

**BRIARBROOK COMMUNITY IMPROVEMENT DISTRICT**

MINUTES OF AUGUST 13, 2015

ROLL CALL: J B Brown, Tim Huff, Bob McAfee, Adam Greek, Jim Hackney, Howard Smith, and Garry Church were present.

Tim Huff moved and Jim Hackney seconded a motion to approve the Agenda, 7-0.

Tim Huff moved that the corrected Minutes of July 9, 2015 be approved, seconded by J B Brown, 7-0.

MEETING NORMS:

Howard discussed revised meeting procedures that will be implemented for future Board meetings. Robert's Rules of Order will be followed. There should be no surprises for Board members and new items will need to be added to the following month's agenda.

TREASURER'S REPORT:

Bob and Mark presented the Treasurer's Report. The decrease in the Trust Company Assessment Fund reflects the recent interest payment. Fund Balances were reported as follows:

SMB Operating Acct-	\$ 118,442.67
SMB Debt Service Acct-	829.13
SW Trust Co. Assessment Fund-	152,536.28
SW Trust Company Debt Service Acct-	.08
Cart Path Fund-	25,812.40

Jim Hackney moved to approve the Treasurer's Report, seconded by Tim Huff, 7-0.

MANAGERS' REPORTS:

Mike discussed proposed changes in the back room and asked the Board go look for a better understanding of the changes. He plans to paint the floor, add shelving for increased storage, and to hang a new curtain to close off the area.

Mark discussed progress on the new cart paths. Weather permitting, he wants to try to finish all of the work on the front nine which he estimates will cost \$32,000+. He said that there are approximately ten days of work left. An update on cart path progress will be provided at the September meeting.

OLD BUSINESS:

Trade Out Agreements were discussed. (1) Michael Eddy: permitting BCID Sign on Fir Road property, Value - annual membership (\$1320). (2) Mike Durbin: on call for internet and video service, Value - annual

membership (\$1320). (3) Ray Schmidt: provide 25 loads of dirt, Value – annual membership plus cart fee (\$1320 + \$330). Tim Huff moved to approve the three Trade Out Agreements for the current year, seconded by J B Brown, 7-0.

Howard discussed the progress on computer security. Members of the PSU staff have made recommendations for updating computer security and that employee training should be provided as soon as possible. There was a charge of \$100 for their services. Mike will continue to use the current POS system. Tim Huff moved and J B seconded a motion to accept the PSU recommendations, 7-0.

Jim Hackney then moved to implement all recommended security changes and to provide employee training within 30 days, seconded by J B Brown, 7-0.

Facilities Committee: J B Brown reported that only one bid had been received for the new Maintenance Building project. He indicated that we could accept the one bid or we could rebid. If rebid, he recommended that it be listed in the Joplin Globe. After additional discussion, Tim Huff moved and Jim Hackney seconded a motion to open the one bid that had been received, 7-0.

The bid received from the Amish was for \$49,450 for the new building which will be 48' x 100'. The Board discussed additional costs which would include bulldozing the area south of the current building and demolition of the old building. It was estimated that demolition costs would be around \$25,000 for a total cost of approximately \$75,000. Tim Huff moved to accept the one bid and to have J B confirm that the bid meets all specifications, seconded by Jim Hackney, 7-0.

*(It has since been learned that the bid did not include workmens comp and could not be accepted. The project was rebid in the Joplin Globe, August 21, 2015)*

J B Brown requested that the discussion on cart paths be reopened. He wanted Lonnie to continue to work on the cart paths until all of the work on the front nine is completed. The Board agreed that this is a good idea and wants a monthly update from Mark on cart path progress on the front nine.

Restaurant Committee: Jim Hackney reported that shelves will be built to house Club Historical Records. He suggested that a historian be appointed to maintain the records.

Social Committee: Howard reported that a new brochure for future monthly activities has been completed and will be distributed. New shelving has been installed in the storage room and will be available for storage of supplies and decorations. He indicated that the Social Committee may be used as an Advisory Committee for the Board in the future.

#### NEW BUSINESS:

There was discussion about revising the officer positions of Vice President and Secretary. Howard recommended that the Board consider hiring a Secretary/Clerk to be paid a monthly salary. These items will be discussed more at the September meeting.

Evaluation documents for the Course Manager and the Restaurant Manager were also discussed and will be reviewed at the September meeting as well. Also need to define tax status of Mike's employment.

New Personnel: Mark requested approval for two new positions. He would like to bring in Brian Lawson as Assistant Pro Shop Manager. Brian has recently worked at Twin Hills. Mark will reduce current working hours for part time help with this addition. Adam moved and Tim Huff seconded a motion to hire Brian as Assistant Pro Shop Manager, 7-0.

Mark would also like to provide additional help for Steve McKenzie and recommended that Levi Jacks be employed as Assistant Greens Keeper. Levi has considerable experience and has previously been employed at Briarbrook and has recently worked at Twin Hills. Tim Huff moved and J B Brown seconded a motion to hire Levi as Assistant Greens Keeper, 7-0.

ADJOURNMENT:

Tim Huff moved to adjourn the meeting, seconded by Adam Greek, 7-0.

Submitted by  
Garry Church, Secretary

The next regularly scheduled meeting will be Thursday, September 10, 2015