

## BRIARBROOK COMMUNITY IMPROVEMENT DISTRICT

Thursday, December 14, 2017

### Minutes

1. The meeting was called to order by Ron Spencer, All members were in attendance: Bob McAfee, Mike Saale, Jim Hackney, Ron Spencer, Elbert Smith, Jason Teeter, and Tammy Thomas. Tammy Thomas and Ron Spencer kept notes for the minutes of the meeting in the absence of Michelle Margeson, BCID secretary.
2. The agenda was approved with a motion by Tammy Thomas and seconded by Elbert Smith with two additions: 1) New Business: b. Buzz Ball proposal for leasing the restaurant and 2) New Business: c. insurance for employees
3. Public Comments:
  - a. Brian Northup public comment was about the audit. President, Ron Spencer supplied him with the letter of understanding from Mense CPA.
  - b. Forest Noah gave us a list of questions in which Ron Spencer will work to answer and get back with him.
4. The minutes from November were approved with a motion by Jim Hackney and second by Jason Teeter.
5. Financial Reports: The financials were approved by a motion from Mike Saale and seconded by Jason Teeter.
6. Reports:
  - a. Restaurant: During the financial reports, Mark presented what was owed in total by Mulligans, Mike Tracy. The total was \$26,394 and we estimated that the remaining inventory was worth approximately \$6,000, leaving a total of \$20,394. Jim made a motion to contact an attorney and seek legal action against Mulligans. This was second by Tammy Thomas. Motion approved by all members.
  - b. Course: Discussion of two items in arrears that need addressed. A \$2,000 bill from Neosho Pool and Spa, Jason Atherton that is 5 years old and approximately \$1,500 or more from Mediacom that we need to invoice concerning the digging of our sprinkler system. Mark will follow through with contacting and getting these funds collected. Tammy motioned and Elbert second to follow through with invoicing the two bills above. Motion carried.

Mark presented the board with a list of "Winter 2017 – Spring 2018 Projects". Discussion of sprinkler system issues, chemical applications in a timely fashion to prevent the crab grass problem, get the eye sore fire damaged equipment hauled off and clean up. Several other projects will be addressed according to the project list. Tammy Thomas asked Mark for the list of items discussed with Steve McKenzie.

7. Old Business:

a. Carpet Issue – Mark brought samples of commercial carpet for the restaurant and nonskid laminate for the bar area. The board approved to move forward by a motion from Tammy Thomas and seconded by Elbert Smith.

b. Financial Audit – President Ron Spencer provide the board members with a letter from The Mense CPA Firm, LLC to confirm their service for providing our upcoming audit.

c. Status of Restaurant Lease - We will need to make the decision soon

8. New Business:

a. David and Tiffany Graves presented a proposal to lease the restaurant.

b. Buzz Ball presented his business plan and proposal to lease the restaurant.

c. Ron presented the board with information concerning health insurance for full time employees.

Tammy Thomas made a motion to go into executive session to discuss personnel matters. Seconded by Jim Hackney, motion carried.

9. Meeting Adjourned

Respectfully submitted by,  
Tammy Thomas for Michelle Margeson