

RIVER STRAND GOLF AND COUNTRY CLUB, INC. MEETING OF THE BOARD OF DIRECTORS

January 15, 2018

A **REGULAR meeting** of the Board of Directors was held on Monday January 15, 2018 at the main dining room of the River Strand Club located at 7155 Grand Estuary Trail, Bradenton, FL 34212.

A quorum of the Board of Directors was present with Mr. Michael Fisher, Mr. Terry Lyons, Mr. Bob Walsh, Mr. Charles Glasser, Ms. Anita Tierney Mr. Eddie Hicks, and Mr. Scott Hancock. Also present were Shaun Fitzer, LCAM, and Robert Brown General Manager.

The President, Terry Lyons, called the meeting to order. Proper meeting notice was posted throughout the property in accordance with the Florida statutes and the governing documents of River Strand Golf and Country Club.

There were 55 owners present at the meeting who had signed in at the door and 3 owners who filled out request to comment to the board forms.

On matters relating to previous meeting minutes:

Upon a motion made by Anita Tierney, seconded by Scott Hancock,

It was voted in motion #18-01: to amend the minutes as previously adopted of December 4, 2017 to include a corrected table of the rates for golf play as presented in motion #17-255, motion carried unopposed. **Motion passed.**

Upon a motion made by Anita Tierney, seconded by Eddie Hicks,

It was voted in motion #18-02: to approve the minutes of the December 11, 2017 meeting of the board of directors, motion carried unopposed. **Motion passed.**

Upon a motion made by Scott Hancock, seconded by Anita Tierney,

It was voted in motion #18-03: to approve the minutes of the December 15, 2017 meeting of the board of directors, motion carried unopposed. **Motion passed.**

Upon a motion made by Anita Tierney, seconded by Eddie Hicks,

It was voted in motion #18-04: to approve the minutes of the December 22, 2017 meeting of the board of directors, motion carried unopposed. **Motion passed.**

On matters relating to member comments:

David Gutierrez – rule enforcement and board communications to owners

Samara Paice – bridge repair on golf course

Charles Gilch – Coach homes III request

On matters relating to the general manager and community manager reports:

Upon a motion made by Anita Tierney, seconded by Charles Glasser,

It was voted in motion #18-05: to amend the agenda to discuss common areas at this point, motion carried unopposed. **Motion passed.**

Upon a motion made by Anita Tierney, seconded by Charles Glasser,

It was voted in motion #18-06: to utilize a definition of the common areas to include both golf and community common areas, motion failed with Anita Tierney, Charles Glasser, and Bob Walsh in favor, and Terry Lyons, Mike Fisher, Scott Hancock, and Eddie Hicks opposed. **Motion failed.**

Upon a motion made by Anita Tierney,

To amend motion #18-06 to allow Anita Tierney to speak to the attorney regarding the matter of definition of common area, there being no second the motion falls to the floor.

Upon a motion made by Terry Lyons, seconded by Scott Hancock,

It was voted in motion #18-07: to suspend the use of common facilities and golf membership (if applicable) to the following homes which are more than 90 day delinquent in their dues to River Strand:

123 Babbling Brook Run

6411 Grand Estuary Trail #104

6858 Willowshire

Motion carried unopposed with Anita Tierney abstaining from the vote. **Motion passed.**

Upon a motion made by Terry Lyons, seconded by Mike Fisher,

It was voted in motion #18-08: to adopt the following etiquette rules for the fitness centers:

To ensure a comfortable atmosphere for everyone please be courteous and respectful to others

During peak hours (or while others are waiting) limit your time on the treadmill, stairclimber, stationary cycling, etc to 30 minutes

When others are present in the please utilize tunity or closed captioning on televisions

Motion carried unopposed, **Motion passed.**

Upon a motion made by Mike Fisher, seconded by Bob Walsh,

It was voted in motion #18-09: to accept the proposal from Affordable First Aid in the amount of \$2837 to equip both fitness centers with AED devices and supplies funding to come from the fitness equipment budget, motion carried unopposed. **Motion passed.**

Upon a motion made by Anita Tierney, seconded by Bob Walsh,

It was voted in motion #18-10: to ratify the decision to instruct ICON management to contact Global V Card and provide them with such information on the vendors of River Strand to determine the viability of utilizing their system for vendor payments, motion carried unopposed. **Motion passed.**

Upon a motion made by Terry Lyons, seconded by Anita Tierney,

It was voted in motion #18-11: to approve the proposal from Dans fan city for the purchase and installation of 3 ceiling fans for the Sanctuary fitness facility in the amount of \$2800 with funding to come from special projects, motion carried unopposed. **Motion passed.**

Upon a motion made by Terry Lyons, seconded by Mike Fisher,

It was voted in motion #18-12: to approve the request from the villas I to utilize signs to announce their board meetings with the following stipulations:

