

## BRIARBROOK COMMUNITY IMPROVEMENT DISTRICT

### MINUTES OF JULY 14, 2014

Karen Rutledge called the meeting to order.

ROLL CALL: J b Brown, Dave Englert, Adam Greek, Tim Huff, Toby Teeter, Karen Rutledge, and Garry Church were present. New Board members Howard Smith, Bob McAfee, and Jim Hackney were also in attendance.

Tim Huff moved to approve the Agenda, seconded by Adam Greek, 7-0. Tim Huff moved to approve the Minutes of June 9 and June 14, 2014, seconded by Adam Greek, 7-0.

#### TREASURER'S REPORT:

Toby Teeter and Mark Tackett presented the Treasurer's Report. There was discussion of a new template for reporting profit and loss of the golf course and the restaurant. Payroll expenses for the restaurant were down from 56% in May to 39% in June. It was decided that a statement notice of the interest and the bond balance should be sent to the Chair each month. It was also discussed that Mark should request a change of billing for golf course chemicals to be spread throughout the year rather than to make one large payment. Fund Balances were reported as follows:

SMB Operating Acct-	\$ 131,682.98
SMB Debt Service Acct-	218.04
SW Trust Co. Assessment Fund-	181,925.73
SW Trust Co. Debt Service Acct-	.08

#### OLD BUSINESS:

Mark gave an accounting for the July 4 activity. As a result of donations of \$4,350, golf tournament fees, food charges, food donations, and a discount on fireworks by Larry Shelly, the CID was able to cover costs for the band, other entertainment, fireworks, and labor and food costs. There was a good turnout by Briarbrook residents and everyone enjoyed the fireworks display. The Board appreciated all donations as well as the work of the staff, Cheryl Patton, and all the others who donated their time and effort to make the activity such a success.

#### NEW BUSINESS:

The recent Board election was discussed. It was recommended that prior to the next election that a brief bio for all candidates be prepared and made available to Briarbrook residents. Karen Rutledge as outgoing Chairperson welcomed the three new Board Members (Howard Smith, Jim Hackney, Bob McAfee) to the CID Board. Certificates of Appreciation were presented to Dave Englert, Toby Teeter, and Karen Rutledge.

Karen made some final comments to the Board. She stated that it had been an honor to be on the Board and to work with all Board members. She listed the accomplishments that had been completed during the last four years. She also mentioned some ideas she would like to see achieved by current and future Board members.

Following Karen's comments, election of new Board Officers was held. The new officers are as follows:

Chairman – Adam Greek  
Treasurer – Bob McAfee  
Secretary – Garry Church

Andy Pochik made a request for a benefit tournament for Jeff Wagner. He asked that the CID donate the course for the tournament. It was decided that this was not possible but that a reduced rate for green fees and carts could be approved. Tim Huff moved and Jim Hackney seconded a motion to reduce the charge for non members to \$27.00, 7-0. Andy was told that the best way to raised money was to seek donations and hole sponsors. He was told that the Men of Briarbrook would donate a golf club for a raffle. The Benefit Tournament is scheduled for October 4, 2014.

Tim Old told the Board that he is finding gravel in the separators and he suspects that there is a broken pipe which makes it difficult to keep the pool clean. He suggested that the leak should be detected and fixed or that a temporary fix would be to plug the separator. It was decided to have two other pool companies and Tim submit bids for this repair by July 28 and to hold a special meeting to review bids.

*(Since the July meeting it has be decided not to take any action on the problem until the pool is closed for the season and then to seek bids for the repair)*

Tim also had some comments about the Bar and Restaurant being closed after the fireworks on July 4. He also suggested that the ourdoor B-B-Q grill could be used to generate additional income and that the garbage area needs to be cleaned up on a regular basis. The Board thanked Tim for his comments.

#### EMPLOYEE REPORTS:

Vi Fields indicated that the clean up of the garbage area will be handled. She also reported that employee expenses are being reduced and she only needs three people in the kitchen. She is also attempting to watch her inventory and make greater use of food ordered.

Mark reported that the membership is now at 195 as compared to 215 a year ago. The weather this year has been a huge factor in the number of rounds played. From January 1 to June 30 this year, 3, 950 rounds were played as compared to 5,172 rounds played for the same time period in 2013. He also reported that the Club Profit program has been changed to be more accurate. He has added two extra workers over the summer to aid golf course staff.

#### ADJOURNMENT:

Tim Huff moved and Bob McAfee seconded a motion to adjourn, 7-0.

Following adjournment, the Board agree to meet for an informal session to discuss items of interest that new Board members might want to discuss. The following items were discussed but no formal action was taken.

- a. Representatives from both the MOB and the Ladies Association should be asked to attend Board meetings.
- b. The need for Special Committees was brought up. The following tentative committees were suggested;

Restaurant Committee – Jim Hackney

Social Committee – ?

Communications Committee – Howard Smith, Garry Church

Golf Committee (includes tournaments) – Tim Huff, Rick Utter

Finance Committee– Bob McAfee

Facility Committee – J B Brown

Master Plan Committee – Howard Smith

These items will need to be discussed and acted upon at future Board meetings.

The next regularly scheduled meeting will be Monday, August 11, 2014

Submitted by

Garry Church, Secretary