



MEETING MINUTES

Carefree Club Board Meeting Minutes

November 8, 2021

7:00PM – Carefree Clubhouse and Zoom

<p>CALL TO ORDER</p>	<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, Jackie Lee, Jacqueline Cline, Erich Bauer, Tiffany Raser, Chrissy Sturm, Kristie Kitchen, Terry Steckman and Jeff Williams (zoom). <p>Not in Attendance: Christy Wise, Nathaniel Tempest and Penny Inskeep</p> <p>Number of Guests in Attendance: 2</p>	<p>Ashley O'Neal</p>
<p>NEW BUSINESS</p>	<ol style="list-style-type: none"> 1. Voted Jackie Lee on as board member <ul style="list-style-type: none"> ● All board members in favor 1. Tiffany Raser and Chrissy Sturm were recently voted in as board members electronically. Documented votes are included within the agenda and in the November minutes. 2. Chrissy was voted in as the Carefree Club treasurer electronically. Documented votes are included. 3. Tiffany was voted in as Corp. Secretary electronically, documented votes are included. 4. Approval of October Meeting Minutes: (10) yes, (1) abstain - Robert didn't review the October minutes. 	
<p>PRESIDENT</p>	<ol style="list-style-type: none"> 1. The Roles & Responsibilities: complete for President, Vice President, Treasurer, Corporate Secretary and Grounds Chair. <ol style="list-style-type: none"> a. Board members were encouraged to review and reach out to Ashley for any changes. Copies of the Roles & Responsibilities are included. 2. Carefree Club Google Drive: once again stressed the importance of using the 	<p>Ashley O'Neal</p>

	<p>Carefree Club Google Drive to keep committees organized.</p> <ol style="list-style-type: none"> a. Robert asked for the link to be sent again. Ashley to send a link again. b. Google Drive is not open to the community. Board Members use only. c. Ashley to send access to Jackie Lee. <p>3. Archive Scanning: ongoing process by President and Corp. Secretary. Documents are stored on the Club's external hard drive as well as organized on the Google Drive.</p> <p>4. Board Retreat: has been scheduled for months. November 14, 2021 from 1P-4P. Board retreat will be a strategic planning session for 2022 and hope to cover a lot of information. Bylaws and reserve study will be reviewed at the retreat as well. All board members are encouraged to attend.</p> <p>5. Internet: Internet for the Clubhouse & Guard shack were discussed. Two quotes were shared. Terry will research Verizon options and present at the retreat.</p> <p>6. Finance Committee: A Finance Committee needs to be established to work on the budget for 2022. This committee requires (5) board members. Chrissy (treasurer) will chair this committee. Ashley, Terry & Chrissy will be members. Kristie Kitchen & Robert Overton volunteered to be the two other board members on the committee. All in favor of the five members. First meeting is scheduled for December 6th @ 7:00PM</p> <p>7. May 20, 2021 Special Meeting Minutes: The minutes are incorrect. this should be listed as a Chlorinator not filters for \$15,934.32. Tiffany to update minutes. Chrissy to check depreciation log for accuracy.</p>	
<p>VICE PRESIDENT</p>	<p>1. Board meetings moving forward, we will allow guests to submit questions BEFORE the start of the board meeting to the Secretary of the board. Notice of this change will be incorporated in the Carefree Club newsletter.</p>	<p>Terry Steckman</p>

<p>CORPORATE SECRETARY</p>	<p>1. Tiffany has been taking over the role as Corp. Secretary. Recently held a transition meeting with Nathaniel Tempest.</p>	<p>Tiffany Rasor</p>
<p>TREASURER</p>	<ol style="list-style-type: none"> 1. Chrissy and Ashley have been reviewing the Carefree Club financials with a fine tooth comb. Lots of items have been classified wrong. We've made some adjustments and reclassified as needed. 2. Chrissy is working with Jerry Brawley, the club's new CPA. 3. Chrissy & Ashley transferred the PNC Accounts to their names. 4. PDF for October financials can be found on the Carefree Club Google Drive. This report is not accurate and not shared at the meeting. 5. Hoping to be in order for January and can share the most current financial reports with accuracy. 6. Chrissy is currently in the process of figuring out where the club was financially in Dec. 2020 and comparing it to the current date. 7. Currently have (6) bank accounts. Chrissy worked with KMC to get transactions balanced. 8. Bank Accounts: Chrissy made motion to only have (5) accounts: <ol style="list-style-type: none"> a. Payroll b. Operating c. Swim Team d. Reserves e. Lights & Signs f. Voting: all in favor, no opposed. 9. \$60 per lot of the Annual Maintenance Assessment is for the Reserve Fund. 10. Financial Forms: Purchase Order, Transfer Tickets & Deposit forms are all located on the Carefree Club Google Drive. <ol style="list-style-type: none"> a. Chrissy will be the only person filling out transfer tickets when moving money around the accounts. 11. 2022 Budget: hoping to be complete and present to the board at the January meeting. 	<p>Chrissy Sturm</p>