- 1) No sooner than 48 hours prior to the meeting
- 2) Must be removed within 24 hours of the meeting
- 3) Must be of the requested size, shape and design
- 4) No more than 2
- 5) Must be placed with in the homesite of the Villas I homes

Upon a motion made by Terry Lyons, seconded by Anita Tierney,

It was voted in motion #18-13 to approve the purchase of a new tennis ball machine in the amount of \$7400 to be paid from the special projects fund, motion carried unopposed. **Motion passed.**

On matters relating to the treasurers' report:

Upon a motion made by Anita Tierney, seconded by Scott Hancock,

It was voted in motion #18-14: to attach and incorporate the reports of the general manager, community manager, and treasurer to the minutes of the meeting, motion carried unopposed. **Motion passed.**

On matters relating to the River Strand governing documents modification:

Upon a motion made by Anita Tierney, seconded by Eddie Hicks,

It was voted in motion #18-15: to delay further action on the complete restatement of the governing documents until the new board is seated, motion carried unopposed. **Motion passed.**

Upon a motion made by Anita Tierney, seconded by Bob Walsh,

It was voted in motion #18-16: to request the attorney to prepare for a vote of the members at the annual meeting in February that the changes as approved by the board in its July meeting relating to flags (if necessary), parking, and holiday decorations with the board recommending approval of each of the these items in addition to the item as suggested by the CPA firm for the vote on surplus income carry forward for tax purposes, motion carried unopposed. **Motion passed.**

On matters related to the IT committee:

Upon a motion made by Anita Tierney, seconded by Charles Glasser,

It was voted in motion #18-17: to establish a committee for the information technology of the River Strand club (list of members attached), motion carried unopposed. **Motion passed.**

On matters relating to the tikki bar: Discussion only

On matters relating to the request from Coach Homes III:

Upon a motion made by Anita Tierney, seconded Charles Glasser,

It was voted in motion #18-18: to approve the request from Coach Homes III to suspend the rights to utilize the common facilities of River Strand due to a delinquency to the Coach Homes III condominium association contingent on the River Strand attorney advice regarding our legal authority to take this action, motion carried unopposed. **Motion passed**

Upon a motion by Anita Tierney, seconded by Mike Fisher,

It was voted in motion #18-19: that should the attorney state that the association cannot suspend for the reason stated in motion #18-19 that he be asked to amend the governing documents to allow this action. Motion carried unopposed. **Motion passed.**

On matters relating to public play on the golf course:

Upon a motion made by Anita Tierney, seconded by Charles Glasser,

It was voted in motion #18-20: to reopen discussion on the matter of public play of golf at River Strand, motion carried with Anita Tierney, Mike Fisher, Charles Glasser, Bob Walsh, Scott Hancock, and Eddie Hicks in favor, and Terry Lyons opposed. **Motion passed.**

Upon a motion by Anita Tierney,

To request the attorney to prepare whatever documents are necessary to make River Strand a private club.

There being no second this matter falls to the floor.

Upon a motion made by Anita Tierney,

To request the attorney to prepare whatever documents are necessary to make the River Strand golf course private with the exception of reciprocal members and big summer golf card.

There being no second this matter was withdrawn by Anita Tierney.

Upon a motion made by Anita Tierner, seconded by Bob Walsh,

It was voted in motion #18-21:To survey the members to see if anyone objects to limiting play to members and reciprocals. Prior to the survey, a statement would be required by ICON on what amount of revenue was collected in 2017 from the sources that would be eliminated.

Upon a motion made by Terry Lyons, seconded by Scott Hancock,

It was voted in motion #18-22: to table motion #18-21 until the figures that would be presented have been determined, motion carried with Eddie Hicks, Scott Hancock, Terry Lyons, Bob Walsh, and Mike Fisher in favor, and Anita Tierney and Charles Glasser opposed. **Motion passed.**

On matters relating to the definition of “personal trainer”: Discussion only

On matters relating to board communications:

Upon a motion made by Anita Tierney, seconded by Charles Glasser,

It was voted in motion #18-23: to request ICON to investigate the costs to allow members to listen or view the board meetings live, motion carried unopposed. **Motion passed.**

Tributary 9 bridge:

Upon a motion made by Charles Glasser, seconded by Anita Tierney,

It was voted in motion #18-24: to replace the deck surface with fiberglass and any ancillary portion of the structure as necessary in the amount of \$18,000 with funding to come from the reserve for the golf course, motion carried unopposed. **Motion passed.**

At this point the board took at 10 minute break:

On matters relating to staffing:

Upon a motion made by Anita Tierney, seconded by Scott Hancock,

To hire an assistant to work with the River Strand committees and share manager on call duties.

This motion was withdrawn from consideration.

