

## BRIARBROOK COMMUNITY IMPROVEMENT DISTRICT

### MINUTES OF JUNE 11, 2015

Adam Greek called the meeting to order.

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

Jim Hackney moved and J B Brown seconded a motion to approve both the Agenda and the Minutes of May 14, 2015, 4-0-2. Tim Huff and Howard Smith abstained due to previous absences.

#### TREASURER'S REPORT:

Mark Tackkett presented the Treasurer's Report. There was considerable discussion regarding the report which included some inaccurate reporting of some figures. It was decided that J B Brown will meet with Mark and an Employers Advantage representative to work on a more accurate system of reporting. It was agreed that Bill Allen would take part in this meeting as well. Fund Balances were reported as follows:

SMB Operating Acct-	\$ 160,481.27
SMB Debt Service Acct-	.58
SW Trust Co. Assessment Fund-	182,359.31
SW Trust Co. Debt Service Acct-	.08
*Cart Path Fund	5,854.00

\*Cart Path Fund does not reflect new trail fee amounts or the 20% portion of cart rental fees. Mark reported that this total amount was approximately \$35,000 at this point.

#### RESIDENT COMMENTS:

Marcus Patton had requested time to address the Board. He had some concerns regarding support for the restaurant. He discussed the ratio of pro shop personnel as compared with number of golf course employees. He also recommended that additional efforts should be made to increase memberships. Some of his suggestions included: an increase in weekend non member rates, also increases in non CID member fees, and development of Marketing Packets to attract new CID members. Board members agreed that these were areas that need to be addressed. Howard Smith asked Marcus to become a member of the Social Committee to which he agreed.

#### RESTAURANT MANAGER REPORT:

Mike indicated that the total bill for Staff Tee Shirts came to \$1,274. He agreed that he would pay back this amount to the CID at a rate of \$300 per month. He also indicated that he may have to buy a char broiler. He reported that he needs more storage and would like to remodel the backroom. This would include removing the carpet and painting over the floor and to put up a wall with a door. There is also a roof leak that needs to be fixed.

Mike discussed his ideas for the food offerings for the July 4 Activities. He plans on hamburgers, hot dogs, pulled pork sandwiches, and a whole hog dinner to be served in the dining room.

The Lease Agreement has been completed. The suggestion for an average monthly utility rate has been changed. It was decided that the utilities will be split. As discussed earlier, there will be no rent for first twelve months. Rent for the next year (2016) will be set at \$1,500 per month since some of new Board members at that time may not have had the benefit of these discussions.

#### OLD BUSINESS:

There was discussion of the trading of memberships for goods and services. It was discussed that all agreements must be documented and approved by the board. Howard had submitted a form that was reviewed. There was some concern that some recipients might need a copy of a tax receipt. Mark was going to check on this item. Jim Hackney moved that the Board approve this concept and the form that had been submitted by Howard, seconded by Howard Smith, 6-0. This discussion will be continued at the July meeting after Mark reports back to the Board. The Board will also have to officially approve all agreements that are currently in effect.

Howard reported that the Social Committee has met and has a good start on the planning for the July 4 Community Appreciation Event. They are providing decorations, planning various activities, and will be contacting sponsors to help meet expenses for the event. Marcus Allen will take care of the fireworks again and JB Has contacted the band. Howard indicated that the Social Committee will continue meeting until everything is finalized.

J B recommended that we seek bids for a building with only the outside walls and then complete the other work in phases. There was discussion regarding finances but the Board was in agreement that this is a project that needs to be started. After further discussion, Jim Hackney moved that we build the new building in phases and begin the first phase as soon as possible, seconded by Tim Huff, 6-0.

There were no other Committee Reports.

#### NEW BUSINESS:

Adam recommended that the discussion of a salary adjustment for the Course Manager be postponed to the July meeting. He distributed Performance Forms to all Board members to fill out and return to him before the July meeting.

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

Submitted by  
Garry Church, Secretary

The next regularly scheduled meeting will be Thursday, July 9, 2015

