



MEETING MINUTES

Carefree Club Board Meeting Minutes	January 10, 2022 7:00PM – Carefree Clubhouse and Zoom
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CALL TO ORDER	<p>The sign in sheet was passed around.</p> <p>The following board members were present:</p> <ul style="list-style-type: none"> ● Ashley O’Neal, Adam Terrell (Zoom), Jackie Lee, Jacqueline Cline, Erich Bauer, Chrissy Sturm, Kristie Kitchen, Terry Steckman, Mike Martin, Nathaniel Tempest and Jeff Williams. <p>Not in Attendance: Christy Wise, Tiffany Razor and Penny Inskeep</p> <p>Number of Guests in Attendance: 1</p>	Ashley O’Neal
NEW BUSINESS	<ol style="list-style-type: none"> 1. Approval of November Meeting Minutes: A mistake was made on Page 5 of the minutes. <ol style="list-style-type: none"> a. Ashley to edit/finalize the sentence by adding “to the reserves” 2. Change of Board Member Roles: Tiffany Razor stepped down as Corporate Secretary. MOTION: Ashley made a motion for Kristie Kitchen to fill the position. Nathaniel Tempest seconded. None opposed. 3. Penny Inskeep resigned as Recording Secretary and board member. MOTION: Ashley made a motion for Mike Martin to fill the position of Recording Secretary, Terry seconded. None opposed. 4. Ashley asking for someone (even a non-board member) to take over the Newsletter. Erich will check with Nancy Bauer. If she declines, we will reach out to the community. 	
PRESIDENT	<ol style="list-style-type: none"> 1. Board Retreat: Minutes were shared after the retreat. Ashley to send a follow up link and voting on the minutes will be old business at the February meeting. 	Ashley O’Neal

	<ol style="list-style-type: none"> 2. Internet: Internet at the Clubhouse has been a slow process. Construction needs to happen to get access. The lines need to be run from across County Line Rd, construction is scheduled for early March. Monthly cost associated with the Internet is included in the Proposed Budget for 2022 3. Finance Committee: The Finance Committee assembled 3x since the November meeting. Ashley & Chrissy have also had several side meetings outside of the finance committee to dig deeper into 2021 spending and reallocation of expenses. More information in the Treasurer portion of the minutes. 4. Expenses: Since the November meeting Ashley purchased an iPad for \$319.00 for admin and pool scanning use. This was categorized as an Administrative/Corp. General expense. 	
VICE PRESIDENT	<ol style="list-style-type: none"> 1. Terry made a comment regarding the structure of the meeting and being proactive to keep things flowing as quickly and smoothly as possible. 2. Terry thanked Chrissy and Ashley for all their hard work with the financials and overall with the board. 	Terry Steckman
CORPORATE SECRETARY	<ol style="list-style-type: none"> 1. We have had four (4) new members since the November meeting. information is shared in the Corp. Secretary report. We need to update the database to reflect the changes. 2. Two (2) title companies have requested copies of the Clubs' Certificate of Insurance (COI). Members of the club are entitled to this information and can easily be shared. To get a copy of the Corp. Secretary will need to forward the information request to Mark, our insurance agent. Ashley to send that information to Kristie Kitchen. It is also stored on the Carefree Google Drive. 	Ashley O'Neal
TREASURER	<ol style="list-style-type: none"> 1. Proposed Budget 2022: Finance Committee met several times since November in order to clean up the discrepancies from 2021. The process was time consuming and tedious. 2. Chrissy recommended each Chairperson maintain their own 	Chrissy Sturm

budget for the year and compare at each board meeting to make sure everyone is on the same page. Activities was already doing this for 2021 and it made it easier to finalize at the end of the year.

3. Chrissy & Ashley went through the YTD bank statements to figure out where KMC allocated expenses. There was a lot of work reallocating expenses into the correct categories to determine accurate spending.
4. Accounts (Activities, Grounds, Utilities, etc) will be renumbered for better organization moving forward.
5. KMC vs. account balance was very close (within \$100) Not worth spending the time going back through to get it to the penny. Starting fresh for 2022.
6. Chrissy reviewed Jerry Brawley's report with the board line by line. In the end, it was determined to toss the report b/c it was not accurate. The information Jerry received from KMC was inaccurate. As stated above, expenses weren't allocated correctly. Chrissy has reconciled and has the most current information. This is shared with Jerry and we will all be on the same page come February.
7. Proposed Budget for 2022 was shared Chriss went line by line explaining how this proposed budget came to be.
 - a. We have actual spending projections for 2022.
 - b. Allotting 1% margin of error for the Annual Maintenance Assessment (6 lots not paying dues).
 - c. \$60 per lot funding the Reserve Account.
 - d. Each Chair submitted budgets for 2022. These were reviewed and adjusted according to projected expenses based on the 2021.
 - e. Concessions & Income were both set at \$3,000. We anticipate bringing in more than