On matters related to trash containers:

Upon a motion by Anita Tierney, seconded by Bob Walsh,

It was voted in motion #18-25: to reopen consideration of an amendment to the governing documents section 10.13 trash, motion carried with Anita Tierney, Bob Walsh, Mike Fisher, Eddie Hicks, and Scott Hancock in favor, and Terry Lyons and Charles Glasser opposed. **Motion passed.**

Upon a motion by Anita Tierney, seconded by Bob Walsh,

It was voted in motion #18-26: to approve the attorney to prepare the following amendment to the governing documents for voting of the members at the February 2018 annual meeting:

10.13 Trash. Lot Owners shall keep their Lots free of trash, refuse, junk, litter, and debris. Lot Owners shall place all garbage, trash, and other refuse in sanitary trash containers. For the purpose of this section a trash container is defined as a metal or rigid plastic container with a lid able to hold several plastic garbage bags. Containers shall not be placed along any Neighborhood Road or Community Road except on the morning scheduled for refuse collection. Containers shall be removed promptly, along with any debris, after collection. ~~Either Developer or the~~ The ARC may require the use of standard containers for the collection of garbage, trash, and other refuse.

The motion carried with Anita Tierney, Bob Walsh, Mike Fisher, Eddie Hicks, and Scott Hancock in favor, and Terry Lyons and Charles Glasser opposed. **Motion passed.**

On matters related to the approval of outside golf events:

Upon a motion made by Anita Tierney, seconded by Charles Glasser,

It was voted in motion #18-27: to approve the following guideline:

***Proposal for approval process of outside golf events
during off-season (May – October)***

Prior to developer turnover of the community to homeowners, the Pro Shop and management company made decisions on outside group play. The Pro Shop is now taking these requests for outside groups to the Board for final approval. This can result in a process that is not timely enough for the organization seeking to hold an event at River Strand. Plus, it results in the Board getting involved in the details of running the Club, which is what we pay our management company to handle. In order to expedite the approval process for these outside golf events during the off-season, it is requested that the Board authorize the Director of Golf to approve routine events that fit the criteria listed below.

An event that could be approved by the Director of Golf must conform to the following criteria:

- *The organization or group that would like to hold an outing at River Strand should be located within a reasonable driving distance from our Club, or be sponsored by a River Strand member.*
 - *The event must take place during the months of May through October.*
 - *Events can be held Thursday through Monday (Not on League days.)*
- *If the event is on a weekend (Saturday or Sunday), the tee-time must be after 10:00 AM.*
 - *No more than one event per weekend (Saturday & Sunday).*
- *The event must be a one-day event. That is, no multiple day events can be approved without Board approval.*
 - *The maximum number of attendees is limited to 128 players.*
- *The Club will endeavor to charge the normal Public Rate for golf at the time in which the event is being held. For large groups, this rate can be negotiated by the Director of Golf.*
 - *A \$2 gratuity for our outside employees will be charged per person.*
- *The Food & Beverage Director will be consulted if a meal is involved. The Club will provide food services for the outing at listed menu prices. If a special menu is offered, prices will endeavor not to exceed a COGS of more than 40%.*
 - *Participants must adhere to all club rules while on the premises.*

If the event fits the above criteria, the Director of Golf will pursue the details of the event with the requesting group. The Director of Golf, and the Food and Beverage Director, if applicable, will determine if the event should be approved. If they approve the event, the Director of Golf shall notify the Board of Directors and also apprise the GAC Chairperson of the outing.

If any event does not fit the criteria above, the procedure below would be followed:

- *The Director of Golf, the Food & Beverage Director, the will contact the vp of River Strand who with the approval of at least one other board member may approve the event.*

Motion carried unopposed, **Motion passed.**

On matters related to the compliance committee:

Upon a motion made by Anita Tierney, seconded by Charles Glasser,

To propose a fining matrix to be utilized by the compliance committee in determining punishments for specific offenses. **Motion was withdrawn.**

Upon a motion made by Scott Hancock, seconded by Bob Walsh,

It was vote in motion #18-28: to approve a fine to the owner of 6929 Grand Estuary Trail #104 for failure to submit application to lease in the amount of \$50, and for the continued violation of renting for a period of less than 30 days \$150, motion carried unopposed. **Motion passed.**

Upon a motion made by Anita Tierney, seconded by Charles Glasser,

It was voted in motion #18-29: to approve a fine to the owner of 6611 Grand Estuary Trail #102 in the amount of \$25 for failure to register as a personal trainer with River Strand, motion carried unopposed. **Motion passed.**

On matters relating to the IT committee: Discussion only

On matters related to the Safety committee:

Upon a motion made by Terry Lyons, seconded by Bob Walsh,

It was voted in motion #18-30: to approve the following post orders for access to the community:

Guest access passes:

Golf: Guest receives pass indicating golf – states that parking is only at 7155 Grand Estuary Trail

Tennis: Guest receives pass indicating tennis – states that parking is only at 7155 Grand Estuary Trail