	<p>12. Cost of Living Dues Increase: During the October board meeting, Robert recommended a “Cost of Living” dues increase. Chrissy did research based on the Consumer Index Report. Dues for 2022 would be approx. \$345 per year per consumer index (listed in the covenants & restrictions).</p> <p>a. Robert asked to vote on the cost of living increase. Chrissy advised the board that it is not ready to vote. Recommended we vote at the January board meeting once the budget is prepared for 2022.</p> <p>13.</p>	
<p>POOL CHAIR</p>	<ol style="list-style-type: none"> 1. Jacqueline Cline was voted in as the new pool chair, none opposed. 2. Ashley, Jackie Lee & Kristie Kitchen are members of the Pool Committee. None opposed. 3. Pool Management System was shared. Cost estimated at \$420 year + \$1.00 per pass & \$25 to ship. Hard plastic passes will be used going forward. 4. Ashley recommended one pass per family. All family information will be stored on one pass in the systems. Extra pool passes will be available for purchase for \$5.00 each. 5. Members can be toggled on and off for a number of reasons. (behavior and non payment of dues) 6. Motion made to purchase pool pass management system. All in favor, none opposed up to \$1,500 total. 7. Ashley will reach out to Buddenbaum & Moore to determine the necessary repairs for the upcoming 2022 season. 8. Barrels need to be picked up by Brenntag. Ashley to schedule. 9. Brenntag was paid 2x. Club needs to be reimbursed. Ashley will follow up with them. 10. The pool committee requested an open/close checklist for the pool. There isn't one available. Will have to create as they learn. 	<p>Jacqueline Cline</p>

	<p>11. Quote shared for cleaning, painting and restriping the pool.</p> <ul style="list-style-type: none"> a. Main Pool \$28,000 b. baby pool \$5,000 c. Kristie to check costs with another company. 	
GROUNDS CHAIR	<ul style="list-style-type: none"> 1. Winterization of the outdoor RR's: Space heaters need to be used in the restrooms as in the past. Ashley expressed concern on leaving those run continuously unattended. It's been that way for years. Ashley to seek alternative methods. Heat tape was proposed for the storage room water pipes. 2. Creek Cleanup: \$1,600 to get the road debris that was dumped into the creek cleaned up. 	Jacqueline Cline
GRANTS CHAIR	<ul style="list-style-type: none"> 1. Johnson County Community Grant: Mike will look into further for a lift for the pool. Alternative would be asking for donations from the community. 2. Carefree does not qualify for most grants b/c we are a private membership. 	Mike Martin
ACTIVITIES CHAIR	<ul style="list-style-type: none"> 1. Emily is taking a step back from the Activities Chair. Will continue to be actively involved. 2. Fall Fest was great - thank you Chrissy for taking the lead on that. 3. Upcoming Events: 12/14 Kittiting, 12/17 Caroling & 12/20 Cookie Exchange. 	Emily Myers & Ashley O'Neal
WEBSITE CHAIR	<ul style="list-style-type: none"> 1. Erich is working on a new calendar for the clubhouse & activity to see in real time when the clubhouse is available/booked. 	Erich Bauer
CLUBHOUSE CHAIR	<ul style="list-style-type: none"> 1. Transitioning from Steve Wisdom's management. 2. Developing some of the processes of booking to a more modern system. 3. Will discuss rental contracts and rates at the Board Retreat. 	Terry Steckman
NEWSLETTER CHAIR	<ul style="list-style-type: none"> 1. Looking to get the newsletter out to membership in December. 	Ashley O'Neal
OTHER	<ul style="list-style-type: none"> 1. Dues Increase to Club Reserve: Robert recommended that we have a dues increase to match "Cost of Living". 2. Robert recommended the Cost of Living would go toward the Reserve Fund. 	Robert Overton

<p>OTHER</p>	<ol style="list-style-type: none"> 1. Dan Black asked for financial reports for the previous budget. Chrissy is still in the process of cleaning up the financial reports and they are not available yet. 2. Dan asked what the need for the internet at the Clubhouse is. <ol style="list-style-type: none"> a. The board replied that it's an essential part of most people's everyday life. 3. Dan wanted to discuss the vote count again. The board informed Dan that it was a verbal discussion with majority of the board in agreement. 	<p>Guest - Dan Black</p>
---------------------	--	---------------------------------

Motion made to end the meeting, all in favor. The meeting ended at 8:47pm.

Minutes recorded by Tiffany Rasor & Ashley O'Neal