

Minutes from September 10, 2018 Meeting (prepared by Denton Collins)

The meeting was convened by the President, Elroy Carson, at 6:37 pm.

Board members in attendance:

Elroy Carson
Bob Bellah
Mark Moore
Denton Collins

1. **Treasurer's Report.** The Treasurer's report was presented by Mark Moore (financials were provided for the parties in attendance). The reports indicated that:

- The RCPOA has been profitable year-to-date, with net revenues of approximately \$24,500.
- Pool net revenues year-to-date were approximately \$(3,300), with membership revenue down by around \$7,000.
- The operating account reports net revenues of approximately \$14,000 year-to-date.
- The wedding account reports net revenues of approximately \$15,000 year-to-date.

Mark said his analysis of the numbers indicated that no POA maintenance fee increase is needed, however, he also argued that the RCPOA needs to better control its costs. He plans to implement a set of improved controls over the next few months.

2. **Push for formal policies and procedures.** Elroy Carson and Mark Moore are asking for the Board to prepare an improved set of policies and procedures, as little guidance exists on the current duties/job descriptions of the various Board members and for any employees (contract or otherwise). Denton Collins said that he is trying to develop a document for the Board's consideration. Denton also indicated that he is preparing a set of procedures to formalize the Board's practices in soliciting capital improvement proposals, entering into contracts for these improvements, and performing post-contract audits.

3. **Insurance updates.** Elroy Carson has contacted the RCPOA's insurance carrier regarding increasing our liability coverage so that the new bridge is included under the covered property. The agent responded, but additional clarification was needed. The details are expected to be fleshed out during September.

4. **New Business/Other Updates.**

- A. The Board is working to (1) get agendas posted to the RCPOA website in a more timely manner, and (2) better respond to property owners' queries.
- B. Several members of the RCPOA indicated that they were working with City Hall to develop a "youth center." Plans are still at the conceptual stage.
- C. The decline in pool memberships was discussed, with the existing marketing activities and the membership fee structure being possible causes. No action was taken.
- D. Marti Greer said the RCPOA is trying to sell some furnishings and fixtures.
- E. The We-The-People Committee expects to have a draft of updated By-Laws by September 27.
- F. Board "workshops" were discussed. These will be announced and will be open to RCPOA members.
- G. A new board member to replace Ronnie Hill needs to be selected/appointed/elected. No action was taken.
- H. Steve Anderson is coordinating the record digitizing project; however, he indicated that progress is slow.

The meeting was adjourned at approximately 8:15 pm.