Restaurant: Guest receives pass indicating restaurant – states that parking is only at 7155 Grand Estuary Trail

Pickleball: this is not an acceptable request for access – these people are guests and must be on a resident's guest list

Renters: guest passes that are issued have a date range on them, for people who identify themselves as staying less than 30 days the copy of the pass is put to the side and provided to the property manager

Guest of the owner: must have date on the pass

Real Estate: 1 day pass only name will be listed in ENVERA guardhouse system

Post orders:

All people accessing the community must provide identification – identification picture is to be looked at to assure that person presenting the ID matches the picture

All vehicles accessing the property that are not club members shall require a guest pass

On the guard copy of the guest pass the guard will make best effort to write the license plate

Wrapped and identified vendor vehicles do not need guest pass

Vendors should still be identified in the ENVERA system

All cars should have some type of identification for the roving patrol

People who identify themselves as guest of the owner should be asked for how long they will be accessing the community

People who identify themselves as guests of the owner should be asked if the owner will be present with them during their stay

For ones that identify that the owner will not be present and if the stay is for less than 30 days these passes are put to the side and an email is sent to the community manager indicating that this has happened.

People who identify themselves as renters who are not on a guest list, refer to the transfer spreadsheet that will be provided by the front office. If the name is not on the spreadsheet then access can only be granted by calling the contact number in ENVERA and getting an approval to access. If no one can be reached than access is denied.

Resident owners will receive an identifying sticker for their vehicles. This will not be used be entry only for identification purposes of the roving patrol.

Upon a motion made by Terry Lyons, seconded by Scott Hancock,

It was voted in motion #18-31: to approve making the intersection of Wild Lake and Quiet Creek a three way stop, motion carried unopposed. **Motion passed.**

Upon a motion made by Bob Walsh, seconded by Anita Tierney,

It was voted in motion #18-32: to approve making the intersection of Wild Lake and Heritage Preserve Run a three way stop, motion carried with Anita Tierney, Bob Walsh, Terry Lyons, Scott Hancock, Eddie Hicks, and Mike Fisher in favor and Charles Glasser opposed. **Motion passed.**

On Matters relating to the next meeting:

February 5, 2018 at 10AM

There being no further business to come before the board the meeting was properly adjourned at 10:20PM.

Respectfully submitted,

Shaun Fitzer, LCAM, CMCA on behalf of River Strand Board of directors

___ Bob Walsh, Secretary of the Board of directors

STATUS REPORT Week Ending January 12, 2018

RIVER STRAND GOLF & COUNTRY CLUB

Red Flags / Trends / Exceptions

- Looking at using the Tiki Bar Tablet in the Golf Shop on Tuesdays and Wednesdays to help with volume of checking in golfers.
- I went into IBS on Thursday to try to create a few reports so I could better monitor sales revenue and was unable to produce anything that was an accurate, consistent format.

Items of Importance

- Fountain has been delivered and is being assembled.

Golf Operations

- Affective, January 4 River Strand weekly towel order (AlSCO Service) has been eliminated This accounts for nearly a \$10,000 annual savings.
 - The hope is to repurpose this savings to purchase an automatic ball dispenser. This will eliminate a number of department challenges affecting service and safeguarding the daily range usage.
 - This will also eliminate numerous hours/day, bagging balls. Additionally, the service team stocks the Golf Shop with inventory. During a busy day, this is nearly an impossible task.
 - Also, setting balls on the range vs. machine dispenser prevents individuals from using the range that haven't paid for it.
 - Last the wet balls from the pond in the Golf Shop creates a putrid smell on the carpet and storage bin.

	BUDGET Week	2018 Week	2017 Week	2018 YTD	2017 YTD
River Strand					
1/1 - 1/7/2018					
ROUNDS					
Member 85%	1587	1032	1464	1032	1611
Guest 15%	280	72	152	72	185
Public N/A			9		13
Recip N/A			0		0

TOTAL ROUNDS	1867	1104	1625	1104	1809
GOLF					
Fees	77,136.73	43,300.40	39,619.16	43,300.40	45,420.11
Merchandise	5,133.33	2,213.75	4,432.60	2,213.75	4,777.45
TOTAL GOLF	82,270.06	45,514.15	44,051.76	45,514.15	50,197.56
CONCESSION	-	-	-		
TOTAL REVENUE	82,270.06	45,514.15	44,051.76	45,514.15	50,197.56

Golf Course Maintenance Department

- We are adding 2 sprinkler heads to cover the new sod on the lake bank near 247 River Enclave and repair washed out sod.
- The bridge on number 8 estuary was coned off due to the 8X8 beam underneath cracked, it is still very stable, just keeping cart traffic off that area
 - Getting an estimate on repair by Friday. Will have to be closed when we get it repaired. Will work with pro shop to see what day is best.

