

BRIARBROOK COMMUNITY IMPROVEMENT DISTRICT

MINUTES OF SEPTEMBER 10, 2015

Howard Smith called the meeting to order.

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

Tim Huff moved and Jim Hackney seconded a motion to approve the Agenda, 6-0.

Tim Huff moved to approved the corrected Minutes of August 13, seconded by J B Brown, 6-0.

TREASURER'S REPORT:

Bob and Mark presented the Treasurer's Report. There was discussion concerning current financial procedures and how this information can best be reported. This will be discussed more at future meetings. Fund Balances were reported as follows:

| | |
|-------------------------------------|-----------------------------------|
| SMB Operating Acct- | \$ 131,587.40 |
| SMB Debt Service Account- | .81 |
| SW Trust Co. Assessment Fund- | 133,736.28 |
| SW Trust Company Debt Service Acct- | .08 |
| Cart Path Fund- | 17,945.74 (plus \$2,485 transfer) |

Bob McAfee moved to approve the Treasurer's Report, seconded by Tim Huff, 6-0.

MANAGERS' REPORTS:

Mike indicated that there are repairs needed on some of the kitchen equipment. There was discussion regarding Mike's status as a Contract Employee. He said that his auditor will talk to the Board about how this should be handled. It was suggested that Toby be asked to sit in on this discussion. Mike reported that he was going to purchase the NFL TV package and would split the cost with the Board.

Mark reported that Lonnie is trying to finish up the cart path on #8 but has been delayed due to wet weather. The plan is to start next on #2 and pour a new path between the two tee boxes and extend it to the red and green tees. He indicated that the total number of rounds played is down this year but tournament participation has been good. Membership is still around 214. It was decided that he should include the membership total in his Board Briefs. Mark reminded Board members that the golf cart lease is due to be renewed soon.

OLD BUSINESS:

Following the discussion about security recommendations, Tim Huff moved to implement the

recommendation regarding employee training as soon as possible, seconded by Bob McAfee, 6-0.

Howard distributed new employee evaluation forms. There were some suggestions for improving the forms. Tim Huff moved to approve the revised forms, seconded by J B brown, 6-0. The revised forms will be brought back to the October meeting for final approval.

Howard also presented new By-Laws revisions for discussion by the Board. These changes include provisions for a Vice President and a Clerk Secretary. These revisions will be presented in October for additional discussion and a second reading.

COMMITTEE REPORTS:

J B reported that two bids had been received for the new Maintenance Building. One was from Jim Butler and the other bid was from Morton Buildings, Inc. These were briefly discussed and it was decided to have J B review the bids and specs and then send out copies to all Board members. A special meeting will be called next week to decide whether or not to accept one of the bids. The Board was told that Ray Schmidt is cleaning up and leveling the area next to the old building where the new building will be located.

Jim Hackney told the Board that a new shelf for the Club Historical Folders has been completed. He suggested that a Historian be appointed to maintain these folders and to add new information.

Howard indicated that new flyers had been distributed to Ward 3 residents this week. The Social Committee is actively planning new activities. He plans to meet with Marcus Patton next month to discuss plans for increasing memberships.

NEW BUSINESS:

Jim presented information regarding insurance renewal costs. The Directors and Officers insurance for this year will be \$2,150. The bids for other insurance costs were: Public Liability and Officers - \$2,305, Main Insurance - \$12,928, Umbrella Policy - \$2,184. Tim Huff moved to accept these bids, seconded by Jim Hackney, 6-0. It was suggested for the coming year that cart owners provide proof of insurance when paying their cart fee.

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, October 8, 2015

BRIARBROOK COMMUNITY IMPROVEMENT DISTRICT

SPECIAL MEETING MINUTES OF SEPTEMBER 16, 2015

Howard Smith called the meeting to order.

ROLL CALL:

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

BUILDING BIDS:

The bid from Morton Buildings for labor and materials was \$53,627
The total bid from Jim Butler for labor and materials was \$38,757

After discussing the bids, the Board decided to accept the Butler bid for labor (\$19,600) plus additional costs for three doors (\$2,524) and concrete (\$3,456) for a total of \$25,580. The CID will purchase the other construction materials for a cost of \$19,157 plus \$1,500 for a building plan which will bring the total construction costs to \$46,237. Jim Hackney moved that the Board accept this total amount for the new building, seconded by J B Brown, 5-1, with Tim Huff opposing the motion. The projected completion date for the project is November 15, 2015

Tim Huff moved to adjourn the meeting, seconded by Adam Greek, 6-0.

Submitted by
Garry Church, Secretary