

IPVA Board Meeting – 6/5/2019

Attendees

- Gary Lewis
- Michael Caughlin
- Mike Klassen
- Beth Lange (Coopers)
- Kevin Koplín (Coopers)

Agenda

- April financial review
- Golf report
- June 22 special meeting
- Golf sprinklers
- Clubhouse roof
- Street signs
- ABC Policy
- Greer Sullivan Proposal
- Timbers Discussion
- Audit engagement letter

Meeting notes

- Gary called the meeting to order at 9.07AM
- Gary covered the agenda
- Sandee called in sick.
- Tryge was unable to make it, but texted points for board consideration
- April Financial Review – Mike C
 - o Cash position 74K from last year (11%)
 - o Acct Rec are up. Last year < 200, this year at \$6K. Mostly because of snow payments
 - o 1 home are delinquent
 - o Timbers has paid \$2500 of their \$5K for water
 - o Operations
 - P&L Yr to date 26,500 profitable, last year was negative appx \$8K
 - o Snow
 - Snow profit is \$17K
 - We will need to do some maintenance that will pull this down by \$10K. Tool Cat and the big blower maintenance
 - o Garbage
 - Separate accounting
 - Through April, income ~13K, expenses ~\$4k,
 - \$1.4K was moved from garbage to reserve for the trash container
 - \$750 was moved from garbage for mileage
 - \$2,032 was labor which was budgeted at \$1100.
 - \$6,800 remaining amount
 - The platform was built with moneys from previous assessments.
 - o Golf
 - Through 6/4, 12.4K revenue. Last year it was \$18K. Mostly is weather.
 - National Golf federation – 4.5% down for the country. Attributed this to the weather

- Additional 2 payrolls in May. Last year it was done in June
 - -7K is projected for May
 - Last year we were \$36K negative in June, this year \$39K
 - Clubhouse
 - 14K negative this year, last year was 9K.
 - Installed carpet and miscellaneous work this year
 - G&A
 - -46K last year, -41K this year.
 - Removed garbage and snow from G&A which accounts for the Y2Y difference
 - Water
 - 10K positive this year, 2K positive last year
 - 5K came from Timbers which accounts for most of the difference
 - Overall
 - Last year 1.6K negative, this year 19K positive
 - Snow was up
 - Assessment raised 6%
 - Unspent garbage money
 - Cash position - 684K this year vs 630K last year Cash position is 54K better than last year
- Golf
 - Same staff returning, so no training required
 - Mikes reviewing transactions and things are running smoothly
 - Dan believes the equipment is good for the year.
 - Working on getting water turned on, which is a lengthy process and risk
 - Proshop was significantly changed. Opened it up and added more snacks and cases for golf balls and clubs. MikeC acquired clubs and balls for sale.
 - Merchant discount (credit card company) did not reduce rates as agreed. MikeC is threatening to move business if we do not get reduced soon.
 - Added Premium charge for weekends and holidays to increase peak revenue in peak times
 - \$11K projected from these changes
 - Green Committee meeting
 - Good participation. The committee plans to
 - Put up signs at Robins Roost
 - Cut trees in front of the sign on the corner
 - Fix the sign out on the north side of town
 - Plan to get sponsorship from business (200) to have sign on each hole. Nate will be going to the businesses. Craig Griffith is creating the signs.
 - Green Committee Expectations
 - Have to play golf
 - Friends of the golf course and promote the golf course
 - This can be a makeup of home owners and community
- June 22 Special Meeting
 - Voting to date 7 for 0 against on fed tax vote
 - Agreed on agenda
 - Welcome
 - Financial year to date and audit
 - 2018 fed tax vote
 - Garbage update
 - Planned maintenance activities
 - Clubhouse siding

- Sept elections
 - Agenda item Clubhouse siding will need a board meeting to discuss what will be said. Gary will set up
- Audit Engagement Letter
 - Tax liability discussion with Kevin
 - 2018 tax revenue 37,938
 - Golf course was profitability with non-member income
 - Options
 - Pay the ~\$10K tax
 - Refund to membership
 - Defer the tax liability (requires a vote)
 - Recently, IRS ruled that board cannot move these amounts straight to reserve. If the members vote to defer, then board can move to reserves
 - What are the options to reduce the tax liability
 - Should we treat the Golf Mgmt like we do water and charge it back
 - Charge the depreciation of golf equipment back to golf
 - Need to make sure it is consistent with the decision, but both of these are reasonable
 - These are reasonable, just need to document the fundamental basis for the numbers and then discuss with the Mike the Auditor
- Golf Sprinklers
 - We are not going to spend money on the sprinklers until we hear from the Toro rep on our risk if we do nothing.
 - Gary will set up a meeting with the Toro Rep to help the board understand the risks associated with sprinkler heads and the controllers.
 - Can we get old parts
 - What is the expected life expectancy of the sprinklers/controllers
- Club House Roof
 - North end of clubhouse roof fell down.
 - When repairing the roof, discovered that the edge of the roof has rotted out, plywood is rotted out. The I-joice is not rotted out
 - We are not sure of damage but believe over the deck 6-8 feet is an issue.
 - We are getting a bid on what it will cost to fix 12 feet by 32 feet
 - We are anticipating 10-20K
 - This is a must do.
 - **VOTE ON FIXING Club house roof**
 - MikeC makes a motion to approve up to \$20K to fix the roof
 - MikeK seconds the motion
 - All three attending members vote yes.
- Street Signs
 - Had a discussion amongst attending members decided to Table/Defer the discussion until all members present
- ABC Policy
 - The original policy did not agree with the By-Laws. The new policy has the exact verbiage as the by-laws for the delinquency data and collection fees assessed.
 - **VOTE TO APPROVE CHANGES TO ABC POLICTY**
 - MikeK makes a motion to approve changed verbiage
 - MikeC seconded

- All attending members approve
- Greer Sullivan Proposal
 - Greer did not provide the requested information (Menu and agreement to the contract provided), so no vote was taken.
- Timbers Discussion
 - The board agreed that reaching out to the Timbers management is a reasonable next step to determine how we can work closer together. We need to be good neighbors.
- Audit Engagement Letter
 - **VOTE TO Continue to use Cooper Norman as accounting firm and Forrester and Evans as legal Council for calendar year 2019**
 - MikeC makes a motion to approve
 - MikeK seconds motion
 - All approve
 - **VOTE To hire Mike Fitzgerald and associates as the CPA and Tax preparer and Gary to draft documents for this fiscal year 2019**
 - MikeC makes a motion to approve
 - MikeK seconds motion
 - **All approve**