Food & Beverage Department

Tennis Department

- Added 20 bags of clay to courts 1-3
- Leagues back in full swing
- Entered several transfers into reservations
- Kids night on Jan 13th
- 39 outside members so far for year
- New ball machine has arrived

Fitness Areas

Administrative Department

- See attachment with complaints

Complaints, Issues and Comments

- Jim Coathup was unhappy with F&B Managers handling of his questions about the ribs needing to be replaced on men's day January 10, 2018. He found me and continued to be agitated and asked that David be fired.
 - I apologized about the delay in the ribs coming out and he wanted nothing to do with any more conversation.
- Wendy Kroots was unhappy with the speed of service during trivia night, January 9, 2018 and asked to speak to a manager. I approached the table and she complained that the table next to her was being served dessert before she had received her dinner. I explained that we were serving tables as they sat and they may have sat earlier and had their order placed well before her table. She was not happy with the explanation. I went to the kitchen to see if I could expedite the speed of her table but at that time all tables were in line. She then approached me in the lounge still unhappy with her service at which time the food had been served already.
- Danielle Hays sent an email on January 8th expressing her displeasure that she could not get food service at 5:15 on Sunday Jan. 7. She also expressed her dislike for Jim the bartender and his poor service skills. She also mentioned that she was not greeted when entering the lounge.
 - I researched the issues with the staff and asked that before checking out at 5:00 on Sunday the staff make a spin around the \room and notify a last call and that from that point on they would need to get service from the bar. I also spoke with David about posting a sign that the table service hours are until 5:00 and it is bar only until 7:00

Submitted by;

Robert Brown, CCM

General Manager

01/12/2018

CAM Report 12/17-12/22:

Association matters:

- 1) 267 members have signed up for the new ACH system – sign up for quarter 1 ends on December 25
- 2) Attorney has prepared to have signed the amendments as approved by the members – need to be signed and notarized and recorded with the clerk of court Do not have to be mailed out
- 3) Set up of annual meeting first notice to go out by no later than December 28 – new system has 497 members signed up to receive the notice electronically all others will be hard copied mailed
- 4) Web page for members to view their River Strand quarterly amounts link deployed, owners information updates is transmitted to the site 3X per week
- 5) Many members are questioning about food minimums and the end of the year – additional correspondence to go out to remind that the dead line for spending the food minimum is now March 31, 2018

- 6) Correspondence email to be sent out on 12/24 stating that golf course is closed on 12/25 and that no play is allowed
- 7) 4 compliance issues addressed

Pool matters:

- 1) 8206 pool renovation project complete – pool reopened
- 2) 6835 Willowshire pool closed – electrical problem caused by flood in equipment area short circuited main circulation pump. Pump motor removed and sent to shop to be examined. Motor found to be more expensive to rebuild, cost to replace with new motor \$1800 plus labor to install estimated at another \$300. Once new motor in in place system can be checked for cause of leak. Equipment area was examined for inadequate drainage during turnover inspection. Recommendation to add in a mechanical pump to the equipment area at a cost of \$300 to ensure that equipment is protected
- 3) 6835 Willowshire spa – during removal of dead foliage in pool area (completed by inhouse staff) wire to spa shut off was damaged. Excavation of the area found that the wire was in conduit. New conduit run being installed by inhouse staff

Pool and spa at Willowshire are closed due to the lack of circulation through the main heaters. The replacement pump is expected to be installed on December 28th and pool should be operational again for new years weekend.

Fitness center matters:

- 1) Tru treadmill in Sanctuary gym may have an issue related tot eh main belt – service call made on 12/22 – will be checked on 12/26

Clubhouse matters:

- 1) 22 tables of 33 “4 tops” have now been refinished – 1 of the small bar tables has been refinished
- 2) Requested holiday decorator to come in and replace 10 of the poinsettes plants as it is part of his responsibility- multiple issues with vendor and lighting
- 3) Descaler filtration system regular maintenance ordered. System is located prior to the heaters servicing the kitchen – replacement will reduce cost of filter cartridges (current system cartridges run \$695) new system with initial cartridge runs \$850 and future cartridges will run \$200.
- 4) Heater booster pump for dishwasher – getting bids to ensure that proper heating is available at the dishwasher during times of heavy use
- 5) AED device and signage installed at main clubhouse

Grounds:

- 1) Scheduled removal of dead trees in common areas – elm located on west end of Grand Estuary trail to be replaced
- 2) Trimming of 32 palms along Sanctuary entrance way (Heritage Preserve Run) running to Wild Lake
- 3) Proposals for replacement of trees removed due to fungal at 8206 Grand Estuary Trail pool – cannot go back with same trees in this location

- 4) New contracts as approved by the board with truscapes signed – new reporting system is being designed a link for owners to report issues directly to truscapes is now on the River Strand web site

Grounds issues reported:

