

# Season's Trace Rec Meeting Minutes

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**March 6<sup>th</sup>, 2019**

Call to Order at 5:05 PM

Present: Drew Archbald, Pat Branch, Ed Robbins, Tricia Sorrell

Meeting minutes : The meeting minutes from the last meeting will be read in the next meeting. They were taken on a different computer and Tricia forgot to bring the other computer. There was not much to report since we were waiting for the financial reports from Brooks, but we did add a new rec board member and we discussed some community clean up ideas.

## Financial Report

Ed Robbins presented the financial report covering 1/1/2018 to 12/31/2018. The board spent considerable time going through the financial report. We noticed several discrepancies over amounts that we know should have been paid that were not showing up in the report anywhere. In particular, Ed mentioned there was one payment short to landscaping. Tricia mentioned winter maintenance on the pool had not been paid from Sept through Dec. Also, the payments for the pump and chlorinator were not shown, and neither were the transfers of the reserves from multifamily and single family to cover those costs. Maybe those transfers/payments occurred during 2019? Ed will get the information from all accounts from the bank and report back at the next meeting.

The balance sheet ended at just over \$7000, but the bank account reconciliation was around \$4000. We are not sure about the difference, other than maybe some payments have come out in January/Feb that have cleared the bank but we don't know what they are for or where they are to because we did not receive any accounting for 2019 yet. Ed will contact Brooks to get copies of Jan/Feb accounting.

The board has decided to draft a letter terminating the contract with Brooks Realty effective August when the new contract year would begin. We will discuss accounting options at the next meeting. Pat already have several bids from various individual accountants in the area that we discussed at a previous meeting.

## Pool Report

High Sierra contacted us regarding year three of our three- year contract. The wage cost for lifeguards has dramatically increased due to the new regulations involving J-1 workers. High Sierra was requesting an addendum to the last year of our contract in the amount of \$3000 to cover the wage increase. We know our negotiations for the 2020 pool season will include a large increase, however we were not prepared for such a large increase for the 2019 pool season. Tricia proposed to High Sierra that we reduce the pool hours through the week until school lets out for the summer, and we would only open from 4 to 8 pm Mon through Fri (something the board tried to set up for last pool season to try and reduce our costs). High Sierra determined that we could reduce the pool hours until school let

out AND we would need to reduce the opening/cleaning of the pool from two lifeguards to one to wipe out the \$3000 additional charges. Tricia mentioned we would expect the lifeguards to clean more when they do not have residents at the pool, and High Sierra agreed they could be expected to do more. The board agreed to these changes to save the money for this pool season.

### **Landscaping**

Pat Branch signed the Virginia Grounds contract extension for 2019. The contract amount is \$3042.66, paid in 12 monthly installments of \$253.56. A breakdown of the services per month was provided.

A tree blocking the entrance to the storage lot was cut back by Double J Hauling at no cost to the rec assn.

### **Storage Lot**

Pat reported that most of the items were up to date in the storage lot. There were 4 prior applications that she did not hear from residents concerning the charges for 2019. Pat will determine whether there are still items from those households in the storage lot, and if so, will send certified letters to the residents that if they do not pay their fees the items will be towed.

The board will convene for a working session next Wed, March 13<sup>th</sup> at 5 pm to finalize the 2019 budget utilizing all of the financial information from Brooks and the bank information Ed will obtain this week.

Motion to close meeting at 5:56 PM