

FPHRA Board Meeting Minutes  
July 17, 2018

The meeting was called to order at 7:05 pm at Nate Christensen's house.

Roll Call

In attendance: Nate Christensen, Sarah North, Amy Stivers, Sherry Serna, Leslie Hakze, and Jeremy Fix. Neal Carter was absent. A quorum was present.

Minutes from last meeting:

- Nate approved the minutes from our last meeting in June. Sarah seconded. All were in favor.

Owner's forum and comments:

- No home-owners were present.

Financial Report:

- We are over budget on the pool, mostly because of repairs and updates, but other than that everything else is similar to last year.
- Utilities are higher this year for Xcel and water. The water is concerning because it's significantly higher. Discussion on whether there is possibly a leak in the pool that we need to find. Nate noticed some surface cracks in the pool, but we don't know if these go deeper. It's also hotter and dryer this year so we're watering landscaping more, but this may not be the sole reason for the increase in water usage. Jeremy will have Landon from Perfect Pools look at the cracks to see what's going on.
- We're getting more money in transfer fees now with incoming home owners. We haven't seen the benefits yet of our self-accounting because we had to pay the fees for the use of QuickBooks, but we will see more cost benefits later in the year.
- Neal will be taking over accounts receivable/payable. We haven't discussed whether Nate will continue to write checks???

Pool Report:

- Sherry reports we should look into getting cement bases for the umbrellas. One day, an umbrella flew out of the stand and hit someone at the pool. Sherry contacted J & S Construction, the company that did the bathroom remodel at the pool this year, to get estimates on how much it will cost to put umbrella holes for stands into the concrete around the pool. The estimate they gave was \$2900 for the 11 holes for the umbrellas. They will come with a system to fasten the umbrella securely in place.

Beautification Report:

- Leslie reports that the lifeguards are complaining that there are earwigs all over the lifeguard chairs for some reason. When they are sitting there on duty, they have to constantly brush them off of them. Jeremy said that we can spray at night with the bug

spray we've used for other insects. It's kept in the supply closet at the pool. Otherwise, we could look into the company that sprayed for the spiders/mites a few years ago.

- Leslie called Weed Wranglers to spray the weeds on the section between the firehouse and Detroit. It hasn't been done yet.

#### Social:

- Need to decide on the date of Oktoberfest. The band cannot do the weekend of 9/15, so rather than make it even earlier on 9/8, we decided 9/22 would be a good weekend for Oktoberfest. Leslie will alert the band.
- With closing the pool Labor Day weekend, we could plan to have the dog swim at the pool on the following week and have the fishing pool on that following weekend 9/8, if possible. Bob Ordonio is contacting the Division of Wildlife to see if the fishing pool is still possible to do. They help us with stocking the pool with fish. We can do the dog swim a night during the week (maybe Thursday) and have the fish pool on the Saturday. You have to give a certain amount of time for the water to lose the chemicals before the fish can be stocked. For the dog swim, we can have different sized dogs go at different times. For the fishing, we could have ages 12 and under to start and after a certain amount of time, let others join in. Jeremy suggested we do a Sign-up Genius for people to help with cleaning/gutting the fish, helping with baiting hooks, etc. We will wait to hear from Bob if we can do this.

#### Communications:

- No new business to report.

#### Old Business:

- Ben Kristopeit is looking for another contractor for the sign. He hasn't communicated anything to Nate yet.
- Angela (Nate's wife) came up with a sample welcome packet. It cost less than \$30 for everything in the bin with things that a new home owner might need. Papa Murphy's will donate coupons.
- We need two baskets for the two new owners right now. Sarah will print out brochures and give to Nate tomorrow. Angela will create another basket and get them delivered to the new owners when they move in.
- Sherry did call a company about having Forest Park key lanyards made, but she hasn't heard back. Not sure if they are out of town or her contact doesn't work for that company any more. She will continue to try to explore companies and cost.
- We discussed that we should include information in the welcome packet on how to sign up for electronic statements. Also include the pool key card acknowledgement form so new home owners can sign that. We need to update this form to say you will pay \$20 for replacement cards because the original document says it only costs \$5.

#### New business:

- Review of the assessment collection document dated 2014. We need to decide what the document should say—what’s out of date and what needs to be added. There are some discrepancies between the document from 2009 and the updated version from 2014. The document from 2014 says that it supersedes the 2009 document.
- Change the first item from reading “monthly assessments” to the language in the 2009 document, which reads, “Payments of one-fourth of the annual assessment are due June, September, December, and March...”. We will also add something about the pool key cards to indicate when they will get turned off if dues are delinquent. This can all be included into item 2.1.
- Everything else in the document can stay the same because this is only a document that superseded the “assessment collection rule” document from 2009. We should look at updating the 2009 document, article one, item 15 which states that dues are due on the 10<sup>th</sup> of each month. We can put dues are due the 1<sup>st</sup> of the month and considered late at the end of the month (30<sup>th</sup> or 31<sup>st</sup> of the month).
- We need to find someone to do our taxes. Jeremy has a contact for a CPA that he can send to Nate. Sherry will also send two contacts to Nate. We believe our taxes are due at the end of our fiscal year, which is September 30.
- Amy will draft updates the assessment collection rules document to address the above information and send a draft out to the board to vote on at the next meeting.

Meeting was adjourned at 8:04 pm.

Next meeting:

August 14, 2018 7 pm at Nate’s house