

BELLA VISTA VILLAGE PROPERTY OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
July 20, 2017 6:30 P.M. BELLA VISTA COUNTRY CLUB

BOARD MEMBERS PRESENT: Chairperson Ron Stratton, Directors Bruce Portillo, Patrick Laury, Ruth Hatcher, John Nuttall, David Brandenburg, and Jim Abrahamson.

BOARD MEMBERS VIA TELEPHONE: None

BOARD MEMBERS ABSENT: Director Josh Hart

PROXY: Director Nuttall held proxy for Director Hart

OTHERS PRESENT: Chief Operating Officer Tom Judson, Treasurer & Director of Finance and Administration Dwain Mitchell, General Counsel Doug McCash, and Corporate Secretary Kyndall Ardoin.

I. CALL TO ORDER

Chairperson Stratton called the meeting to order at 6:30 p.m. There were 5 members in attendance, as well as one media representative.

II. PLEDGE OF ALLEGIANCE

III. INVOCATION - Pastor David Hadsell from the Bella Vista Wesleyan Church gave the invocation.

IV. CELEBRATING SUCCESS

Cindy Bassett, Director of Human Resources, recognized Gil Rodriguez and Kelly Sigman for their work in the Human Resources division at the POA.

V. APPROVAL OF MINUTES

Director Abrahamson made a motion to approve the minutes from the June 8, 2017, Work session seconded by Director Nuttall.

The minutes were presented for discussion. There was no discussion. The motion passed unanimously.

Director Hatcher made a motion to approve the minutes from the June 15, 2017, Regular session seconded by Director Laury. The minutes were presented for discussion. There was no discussion. The motion passed unanimously.

VI. FINANCIAL REPORT BY DWAIN MITCHELL, TREASURER

Treasurer Dwain Mitchell gave a report on the year-to-date financial reports for June 2017. (Financial Reports are available at <https://bellavistapoa.com/about-us/financial-reporting/>)

VII. RESPONSE TO PREVIOUS OPEN FORUM COMMENTS

Director Stratton reviewed the response that was given to Debbie Sorensen regarding the card players of Bella Vista. He stated that Mr. Judson met with approximately 30 members of the card playing community and came to a conclusion that was satisfactory to the group.

VIII. OPEN FORUM

None

IX. JOINT ADVISORY COMMITTEE REPORTS

(A) Lakes

Director Nuttall reported on behalf of the committee. The committee is full and has recently elected officers. Matt Champagne is the new Chairman of the committee. Kelly Austin is the new Vice Chairman. The report included the success of the Lake Rangers boat registration checks, an update on the Beach at Lake Avalon and the Loch Lomond fishing dock. Director Nuttall also reported that the committee is continuing to gather information on wake boats and plans to submit a recommendation to the Board after their research has concluded.

(B) Recreation

Judy Griffin reported on behalf of the Recreation JAC. Mrs. Griffin recounted on the reservation process for card players at Branchwood, the completion of the improvements to the gun range, the hiring of a new attendant at the gun range, and the continuation of the opening of the Riordan Hall pools in the evening from 6:30 to 8:00 p.m. Mrs. Griffin stated that the committee will be submitting their recommendations for the 2018 budget in the coming JAC meeting in September.

(C) Golf

Bill Barr reported on behalf of the Golf JAC. Mr. Barr updated the Board on ongoing operational maintenance projects. Other topics reported included: the USGA Agronomist will be presenting to the Golf Committee on August 9th, the USGA ratings of Scotsdale and the Country Club, and the expansion of Get Golf Ready program in 2018. Director of Golf Operations, Phillip Wright, prepared a new sign up process for golf groups and will present this process to the groups in August. The committee unanimously accepted his proposed changes to the process.

(D) Young Residents

The Young Residents JAC did not meet in July.

XIII. OLD BUSINESS

None

XI. NEW BUSINESS

A) Appointment of an interim Board Member

An Interim board member who will fill the current vacancy and will serve until May 31, 2018.

The Board posted an open notice to apply for the position and three candidates applied and were interviewed. Property owner David Whelchel was selected to fill the vacancy.

Director Hatcher made a motion to name Mr. Whelchel to the temporary position on the Board of Directors, seconded by Director Abrahamson.

