

BRIARBROOK COMMUNITY IMPROVEMENT DISTRICT

MINUTES OF JULY 9, 2015

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

Tim Huff moved and Bob McAfee seconded a motion to approve both the Agenda and the Minutes of July 9, 2015, 6-0.

TREASURER'S REPORT:

Bob McAfee and Mark Tackett presented the Treasurer's Report. There was discussion of the Year to Year Monthly Report comparison. All Board members agreed that this is a more accurate review of finances. Fund Balances were reported as follows:

SMB Operating Acct-	\$ 118,821.27
SMB Debt Service Acct-	479.87
SW Trust Co. Assessment Fund-	182,359.35
SW Trust Co. Debt Service Acct-	.08
Cart Path Fund-	38,920.00

MANAGER'S REPORTS:

Mike reported that he had a new prep table. He also mentioned that the air conditioner unit over the bar is leaking and he has someone coming in to check on the roof. Everything seems to be going well and he has several dinner meetings scheduled for the coming month.

Mark indicated that he needed more teams to sign up for the Beauty and Beast Tournament. There are currently 45 teams signed up. He mentioned that Jan Rose had retired and will be replaced. Work on new cart paths will begin as soon it dries up and Lonny can get his equipment out on the course.

OLD BUSINESS:

Tim Old reported that his credit card had been hacked as had several other members. He felt that it was a problem with the POS system and was probably a malware issue. After further discussion with other residents, Howard indicated that he would have the Pitt State technology person check our server and make any recommendations that might be needed to upgrade our computer security programs.

Tim also had a concern that Mark was trying to buy cheaper chemicals online. After considerable discussion, Adam told Tim that it part of Mark's responsibility to try to save the CID extra expenses when possible. However, because the season is coming to a close we would continue with Tim's chemical prices for the remainder of the season.

Although approved last month, there was additional discussion concerning Trade Out Agreements. It was decided that Mark would bring current Trade Out Agreements to the next meeting for Board approval.

A critique of the recent July 4 activities was discussed by Board members. Overall, there was a general feeling that it was a successful event and the golf tournament was a success although one sponsor did not get to play. Some concerns mentioned were: more control over record keeping of sponsorships, different varieties of fireworks, and not having enough food. These areas will be considered when planning next year's activities.

Howard reported that the Social Committee is actively planning for August, September, and October activities. Some activities being planned include continuation of Ladies Nights, an Oktoberfest Party as well as an adult Halloween Party. A new schedule will be available soon.

J B discussed the plans for the new Maintenance Building. Tim Old had prepared copies of the scheduled plan for the building which J B discussed with Board Members. Tim indicated that he felt that he should be reimbursed for providing the drawings. He said that he thought he should receive at least \$75 for his work. Adam indicated that he believed this was a fair price for the drawings and the Board agreed. Tim Huff indicated that he could also provide this type of drawings.

NEW BUSINESS:

Election of new Board Officers was discussed next. Tim Huff moved that the current officers be continued for the coming year. However, before the motion was seconded, Adam said that he would not serve again and Garry indicated that he would serve only until January in order to provide a new secretary some time to gain some experience. J B moved and Tim Huff seconded a motion to elect Howard Smith as the new Board Chair and for Garry to serve as Secretary until January, 2016, 6-0.

J B announced that he was going to resign from the Board but would like to continue to work with the Construction Committee. The Board will discuss how to handle his replacement at the August Meeting when his resignation letter is presented to the Board.

Lori Salchow asked to speak to the Board about her concerns regarding the new Briarbrook Living magazine that has been received by many Briarbrook residents. She felt that a number of residents thought it was a publication produced by the BCID which it is not. Troy Salchow indicated that he would begin work to copy write the Briarbrook Logo for a fee of approximately \$500. The Board indicated that this might be a good idea so that there would be no misunderstanding about the logo used by the magazine.

Bill Allen indicated that he had some recommendations for improving our fiscal reports and distributed this information to the Board. Howard suggested that we need to schedule some Board work sessions in the future to discuss these recommendations as well as other suggestions.

Before discussing the salary adjustment for the General Manager, Tim Huff moved that the Board go to a Closed Session to discuss Personnel, seconded by Adam Greek, 6-0.

Following discussion held during the closed session regarding a salary increase and specified job targets, Tim Huff moved to adjourn the closed meeting and to return to an open meeting, seconded by Bob McAfee, 6-0.

In the open meeting, Tim Huff moved that Mark be given a 3% raise for the next six months and up to an additional 2% increase for the following six months if he successfully meets specified job targets which will be discussed with him by both Howard and Adam. These targets may include but will not be limited to such areas as: work schedule, working with the community, personal relations, etc. The motion was seconded by Bob McAfee, 6-0.

ADJOURNMENT:

Tim Huff moved to adjourn, seconded by J B Brown, 6-0.

Submitted by

Garry Church, Secretary

The next regularly scheduled meeting will be Thursday, August 13, 2015