

**BRIARBROOK COMMUNITY IMPROVEMENT DISTRICT
MINUTES
APRIL 12, 2018**

1. Jim Hackney called the meeting to order. Jim Hackney, Tammy Thomas, Jason Teeter, Bob McAfee, Elbert Smith, and Mike Saale were present. Ron Spencer was absent.
2. Jim Hackney made a motion to add an Executive Session to the agenda. It was seconded by Jason Teeter and passed 6-0. Jason Teeter motioned to approve agenda, seconded by Tammy Thomas. 6-0
3. In the public forum Forrest Noah asked when the CID Board election would be held and if a bio of each candidate could be published in the paper. The election is June 5, 2018 and the Board asked Kaleb to get with the Sentinel to publish the candidates' biographies.
4. The minutes from the March 8, 2018 meeting were approved with a motion from Tammy Thomas and seconded by Bob McAfee. 6-0
5. The financial report was presented with the following balances at SMB: Checking/ Operating \$93,435.97, Cart Path Fund \$19680.08, Debt Service \$131,755.72. Some of the money in the Checking will be transferred to the Cart Path Fund as soon as Kaleb Forkner is granted access to accounts to transfer funds. This was approved with a motion from Tammy Thomas and seconded by Elbert Smith. 6-0
6. Reports:
 - a. Golf Course: Kaleb Forkner stated he has seen numerous places for improvement and is working on those. He is also working on inventory and procedures to maintain an up to date inventory for the pro shop. He is working on the POS system to help achieve this. Kaleb is also putting together a plan for new and updated merchandise that fit the Pro Shop's needs. Range balls are now available on the driving range itself. There will now be a charge for use of the range to non-members instead of the purchasing of a bucket of balls. Kaleb is working with Steve McKenzie on issues on the grounds. The newer sprayer can not be sold because it is tied in with the lease of the other new equipment. It can possibly be traded for a different piece. Kaleb also said he has been cleaning and purging in all areas of the clubhouse.
 - b. Greens' Committee: Elbert Smith said Marcus Patton is trying to recruit two couples per hole to adopt a hole. They would also like to get new trash cans for the course. It was decided on the greens' committee's recommendation to replace some of the mulch with rock. Steve Thomas will haul the rock. They feel like this will be a more economical way to maintain the areas. Steve Thomas also told the committee he could haul the dirt that is needed for \$75 a load. And it is a larger load than we currently get.
 - c. Greens' Superintendent: Steve McKenzie said the river pump has been installed and is working well. The cost was \$1200 for the pump. Lonnie Brown gave use of his back hoe to pull it and also to remove several stumps from the ground. The greens were punched and sanded Monday and Tuesday. One employee was hired for course work and another will be hired on Monday. It is possible they will hire a third. Steve will get with Leeann on the Greens' Committee to discuss the location of the lady tee boxes. They will be

adding a bunker to the practice range and working on practice green. Jim Teeter stated for the board that the practice areas are the first impression people see of our course and should be a priority for the club. The barricade on #13 where the leak was fixed is going away. The spillway on #6 needs to have the rock and dirt removed. The board asked for Steve to make sure he kept the workers busy with general clean up when they weren't doing other work. The wood from the damaged barn is being stacked and stored in the old building.

7. Old Business: None

8. New Business:

a. Kaleb Forkner said that some members have asked about a mobile app for the course. He would like the board to watch a demonstration of the Gallus Golf Mobile Application. The costs would be: Set up \$500, Annual Fee if paid up front \$2950. There is also a training fee of \$600 for a 6 week period of employee training. Kaleb feels like this may be a better way to spend some of the advertising budget. The board agreed to watch a demonstration when Kaleb could get it set up.

b. Kaleb would like to close the course and pro shop on Mondays. The course would be open to members only after 1 pm on Mondays. This would allow the employees time to do major work and maintenance on the course and would save the course about \$20,000 per year. The board said they would discuss it during their next work session.

c. Kaleb discussed the IT issues of the course. We do not have a dedicated server. The existing server is his computer which is slow and unreliable. If it goes down the whole business does. He also stated that there is not enough security on our systems. Also our POS system has never been set up correctly. The course and restaurant are on the same system and makes it difficult to or keep up with inventory. We also need much faster internet. It is so slow with AT&T that things do not always work properly. Kaleb also said that our software is from 2007 and is no serviced so should be upgraded. Kaleb has reached out to 3 companies for bids on fixing the IT issues: Stronghold, SNC Squared, and Ready Tech. He should have them next week.

d. Membership dues will be tabled until May.

e. Pool Maintenance and Parties: Tammy Thomas stated that the pool will need to be repainted. The pool was closed incorrectly and had to be treated for algae so the surfaces will be rough. The pool decking will also need some repairs due to the harsh winter. The board will need to seek bids for fixing the bottom of the pool. The current rates for pool parties are too low and need to be revised before the season starts. Brian Lawson will be in charge of pool, life guards, and parties this season.

f. The Social Event Calendar will be tabled until the next work session.

g. The Fourth of July celebration will be held on July 4, 2018. Responsibilities

were assigned.

h. Tammy Thomas made a motion for the board to spend \$300 on the Pool Opening Day Party. It was seconded by Mike Saale 6-0 The board also asked that all the party decorations and holiday décor be moved from where they are to the storage building on #18.

I. A motion from Tammy Thomas was made to make the addition of Kaleb Forkner to all of the SMB accounts as a signer giving Kaleb access to the online administration of all SMB accounts and to authorize the adding of a Restaurant account and adding all current signers to this account as well. The motion was seconded by Jason Teeter. The vote was 6-0 in favor.

9. Tammy Thomas made a motion to move to closed session per RaMO610.021 Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded. Bob McAfee seconded. 6-0

10. Open meeting moved to close session.

Respectfully submitted by Michelle Margeson, BCID Board Clerk