	<p>we spent. 2021 did NOT show the accurate data. To be safe/conservative we adjusted to balance each other out. At the end of 2022 season we will have more accurate information.</p> <p>f. In the end, the Club needs approximately \$10.25 per lot increase just to cover the proposed budget. As a board, we compromised to ask membership for a \$25.00 increase to project higher cost for future expenses.</p> <p>8. Dues Increase: Letter to membership was drafted and shared with the board. Drafting of the letter was a combined effort by the finance committee. Once presented to the board, we had some minor changes. Ashley to make the changes and send them to the Club attorney for review. Once reviewed, we will send out to the membership and give notice of a special meeting.</p> <p>a. Board compromised on a \$25.00 initial ask for dues increase and a separate line item asking for an additional \$20 to fund the Reserve Account.</p> <p>Current Dues: \$300 Initial ask for increase total: \$325 Additional ask for Reserves total: \$345. (if approved)</p> <p>b. ADA Chair Lift & Pavilion asking for donations will be postponed and put into the newsletter and again on the dues letter. These will not be funded using the Reserve Account for 2021. Will try to complete these items with donation only.</p>	
<p>POOL CHAIR</p>	<p>1. Brenntag picked up the barrels discussed at the last board meeting. We have a credit of \$625.00 for the return of the barrels for Summer of 2022.</p>	<p>Jacqueline Cline</p>

	<ol style="list-style-type: none"> 2. KMC sent a payment to Brenntag that was intended for Buddenbaum. Chrissy is working with Brenntag to get that worked out. 3. Pool committee to work together to populate the new pool pass system. Database will need to be downloaded in a CSV. file and edited to upload into the pass database. 4. Erich to work with the pool committee so we all have a complete understanding of the guard schedule and proper way to track hours/cost associated with paying guards vs. swim team. 5. The pool committee will work together to figure the best way to distribute pool passes for 2022. Photos of each family member will need to be taken for the system. 	
GROUND CHAIR	<ol style="list-style-type: none"> 1. Snow Removal: THS was hired for parking lot snow removal. 2. Green with Envy: Final invoice for 2021 was submitted for payment at \$290.00. 	Jacqueline Cline
GRANTS CHAIR	<ol style="list-style-type: none"> 1. Grant's Chair position was eliminated. Being a private organization, we didn't have much luck finding grants we would be eligible for. 	Mike Martin
ACTIVITIES CHAIR	<ol style="list-style-type: none"> 1. Caroling was canceled due to rain. Looking forward to having it for 2022. 2. Santa in Carefree is a HUGE success. We heard LOTS of great feedback. Looking forward to having Santa visit again in 2022. 3. BUNCO is growing in popularity. 3rd Thursday of each month. \$5 per person to play. 6:30-9:00pm 4. Cardio Class is starting again for 2022. 5. Dick Huber to host a Lawn Care Course in April. details are being finalized. 	Ashley O'Neal
WEBSITE CHAIR	<ol style="list-style-type: none"> 1. New online scheduler for the Clubhouse and Activities is live on the website. This will be used for keeping track of guard schedules as well. Guards will need to make sure that if they switch shifts with someone, they do it on the scheduler. This makes sure to keep track of payroll accurately so as to not pay someone by mistake. 	Erich Bauer

	<ol style="list-style-type: none"> a. Terry working on a Confirmation # when booking a date for the Clubhouse. The Confirmation # will show in the notes on the website of who's rented for the day. b. Suggestion was made to add the member who booked last name. It was decided that sharing the information wasn't a great idea. Confirmation # was a compromise to hopefully settle the confusion on who has what days booked. They can easily check the website for the information. 	
SWIMTEAM	<ol style="list-style-type: none"> 1. Erich will meet with the committee in March to discuss conference schedules for the 2022 season. Erich will let us know what days the pools need to close for hosting. 2. Erich to review the guard payroll increase to determine how much registration for the 2022 season will be. 	
CLUBHOUSE CHAIR	<ol style="list-style-type: none"> 1. New Rates: the new rates for 2022 are posted on the website and were effective starting 1/1/22. 2. Entry doors to the clubhouse don't meet fire safety standards. They need to be replaced. Terry shared what he thinks is the best option with the board. 3. Fire extinguishers need to be checked. Terry to arrange. 4. Carpets are in need of cleaning. Terry to schedule. 5. NEW LED lights were installed in the Clubhouse. They are also on dimmers. Thank you Erich for taking care of that. 6. There are no smoke detectors in the Clubhouse. Terry to get with Kristie Kitchen on getting some installed. 	Terry Steckman
NEWSLETTER CHAIR	<ol style="list-style-type: none"> 1. Looking for someone else to take over the Newsletter. 	Ashley O'Neal

Motion made to end the meeting, all in favor. The meeting ended at 9:21PM

Minutes recorded by Jackie Lee & Ashley O'Neal

CAREFREE CLUB BOARD MEETING

JANUARY 10, 2022

Name	E-Mail	Title
Ashley O'Neal	board@carefreeclub.org	President
Terry Steckman ██████████	VP@carefreeclub.org	Vice President
Chrissy Sturm	treasurer@carefreeclub.org	Treasurer <i>Chette</i>
Jacqueline Cline		Pool & Grounds
Jackie Lee		member
Robert Overton		Board of Directors
Kristie Kitchen		board member
Mike Martin		Grants Chair
Nathaniel Tempest		member
Dick Huber		guest member
<i>Eric Bauer</i>		<i>Website/Swim Team</i>
Adam Terrell		ZOOM
Jeff Williams		<i>Pho G. web</i>