

Carefree Club Board Meeting Minutes
March 12, 2018, 7:00 PM

Call to Order: Linda

Pass Attendance

Present: Jess Carrasquillo, Sandra Carrasquillo, Naomi Lantrip, Patrick McMahon, Ellen Morrow, Linda Stemnock, Steve Stemnock, Steve Wisdom, Shirley Frye, Phil Wagoner, Andy Stephens, Chris Cummins, Dan Black

Absent: Erich Bauer

Guests: 6

Review, Correct and Acceptance of February, 2018 Minutes

Corrections were made and will be emailed to the board prior to the April, 2018 meeting. Motion by Ellen to approve the corrections to the February, 2018 minutes, 2nd by Andy, passed unanimously.

November, 2017 Minutes

Corrections made at the February, 2018 meeting need to be completed and emailed to the board prior to the April, 2018 meeting.

Secretary's Report (Sandra)

- Club preparing for new dues letter to go out and new electronic dues platform on the website. Approximate date for both will be March 20. If members choose to pay through this new platform, they will be charged a transaction fee of 2.9%, plus \$0.30. These fees will be clear to the member before they submit their payment.
- 532 Members of Carefree Club, 3 lots sold at Sheriff sale. Carefree Club approximate write-off amounts: Lot 265, \$3,000; Lot 109, \$295; Lot 110, \$2,431.
- There are 4 lots that are 1-2 years behind. A letter went out asking for payment within 10 days. The lien paperwork will be filed if not paid by that time.
- Carefree Club has only 2 lots that have not paid since approximately 2009. Liens will continue to be updated.

Treasurer's Report (Naomi)

- February, 2018 Balance Sheet and Income Statement presented.
- 2017 taxes should be filed by the deadline.
- Motion to approve February, 2018 Treasurer's Report as presented made by Jess, 2nd by Andy
Yes: Linda, Steve S., Jess, Sandra, Naomi, Patrick, Ellen, Steve W., Shirley, Phil, Andy, Chris
No: None
Abstain: Dan Black
Motion approved

Committee Reports

Pool (Linda)

- Wrapping up new lifeguard interviews and waiting to hear whether some previous guards intend to return
- Preparing plan for getting the pool up and running

Grounds (Jess)

- Spruced up the grounds Sunday the 11th, picked up leaves and dead tree branches, placed 2-3 blue pots for spring flowers by the pool entrance
- Will check with contractor within the next 2 weeks to schedule west basketball court project.
- The Carefree South sign committee met last week and are exploring options for the sign project

Newsletter (Ellen)

- Ellen checked with Ellen Bryk and will get a box of newsletter materials from her.
- Ellen plans on sending the 2nd quarter newsletter out by April 15 and requests all information and articles by April 1. Dues information and pool related items will be included.

Activities (Linda)

- Easter egg hunt will be Saturday, March 31 1PM, rain or shine. Volunteers are lined up to stuff eggs.

Web (Linda)

- Per Erich online dues payment is ready to go.

Clubhouse (Steve W.)

- Good month for rentals, income was \$1,952.
- March and April clubhouse rentals booking up fast.
- Expenses \$209.57, majority (\$180) for snow removal. Remainder for light bulbs, keychains and bathroom cleaner.

Swim Team (none)

Old Business (none)

New Business

2018 Capital Improvements (Linda)

- As of February there is around \$69,000 in reserves, which does not include approximately \$32,000 surplus from 2017 that Naomi will transfer over once the 2018 dues come in. An additional \$30,000 is expected to be added from the \$60 per lot dues increase, along with surplus funds at the end of the year. \$15,000 already allocated for the west basketball court project.
- Clubhouse, pool and grounds committees met to discuss 2018 capital improvement projects with bids reviewed and contractors chosen. The reserve committee then met to discuss each of the improvements, and approved them for proposal, discussion and vote by the board. Our projected total annual maintenance assessment is \$153,990 (522 up-to-date member lots X \$295)

1. **\$4,752** for installation of gutters on the clubhouse and annex building, completed by the end of April. Bids were submitted from Moore Construction, Rees Renovation and Gutter Magic. Rees had the best proposal for the work at \$4,320. Include a 10% contingency for a total of \$4,752. The other bids were \$7,015 and \$8,250. Motion to accept bid from Rees Construction for \$4,752 by Linda, 2nd by Patrick, passed unanimously.
2. **\$14,982** for renovation of pool restrooms, completed by May 19. Base bid was for removing and replacing 3 toilets, removing partitions in women's room, demolish and rebuild showers, replace pebble-board wall covering with tile. Option for additional renovation: install partitions in women's room, paint floor, install wainscoting on bottom half of locker room walls and paint above, and removing unused door between restrooms and replace with drywall and wainscoting. Bids were submitted from Brian Robertson (dba Fervent Servant), Patrick McMahon (dba Backyard Neighbors), and Moore Construction. Brian Robertson had the best proposal for the work at \$13,620 (includes base bid and optional renovation work). Include a 10% contingency for a total of \$14,982. Other bids were \$16,176.07 (base bid only) and \$16,875 (base bid only; \$27,875 for base bid and optional renovation work). Motion to accept bid from Brian Robertson (dba Fervent Servant) for \$14,982 by Linda, 2nd by Andy, passed unanimously.
3. **\$9,500 maximum** for diving board and possible base repair/component replacement/shipping. If contractor determines that diving board is satisfactory, this will not be done. Motion by Linda requesting a maximum of \$9,500 (if needed) for diving board replacement, repair, and other costs, 2nd by Patrick, passed unanimously.
4. Jess requests **\$13,000** for tennis court repair, recoating and restriping. There are no current bids provided, so no vote at this time. Jess will need to provide 3 bids at the April meeting with discussion and vote to follow.

Jess requested \$2,000 for three items: **1.** trim 2 large trees **2.** plant some small trees in front of the County Line Road bridge to block the view of graffiti **3.** Box in and build up with mulch the landing area of one of the slides at the playground to make it safer for kids using the slide. It was determined that these are maintenance items, not capital expenditures. Jess indicated that he didn't have enough money in his grounds budget, so there was a suggestion to transfer funds from the general fund savings account into the grounds budget. After some discussion, motion made by Linda to transfer \$2,000 from the general fund into grounds budget for tree trimming, planting of trees and placing mulch around playground equipment, 2nd by Patrick.

Yes: Linda, Jess, Sandra, Steve W., Patrick, Andy, Ellen, Naomi, Chris, Phil, Steve S., and Shirley

No: Dan Black

Motion Passes

Operations/Procedures Manuals (Patrick)

- These manuals are to provide information regarding duties and procedures for each committee and area of operation performed at Carefree Club. These manuals should provide a smoother transition upon turnover of board members and committee chairs due to elections, resignations, etc. and also to volunteers as they become involved with the club.
- Each committee chair is requested to submit a written description of their duties. First drafts requested by the May, 2018 meeting.

Pool Expansion Committee (Jess)

- Jess requested Ellen be removed from the Pool Expansion Committee. A corresponding vote is required from the board to remove Ellen from this position. Ellen conveyed that she was in favor of the project and wanted to contribute to its success. After some discussion by the board, a motion was made to have Ellen removed from the Pool Expansion Committee made by Jess, 2nd by Chris.
- Yes: Jess, Linda, Steve S.
No: Patrick, Naomi, Dan, Andy
Abstain: Phil, Ellen, Sandra, Chris, Shirley, Steve W.
Motion does not pass.

A motion to adjourn made at 8:20 PM by Ellen, 2nd by Steve Wisdom. Passed unanimously.

Next Meeting April 9, 2018

Submitted by Dan Black