

BRIARBROOK COMMUNITY IMPROVEMENT DISTRICT

JANUARY 11, 2018

MINUTES

1. The meeting was called to order by Ron Spencer. Tammy Thomas, Jim Hackney, Bob McAfee, Ron Spencer, Mike Saale, Elbert Smith and Jason Teeter were present.

2. Motion to approve the agenda was made by Tammy Thomas and seconded by Jason Teeter. 7-0

3. Public Comment:

Tim Old: Asked about results for the audit from Mence CPA answered with it is not completed yet. Also asked the board to make sure all accounts were being paid in a timely manner and none were in arrears. He believes there are some that are. Asked about the Mediacom claim that they owe us for damage to our sprinkler lines. He is also concerned with how, when and what type of light duty maintenance equipment is being purchased. Tim asked what the security procedures were for credit card readers at the club. He also asked if the Board was aware that we have a convicted child molester as a member of the club and should notice of this be given to other members? Tim is also concerned about what the ethical expectations or policies are required by the board concerning management and or employees.

Rita Noah: Asked about conditions of the new lease for the restaurant and where minutes could be found on the website.

4. Minutes for the December 14 regular monthly board meeting were approved by a motion from Tammy Thomas and seconded by Jason Teeter. 7-0 Minutes from the December 30, 2017 Special Meeting were approved by a motion from Jason Teeter and seconded by Tammy Thomas. 7-0

5. Financials were discussed and approved by a motion from Tammy Thomas and seconded by Elbert Smith. 7-0 Tammy Thomas has also talked to Judy Kohler CPA about getting the financials in a more understandable format and would like to see the board move towards having a CPA take them over.

6. Reports

a. Restaurant—Mark Tackett: Bar and restaurant are breaking even for its limited hours. Carpet and vinyl will be delivered Monday and should be installed by 2/1. Mark also has a bid coming for positive air flow in the kitchen. The walk in cooler has been repaired and the heater had to be repaired. Mark says the kitchen is looking very clean. Jim feels like there will be another \$2000 in expenses to get the kitchen in ready working order for the lease takeover.

b. Course—Mark Tackett: It's frozen. He is talking with the wildlife and conservation dept. about the continued problem with geese. He is looking into several safe ways to repel them. Tim Old suggested the Health Dept. could possibly be of help. They are also picking the parts that could be used off of the old equipment before Drew hauls them off. The sprayer is having a

foamer installed on it. This will be cheaper than using color. New rollers were installed on the 522 Rough Unit. The fairway mower had a leaky seal. Jacobson picked it up, repaired it and then delivered it back. We have a 3500 side winder mower that was totaled in the fire but still works. Mark would like to know if insurance covers the use of it. Mark said the club does have a chainsaw and he will purchase a pole saw tomorrow.

7. Old Business:

- a. Carpet Issue: Please see Restaurant Report
- b. Mence CPA audit will be done by March 1.
- c. Will or cannot offer insurance because not enough employees are interested.
- d. Mark provided a list to the board about things he discussed with Steve McKenzie.
- e. Mr. Noah was given a list of answers to questions he asked in last month's meeting.
- f. Mulligan's: Ron Spencer spoke with an attorney and the attorney felt that the cost to us would be \$5-7,000 to seek action and could be higher. He did not feel we would have recourse that even with a judgement we wouldn't be able to collect payment. An invoice will be sent to the Tracy's and we will hope they honor their debt.

8. New Business:

- a. By-Laws: Tammy Thomas is working on updating and revising them and will have a draft at the February meeting. She also gave board a proposal for updating public comment rules. She will be compiling a handbook for board members and public access. She gave a rough draft of handbook to board member. She is also working on a new member packet and updating email lists of members.
- b. Mediacom: Mark has been in contact with them. He is sending them an invoice where it will be submitted to their claims dept.
- c. Questions for the Harvey's: They would like to change the entrance/exit from kitchen at their expense. Motion to approve made by Jason Teeter and seconded by Jim Hackney. 7-0 They would also like to add a larger doorway between restaurant and banquet room. This will be discussed at next meeting.

9. Jim Hackney motioned and Jason Teeter seconded to move into executive session to discuss personnel issues. During this Michelle Margeson let the board know she would be moving at the end of May and the board would need to find a replacement for her clerk position.

10. Adjournment

Respectfully submitted by Michelle Margeson, board clerk