Several issues addressed on Heritage Grand place with monthly trimming

Issues with 1 of the 5 homes in River Strand which receives a brown colored mulch. This home received a installation of a full pallet of mulch which owner felt was insufficient. Due to home being surrounded by homes with red mulch some red mulch was installed on a property line bordering landscape bed. This mulch has been removed and replaced with brown mulch

Security:

- 1) Adjustments being made to new camera at main gate to ensure better focus to read license plates in guest lane
- 2) Issues at Grand Estuary Trail exit gate – gate occasionally stays in the open position due to showing the exit loop activated when no vehicle is present – relay has been reset and will be checked by security company on 12/26 – guard is able to monitor the gate through the new camera system
- 3) Request for pricing to add camera access to the guard house for the clubhouses. Due to the number of camera now available to be seen looking into adding an additional monitor to their setup so that the cameras can be seen in sufficient size
- 4) Contract with ALLIED security for roving patrol signed – service to start on 1/1/18
- 5) Work on post orders and proposed guest pass system

CAM Report 12/23-12/30:

Association matters:

- 8) 268 members have signed up for the new ACH system – sign up for quarter 1 has ended
- 9) First notice of annual meeting sent out utilizing new email mass subscription system to 511 members – eblast was sent out on the 27th at 3pm, hard copy mailing went out on the 28th to all others – hard mailing included reminder to sign up for electronic voting
- 10) 5 compliance matters addressed; multiple calls and inspections for fishing on property, some of the signage that had been purchased earlier in the year stating no fishing has gone missing, new signage ordered
- 11) Notice of appeal hearing sent to 3 of the 4 members who had fines approved at the board meeting on the 8th, the 4th home was sold prior to the board meeting, so the matter on that issue (related to vendor street parking overnight) is closed
- 12) Notice of board meeting sent to 1 owner who has had fine recommended by the compliance committee

Pool matters:

- 4) 6835 Willowshire spa electrical issue repair completed – ran new wire from spa to equipment house, replaced switch, work done in conjunction with pool vendor cost \$450

- 5) 6835 Willowshire main pump repaced after electrical issue – total cost \$2300 pool reopened on 12/30/17
- 6) Deck pavers reset at main pool in multiple locations

Fitness center matters:

- 2) Repair to belt on tru treadmill at Sanctuary gym completed cost \$138 – equipment to be inspected monthly by fitness logic during Jan-April
- 3) Owner member while working out on Thursday 12/28 did fall backwards off of gravity stretching incident report on file, did not appear to be hurt but was going to Dr to be checked out
- 4) Quote for fan installation at Sanctuary received and will be considered at next board meeting total price with installation and lifetime warranty \$2657

Clubhouse matters:

- 6) 24 tables of 33 “4 tops” have now been refinished – 2 of the small bar tables has been refinished
- 7) Waiting on additional bids for dishwasher booster pump
- 8) Issues with pull station caused trouble signals during the week related to moisture in a pull station, repair completed
- 9) Additional quote for AED devices with maintenance received and will be on next board agenda – Phillips devices with all accessories and case with alart \$1389 per unit
- 10) Sanctuary fire sprinkler and fire monitoring panel inspection completed by Piper Fire - \$650

Grounds:

- 1) Lots of red ants, in house maintenance and truscapes are spot treating multiple areas along the sidewalks in the community
- 2) Major irrigation break by 8406 Grand Estuary Trail – this is in the area which is along the cart path near Estuary 4 halfway house, the resulting leak caused a major washout and a portion of the sidewalk from where carts typically would drive approaching the 4 story buildings has been taped off – repairs will happen on Tuesday
- 3) Cart path issue behind 6717 Grand Estuary Trail pool – this is a drainage area and 5 sections of sidewalk have major cracking, bid for \$3850 to complete the safety repairs, inhouse staff will work with concrete company to install French drains to move water that comes down from the St. Augustine grasses next to the pool under the sidewalk

Grounds issues reported:

Security:

- 6) Issues with entry and exit side gates at Grand Estuary trail – rewired relay to ensure proper connection on exit side which was staying open. Communication error on entry side was stopping valid reads from the transcore device this has been related to an electrical issue, we have a current work around, but need to bring electrician out
- 7) Barrier arm installation at Heritgage Preserve Run gate has started – electrical runs are in and concrete pads have been poured, anticipate having motors installed on or about the 3rd of January

– the result will be that when a vehicle exits the property that like on the entry side the swing gates will open and then the barrier arms will open, once car passes over the safety loop the barrier arms will immediately close stopping traffic from coming in the exit gate

- 8) Proposed form and post orders for guest pass system has been created and will be discussed with the safety committee on January 3rd
- 9) Issues with graffiti on asphalt –at 8406 Grand Estuary (included a swear word) and at Willowshire and Babbling brook (appeared to be childrens drawings) cleaned up by inhouse staff

CAM Report 12/31-1/6:

Association matters:

