passes.**

- e. Air bubbler system for Lake #1
 - Community Environmental Services recommends
 - Estimates cost at \$5,000.00 not including electric
 - Will discuss at future meetings
- f. Modification and expansion of service area in Clubhouse
 - Extend the counter two feet further from East wall
 - Install a free standing oven and place small refrigerator under extended counter
 - Will need necessary wiring to complete modification
- g. Additional electrical outlets and lighting in the lanai area
 - Quote from Technical Edge to place outlets for the lanai area to be more useable
 - Estimated cost \$375.00
- h. Potential street lighting changes
 - FPL came out to locate the lights the developer had placed
 - Six (6) not functioning
 - 23 years old – do not light up street as desired- some of no use where at
 - Not beneficial to remove
 - Mailbox lights if contained higher bulbs would do a better job

6. Committee Reports: Vee Gee McCort went over the ARC requests from April 12, 2011 meeting.

- a. ARC: two (3) requests
 - 13132 Radcliff Dr.- Roof change—Approved
 - 13205 Winsford Ln. – Replace wood damage and enclosure –Approved
 - 6760 St. Ives- Roof change- Approved

7. Owner Comments

Questions/comments brought up at the meeting were addressed by the board accordingly

8. Adjournment: at 8:00 p.m.

Motion: Motion made by Lee Redmond to adjourn the April 26, 2011 Board of Director meeting at 8:00 p.m. Second Jeff Key. **All in favor; motion passes**

Respectfully submitted by,

Cheryl Sczesny, CAM
Alliant Association Management