

CBHA Minutes June 26, 2018

- I. Call to order and Flag Salute at 7:00 PM
- II. **Rick Gamas nominated to be secretary by Dick Morton and seconded by Mike Cooper. Unanimously confirmed.**
- III. Dick Morton, Margaret DeRochers, Lisa Krupp, Mike Cooper and Rick Gamas board members present. Stephanie Greene unexcused. **Sandi Allen- Dick Morton moved and Rick Gamas seconded to excuse Sandi Allen. Passed- unanimous**
- IV. Member comments. Members wanted an update on the arrival of the new truck (early to late May) and status of "Air, Light, and View." (On-going)
- V. **Mike Cooper moved and Lisa Krupp seconded to approve the May 22, 2018 board meeting minutes. Passed**
- VI. **Mike Cooper moved and Dick Morton seconded to approve the Special Officer's Election Meeting June 12, 2018 minutes. Passed**
- VII. Treasurers Report- Lisa Krupp (see attached report)
- VIII. Committee and Board Member reports.
 - a. **Roads and Storm Water-** Mike Cooper analyzing possibilities of new road projects. Marv Harris and Chuck Toler are on the road maintenance committee.
 - b. **Water and Waste Water-** Dick Morton- Constantly updating facility as needed and funds allow.
 - c. **Marina-** no report. Sandi Allen absent.
 - d. **Architecture-** Rick Gamas. Rick Gamas moved to authorize Dave Malaspino as the Community Site Inspector and John Eller as the Community Fence Inspector for the Architecture Committee. Dick Morton seconded. Passed.
 - e. **Parks and Recreation-** Stephanie Greene absent.
- IX. New Business
 - a. **Approve Margaret DeRochers, Mike Cooper, Lisa Krupp and Rick Gamas as bank accounts signers. Moved by Lisa Krupp and seconded by Rick Gamas. Passed**
 - b. Report on records sorting by Marcia Rugg. Approximately one third finished.
 - c. **Approve language on passed By-Laws from annual meeting. Lisa Krupp moved and Dick Morton seconded to approve language on By-Laws from Annual Meeting. Passed**
 - d. **Lisa Krupp moved and Dick Morton seconded to approve end of year \$44 write off. Passed**
 - e. Chuck Toler- Club house repairs. Still getting bids. Log boom repairs- finalizing bids. Creating updated maps of water delivery system. Nice work team cleaning up corner of SIR and Westwind. Looks great.
 - f. Margaret DesRochers explained the \$2.00 pump fee increase. The 2016 – 2017 fiscal year sewer showed an operating loss of \$ 20,194 and showed 10,220 pumps budgeted. Dividing the loss by the pumps comes out to a \$ 1.98 short per pump.
 - g. Margaret DesRochers made a list of categories and responsibilities for processing possible changes to the Rules and Regulations.
 - h. Sandy Marsh presented a set of questions to the board for further review that will be responded to soon.

- i. Moved by Lisa Krupp and seconded by Mike Cooper to approve the Annual Calendar 2018 – 2019. Passed.
- X. Dick Morton moved to adjourn to Executive Session and Mike Cooper Seconded. Passed 8:42pm.
- XI. Reconvene- 9:45pm.
- XII. Lisa Krupp Moved and Rick Gamas seconded to approve an employee raise. Passed
- XIII. Lisa Krupp moved and Mike Cooper seconded to hire Marcia Rugg for records management in the amount of \$2,000 in the 2018-2019 year. Passed
- XIV. Meeting adjourned at 10:15. Moved by Dick Morton and seconded by Mike Cooper. Passed



Rick Gamas
Secretary

**Treasurer Report
June 26, 2018**

1. Balance Sheet as of May 31, 2018

Operating Funds

General	\$68,579
Marina	\$59,559
Sewer	\$9,320

Total	\$137,459
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Capital Funds (combined)

Total	\$263,907
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2. Profit and Loss Budget vs. Actual Accrual Basis July 2017 through May 2018

General Fund

Total expenses in the general fund are at 89% of budget. As we are now 11 months, or 92% through the fiscal year, this confirms that expenses are within budget. The general fund income is at 98% of expected revenue, which is about \$8,000 less than expected. A few lines in the income section are not generating the estimated income. For example, through May, the income for architecture and permit fees is \$8,000 less than the \$15,000 estimate based on the previous 2 years. Member lien fees and finance charges have generated about \$4,000 less than expected based on previous years. Therefore, it is appropriate to keep expenses about 3% below the budgeted amount, which is the current situation. Personnel Services, the largest expense category, are well within budget at 85%.

Marina Fund

Through May, about \$107,000 has been spent on marina repairs.

Sewer Fund

Expenses in the sewer fund have exceeded income by over \$16,000. The cause of this is sludge hauling and unexpected truck repairs on the Peterbilt and the old white truck early in the fiscal year. Personnel Services is within budget (our drivers), but we have had to pay overtime to the WWTP operator a few times when the plant shut down on weekends which contributes to Contractual Services being over budget.

Capital Funds (combined)

Including the deposit on the new pump truck, capital expenditures through May total \$163,615.