The motion passed unanimously.

B) Six-month employee benefit plan review

Mrs. Cindy Bassett presented changes made to the employee benefit plan. At the six-month benefit plan review the Association is currently \$296,000 under budget on the Employee Benefit Plan for 2017 and \$254,000 under, compared to the prior year benefit plans.

C) Proposal to change the timing of the board meeting schedule by one week – FIRST READING

This proposal will lead to a revision to Policy 1.07. The meetings will be moved back one week in the month to give the accounting department time to generate “preliminary” statements for the multiple Association departments. The wording in the policy will take out the stipulation of the third Thursday meeting and will read *“Board meetings are called in accordance with the provisions of the Bylaws, Article VI, and Policy 1.01. The Board will normally hold its regular meeting at least once each month on a day and time to be set by the Board in order to address general business and take action as necessary.”*

Director Laury made a motion to accept the proposal to change the timing of the board meeting schedule, seconded by Director Abrahamson.

The motion passed unanimously.

D) Proposal to shift capital funds on three projects

Mr. Judson proposed the shift of funds for three capital projects. All three projects were planned for 2017.

- The Metfield Park Restroom- \$64,000 to be moved from allocations earmarked for ADA projects in 2017. This complete rebuild will make the restroom ADA compliant and all weather.
- The Upper Restroom at Blowing Springs-\$49,000 to be moved from the ADA allocated funds in order to make this restroom ADA compliant, all weather, and add shower facilities.
- RV Park Entrance Building Renovation- \$20,000 from the remaining ADA allocated funds to renovate the building. A restroom will be added plus sufficient space for a small convenience store operation.

Director Nuttall made a motion to approve the Metfield Park restroom capital project for \$64,000 with funds coming from the allocation of funds set aside for ADA projects, seconded by Director Abrahamson. Director Hart abstained from voting.

The motion passed.

Chairman Stratton made a motion to approve the addition of \$49,000 to the Upper Restroom at Blowing Springs project and \$20,000 to the RV Park Entrance Building renovation project, with the funds for both projects coming from the approved ADA work in 2017, seconded by Director Hatcher. Director Hart abstained from voting.

The motion passed.

E) Policy waiver request for the cart path project at the Highlands

Mr. Judson asked for a three-bid waiver for the cart path asphalt overlay project at the Highlands. Management has received a bid from Hutchens Construction for \$104,160. Hutchens Construction is the same company that did the cart path work at Scotsdale. Management was impressed with the work at Scotsdale, the completion time line, and the working relationship with the superintendents. As a result of the significant amount of construction and asphalt work taking place in Northwest Arkansas, Management was only able to obtain one bid. This bid is consistent with that bid for Scotsdale.

Director Hatcher made a motion to accept the proposal, seconded by Director Nuttall.

The motion passed unanimously.

F) Policy waiver request for the repair of the damage caused by flooding at the Country Club

Mr. Judson asked the board to authorize a waiver to the three-bid requirement for the repair work project at the Country Club. Keith Ihms, Director of Golf Maintenance, was able to secure two bids: one from Jones Plan for \$88,751 and the other from Pro Golf Services for \$60,315. Pro Golf Services was selected to perform the work.

Director Brandenburg made a motion to accept the request, seconded by Director Nuttall.

The motion passed unanimously.

Mr. Judson updated the Board on the Valley Task Force. The task force will seek three bids for the hydrology study. The city of Bella Vista has expressed interest in partnering with the POA in the study.

XV. ANNOUNCEMENTS

- A) COO/Board Meeting – Thursday, August 3rd at 2:30 p.m. in the Country Club Board Meeting Room. (This is a closed discussion meeting).
- B) Board of Directors Work Session – Thursday, August 10th at 8:00 a.m. in the Country Club Board Meeting Room.
- C) Board of Directors Regular Meeting – Thursday, August 17th at 6:30 p.m. in the Country Club Board Meeting Room.

XVI. ADJOURNMENT

Chairperson Stratton adjourned the meeting at 7:18 p.m.

Submitted:

Approved:

Kyndall Ardoin, Corporate Secretary

Ron Stratton, Board Chairman