

FPHRA Board Meeting
October 10, 2017

The meeting was called to order at 7:02 pm at Nate Christensen's house. In attendance: Nate Christensen, Sarah North, Jeremy Fix, Amy Stivers, and Allan Myer. A quorum was present.

Minutes from last meeting:

- Jeremy moved to approve the minutes from September. Sarah seconded and all were in favor.

Pool Report:

- Perfect Pools winterized everything, Jeremy drained the sprinkler lines and changed the lock combo. Everything should be shut down for the season.
- New epoxy in the girl's restroom will be done in the spring.
- Removed more chairs on clean-up day that were old/damaged.
- Jeremy will get a quote for more chairs for next year to replace the 8 tall and 8 short chairs we threw away.
- Jeremy and Landon (Perfect Pools) looked over the pool for any cracks and neither found any.

Beautification Report:

- Sherry reported to Sarah prior to the meeting that Kathy Turley said the city of Centennial will take care of the tree branches down on Jamison Ave in the median. There are very large branches blocking the roadway that broke off after the snow storm this week.

Social:

- Amy Stivers wants to bring back the Turkey Trot this year. This was an unofficial neighborhood event in the past. She will send Sarah the email to send out and will create and send out the Sign-Up Genius to get people to donate goodies or help with set-up, take-down, and race support. She will talk with Shante Dallapiazza to see if she wants to help plan again.
- Ask Logan Snyder if we'll have the Parade of Lights this year—another unofficial Forest Park event in early December.

Communications:

- Website—promote this at the annual meeting, show with projector
- Still need to get some residents email addresses for notifications

Old Business:

- Annual meeting planning continues

Financial Report:

- Continue to make updates with our record keeping—moving more to online/electronic
- Nate has called all companies we pay bills to in order to update our address to the pool mailbox. He didn't have a contact for Perfect Pools, but Jeremy has that so he can get that to Nate to give them our new address.
- Allan reports there are 13 late dues currently. He will be sending out late notices.
- Our dues income for the year is right on target according to the budget.

New business:

- Blue Fins pool memberships—2010, 2012, minutes outlined the payment structure for the swim team pool memberships. It showed that Forest Park HRA gets \$1,000 for pool memberships and the swim team gets the rest of the funds from any extra pool memberships they sell (for swim team families that do not live in Forest Park to be able to use the pool for the season). But, we haven't done it that way for the past 3 years. Last year, we didn't give the Blue Fins any money for the memberships, this year they sent us \$1,000 for the memberships. Jeremy thinks we should just write an agreement up and add it to the pool rules and the website. Since we owed the swim team \$1,000 last year and they paid us \$1,000 this year, Nate proposed that we just shred this current check and call it even with Blue Fins. Moving forward, we need to have this structured on who Blue Fins pays, is it paid directly to the HRA or is it paid through Blue Fins online site and they cut a check to Forest Park? Jeremy can talk to Bob Ordonio from Blue Fins to find out how they would like to handle this. Write a Memorandum of Understanding between the board and the swim team—attach to the pool rules and the website. The memorandum can outline that the board receives \$1,000 and the extra funds would go to the swim team with the agreement that they spend that money for items used by the pool and the swim team for swim meets (i.e., equipment, lane lines, blocks, etc.). Allan would like to write the Blue Fins a check for last year and keep the current check for this year to keep a correct paper trail. Put in memorandum that the \$1,000 is due from the swim team to Forest Park by a certain date. Bob and Jeremy will write up a draft of this agreement and send it out to the board for review and approval.
- The Forest Park board should ask the Blue Fins to share an annual contact list for their board so we know who to contact. For now, Bob Ordonio is in charge. Establish how the communication between boards should happen moving forward. Allan says we should also have a copy of the insurance policy for the Blue Fins and the federal ID # for their organization.
- Need to set a date for the annual meeting and Allan needs to send out the notices to residents. These notices have to be sent out 15-35 days before the annual meeting, so we're running out of time.
- Nate asked about the agenda for the annual meeting—similar format with sections to current monthly agendas, each member gives a brief summary of the year in review
- Ask the church about getting a projector to use, show the website, present agenda items
- Allan will include a proposed budget to share at the meeting, including the new SEMSWA amount we will be charged each year.

- Any use of reserves for capital expenditures should be presented and voted on at the annual meeting
- Ben Kristopeit gave Allan a proposal for new signs (2 options), which he shared copies of with the board. One sign is stone, the other is metal. The metal sign was less expensive, but it looked more like a parks and recreation sign than a neighborhood sign. The stone sign was more expensive, but looked nicer. Some board members thought the stone sign cost was pretty reasonable compared to what we thought it would be.
- Jeremy will talk with Ben Kristopeit to see if he'd like to be the one to present information at the board meeting. He'll also discuss forming a committee to discuss the sign—maybe Ben Kristopeit would even like to be involved in that with his experience.
- Ask for a vote at annual meeting to use reserve funds to cover costs of new signs at Fillmore and Detroit entrances
- Keep \$25-30,000 in reserve for any emergencies, especially with the pool.
- Operating costs for this past year were \$74,000, and we were budgeted for \$76,000 so we came in under budget. We have about \$75K in reserves, so if we kept 25K for any emergency expenses, we'd still have \$50,000 available to use from reserves.
- Allan says we should always be increasing dues by 5% each year to continue to build up reserves.
- The board feels it would be difficult to promote an increase in dues this year, but this should be discussed for next year.
- Nate will contact Santa Fe Stone to find out about what they could do for a sign with a big boulder where they carve/engrave neighborhood name on the rock. See if that could be a 2nd bid. Also, ask Ben Kristopeit for a 3rd company to have 3 bids
- The minutes from last year's annual meeting need to be sent out with the notice of meeting. Sherry has them recorded, but may not be transcribed. Sarah will reach out to her to see if she can get them done by 10/20/17 in order to get them out to the residents.

Meeting was adjourned at 8:08 pm.

Next meeting:

November 14—next meeting, prepare for annual meeting and the turkey trot. Review budget and agenda items for the annual meeting.

Annual Meeting, set for either November 28 or 29—need to finalize date after speaking to the church—Sherry will ask this Sunday with a 7 pm start time for the meeting