- 1) Billing for first quarter 2018 posted into new accounting system, www.riverstrandhoa.com log in for owners is active and updating historical data 3X per week. The page allows owners to see balance on account, and can push a payment. The site shows an owners name and address, but once payment is being processed it generates another account number which is related to the payment system. WE have requested the processor to change the language which shows up over this account number to indicate that it is the payment processing number
- 2) Setup of google document processing form to be added to website to allow owners to log compliance issues
- 3) 2 compliance issues processed this week
- 4) Schedule of values received from insurance appraiser, but final report not issued

Pool matters:

- 1) Secondary pump at main waterfall down, needs to be rebuilt or replaced, working with vendor to get quote
- 2) Ran new conduit and electrical wire from willowshire spa to pump cost \$400

Fitness center matters:

- 5) Issue with heater in main club fitness center – vendor contacted likely just need to reset heat switch

Clubhouse matters:

- 11) 26 tables of 33 “4 tops” have now been refinished – 3 of the small bar tables has been refinished
- 12) Administrative office copier hard drive issue repair by imagenet on 1/5, reoccurred on 1/6
- 13) Poinsette lobby tree removed
- 14) Holiday light company to be out on 8th or 9th to remove decorations

Grounds:

- 4) Major irrigation break by 8406 Grand Estuary Trail – repair completed sidewalk reopened, need to bring out mudjacker to level off sidewalk in area where wash out occurred
- 5) Cart path issue behind 6717 Grand Estuary Trail pool – repair completed, drain run under sidewalk to take water from high areas into the preserve

- 6) New contract started on January 1 – new reporting system on riverstrandgolf.com web site to be updated to shared reporting link that will allow owners to answer specific questions about their issue so that it can be properly documented
- 7) Installed new road signs and moved speed signs

Security:

- 10) Heritage Preserve Run entry gate issue reported by emergency services with the gate that does not open with the transmitter, Rapid security reset transmitter and is functional
- 11) First week of 10AM-6PM roving patrol, met with 3 different individuals who were working the shift and performed property drivethru with them including stopping at all pool and clubhouse areas and unmanned gated, this took 1.5 hours to complete (also included hot spot where fishing typically takes place)
- 12) Equipment issues with sliding door at guardhouse
- 13) Requested quote for additional video monitor for guardhouse to view cameras at multiple locations.

Treasurers Report
January 15, 2018 Board Meeting

Financial Review for November 2017 (summary attached)

- November 2017 Monthly Financials:
 - Revenues \$911K vs. Budget of \$857K
 - Loss of \$88K vs. Budgeted Income of \$47K
 - Highlights: \$100K charge for Golf Reserve, higher Grounds and Golf Course Exp
- November 2017 YTD Financials:
 - Profit of \$452K vs. Budgeted Profit of \$205K (reflects Builder take back of \$78K and 100K transferred to Reserve Account)
 - Forecast for 2017 Yr End Profit of \$400K vs. Budget of \$0
- Social and Golf Allocations
 - Applied new Golf/Social Allocations to the Financials for March through November
 - Still need to do some work on allocation of Resale and Transfer Income and Cable/Landscaping profit/loss. Will be completed for December Financials

Homeowner Dues for 2018

- Implemented new procedures for credit cards, debit cards and ACH payments
- BB&T sent coupon books to all members for 2018 dues
- Many questions raised regarding increase in 2018 dues, need to send out summary regarding homeowners dues and establishing reserves

Bank Accounts and Investment Strategy (summary attached)

- Need to maintain enough in our bank account to cover average monthly expenditures of \$900K
- Each investment has been limited to \$249,000 to ensure 100% FDIC coverage
- The Finance Committee is reviewing options for limiting total cash deposits in each operating bank account to \$250,000 to ensure 100% FDIC coverage in case of Bank Failure

Golf League and Charity Event Bank Accounts

- Year end Bank Reconciliations due by January 15, email sent to all officers

Transition (Defect) Study

- The Board Transition Committee will provide the Board with a detailed summary of additional items. The summary will also be reviewed with Delta Engineering.
- Once completed and approved by Board, our attorney’s will complete the proper paper work and send the summary to Lennar for their review and response. It is expected that Lennar will repair/resolve most all of the identified issues.
- Issues that are not resolved to the satisfaction of HOA will be reviewed with the Board, the HOA Attorney’s and Engineering Company. The estimated cost for resolving these remaining items will be prepared by Delta and presented to the builder.

River Strand				Budget		Budget	
REVENUES (before allocations)		Revenues	Revenues	Revenue	Variance	Variance	
		Month of	Month of	Month of	11/30/17 vs	11/30/17 vs	
		11/30/16	11/30/17	11/30/17	11/30/16	VS BDGT	
Administration		252,719	287,431	236,693	34,712	50,738	+14K resale cap;+3K Lennar; +9 K units;+4k gate +8 K transfers; +7K holiday fund
Tennis		11,292	10,910	9,465	(382)	1,445	
Golf- Pro Shop		23,449	15,468	22,500	(7,981)	(7,032)	all areas
Golf- course		304,785	297,251	292,431	(7,534)	4,820	-7K Interim & non member; +3K cart; +1K Lennar +6K guest ; +3K club storage
Restaurant & concessions		147,517	147,876	139,852	359	8,024	+7 food; +2K concessions
		739,762	758,936	700,941	19,174	57,995	
Cable		65,662	74,652	71,832	8,990	2,820	
SFH landscape		70,583	77,165	83,760	6,582	(6,595)	
		876,007	910,753	856,533	34,746	54,220	
River Strand Net Income Summary mths of 11/30/17 before allocation of							
Administration Costs to Golf and Food & Beverage							
		Net income	Net income	Budget	Variance	Budget	
		Month of	Month of	Month of	11/30/17 vs	11/30/17 vs	
		11/30/16	11/30/17	11/30/17	11/30/16	VS BDGT	
Administration		(46,457)	3,462	(13,329)	49,919	16,791	+51K above Rev; +15 acctg correction; Higher 32K grounds & 5K pool
Tennis		(6,764)	(2,758)	(8,157)	4,006	5,399	2K lower payroll
Golf		22,084	48,911	66,738	26,827	(17,827)	Higher 13 chemicals & 11K irrigation
Reverse golf replacement reserve			(100,000)			(100,000)	2017 golf earnings transfer to golf reserve
Restaurant & concessions		(15,435)	(35,858)	(7,706)	(20,423)	(28,152)	COGS 130% of rev increase; 13k higher payroll
		(46,572)	(86,243)	37,546	60,329	(123,789)	
Cable		1,688	2,550	-	862	2,550	
SFH landscape		149	(4,362)	9,250	(4,511)	(13,612)	9K mulch accrual
		(44,735)	(88,055)	46,796	56,680	(134,851)	
Prepared by Alan Sukoneck							

		Investment							
		Date	Due Date	Rates	Balance	Balance	Balance	Balance	UNRECONCILED
					9/30/17	10/31/17	11/30/17	12/31/17	
Operating A/C's		BANK							
Checking a/c	BB&T				\$1,357,334	\$1,859,586	\$1,011,734	\$602,973	
Money Market a/c - six month rate guarantee	Fidelity Bank	August '17	Feb '18	1.25%	\$249,321	\$249,584	\$249,839	\$249,839	
CDAR	BB&T @ other Banks		11/24/17	0.85%		\$250,000			
Pro Shop register cash	Cash				\$1,500	\$1,500	\$1,500	\$1,500	
Tennis register cash	Cash				\$400	\$400	\$400	\$400	
Bar register cash	Cash				\$500	\$500	\$500	\$500	
Restaurant register cash	Cash				\$850	\$850	\$850	\$850	
TOTAL OPERATING A/C's					\$1,609,905	\$2,362,420	\$1,264,823	\$856,062	
Reserve A/C's									
Reserve - Non statutory Golf									
CDAR	BB&T @ other Banks	11/17/17	2/15/18	1.09%			\$500,000	\$500,000	
Reserve - Statutory (Builder) Golf									
Money Market a/c - estimated allocation	BB&T			0.25%	\$11,200	\$11,200	\$11,200	\$11,200	
Reserve - Non statutory social									
					\$0	\$0	\$0	\$0	
Reserve - Statutory (Builder) social									
Money Market a/c - estimated allocation	BB&T			0.25%	\$266,879	\$24,452	\$24,628	\$37,756	
CDAR	BB&T @ other Banks		11/24/17	0.85%		\$249,000	\$0	\$0	
CDAR	BB&T @ other Banks	11/17/17	3/1/18	1.09%			\$249,000	\$249,000	
TOTAL RESERVE A/C's					\$278,079	\$284,652	\$784,828	\$797,956	
Club Accounts									
Women's	BB&T								
Men's	BB&T								
Charity	BB&T								
TOTAL CLUB ACCOUNTS					\$0	\$0	\$0	\$0	
TOTAL CASH & INVESTMENTS					\$1,887,984	\$2,647,072	\$2,049,651	\$1,654,018	
Cash & Investments by bank									
BB&T					\$1,635,413	\$1,895,238	\$1,047,562	\$651,929	
Fidelity Bank					\$249,321	\$249,584	\$249,839	\$249,839	
BB&T @ various banks under FDIC limit						\$499,000	\$749,000	\$749,000	
Register Cash					\$3,250	\$3,250	\$3,250	\$3,250	
Club Accounts @ BB&T					\$0	\$0	\$0	\$0	
TOTAL CASH & INVESTMENTS BY BANK					\$1,887,984	\$2,647,072	\$2,049,651	\$1,654,018	