

RIVER STRAND GOLF AND COUNTRY CLUB, INC.

MEETING OF THE BOARD OF DIRECTORS

August 22, 2017

A REGULAR meeting of the Board of Directors was held on Tuesday August 22, 2017 at 10:30 AM in the offices of ICON property Management located at 5325 East State Road 64, Bradenton, FL 34208.

A quorum of the Board of Directors was present with Mr. Scott Hancock, Mr. Michael Fisher, and Mr. Terry Lyons, and Mr. Bob Walsh in person, and via conference phone Ms. Anita Tierney, Mr. Charles Glasser, and Mr. Eddie Hicks. Also present were Shaun Fitzner, LCAM, and Pat Cattanach General Manager.

The President, Terry Lyons, called the meeting to order at 10:30 AM. 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 21 owners present at the meeting who had signed in at the door and eight owners who filled out request to comment to the board forms.

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

It was voted in motion #17-144: to approve the minutes of July 18, 2017 as presented, an amendment was made to the motion to include the name of owners making comment to the board and the topic for which they commented on as the presented minutes had eliminated all reference to the member comments and details of the comments (this is a reduction from how member comments were previously reflected in the official minutes), the amended motion was carried with Anita Tierney opposed, and Eddie Hicks, Charles Glasser, Bob Walsh, Terry Lyons, Mike Fisher, and Scott Hancock in favor. **Motion passed.**

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

It was voted in motion #17-145: to approve the minutes of the July 25, 2017 board meeting as presented, motion carried unopposed. **Motion passed.**

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

It was voted in motion #17-146: To approve the minutes of the August 9, 2017 board meeting at which a quorum was not obtained as presented, motion carried unopposed. **Motion passed.**

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

It was voted in motion #17-147: to approve the minutes of August 10, 2017 board meeting at which a quorum was not obtained as presented, motion carried unopposed. **Motion passed.**

On matters relating to owner comments:

Members were allowed up to three minutes to make comment to the board.

Bill Moritz: communications, renters, document updates

Barbara Moritz: Safety issues

James Bayne: Landscape issues

Patti Reid: Safety Issues, Wine tasting event on 9/16, holiday decorations

Paul Bondi: Cable TV

Rob Miller: No fishing signs

Jack Wilson: tennis matters

At this point a request was made to move the item related to the IT committee to the next item on the agenda

On matters related to the IT committee recommendation:

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

It was voted in motion #17-148: to approve hiring of Bill Boothe as a consultant to perform the following tasks:

- take an in-depth look at any contract we might sign with a vendor,
- assist in the final negotiation efforts,
- develop specifications for any software code promised by a vendor but not yet incorporated in the vendor's software,
- help in the review, evaluation and selection of the final vendor by providing side-by-side comparisons of the vendors' products including a short- and long-term pricing comparison and analysis of vendors' proposals to ensure they are not missing modules we need or including modules we do not need.
- Price of the agreement is \$4500."

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

At this point Ms. Anita Tierney exited the meeting

On matters relating the General manager and Community managers reports:

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

It was voted in motion #17-148: to accept the reports of the general manager and the community manager and incorporate them into the minutes, motion carried unopposed. **Motion passed.**

On matters relating to the treasurers report:

The treasurer reported on the current status of the association, the full report of which can be seen at the end of these minutes.

On matters relating to the HOA online voting process:

A vote will be sent out to the members to get feedback on their experience in accessing the site, and to get their approval to use it for association voting matters for which it was intended.

On matters related to the reserve study and defect study:

A draft of the reserve study has been received and is being reviewed. The draft of the defects study is expected.

On matters related to the mission statement of the River Strand association:

Upon a motion made by Scott Hancock, seconded by Mike Fisher,

It was voted in motion #17-149: that the following be the mission statement of the association:

The Mission of the River Strand Golf and Country Club and its Board of Directors is to provide all homeowners, residents and their guests with a “world class” residential, golf, tennis, and dining experience.

- *Provide residents and guests with a safe, secure, and friendly environment;*
- *Maintain a strong financial position that will allow us to improve and maintain the Club amenities and infrastructure;*
- *Keep our home values above average;*
- *Ensure General Mgr, Property Mgr and respective staff provide homeowners and residents with reliable, timely and consistent quality service;*
- *Keep the lines of communication between homeowners, the property managers, and the Board of Directors open and transparent;*
- *Ensure homeowners and residents understand and adhere to the Club’s governing documents*

Motion carried unopposed, **Motion passed.**

On matters related to the appointment of the chairperson of the Safety committee:

The chairperson of the Safety committee has resigned his position and removed himself from the committee.

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

It was voted in motion #17-150: to appoint Al Ambrosino as chairperson of the committee, and replace the open position on the committee with Lynn Friedman, motion carried unopposed.

Motion passed.

On matters related to the restatement of the covenants of River Strand:

No information was available at this time.

On matters relating to board meeting documentation:

No information was available at this time

On matters relating to handicapped parking:

Upon a motion made by Terry Lyons which did not receive a second and therefore fell to the floor.

On matters related to a collection item for the association:

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

It was voted in motion #17-151: to suspend the club rights and submit to the attorney for collection 6868 Wild Lake Terrace which is more than 90 days in arrears, motion carried unopposed. **Motion passed.**

On matters related to the social committee:

Upon a motion made by Mike Fisher, seconded by Eddie Hicks,

It was voted in motion #17-152: to authorize the purchase of two replacement treadmills to be paid for from the operating budget for replacement equipment, motion carried unopposed. **Motion passed.**

Upon a motion made by Mike Fisher, seconded by Eddie Hicks,

It was voted in motion #17-153: to approve a contract with Sarasota Holiday Decorators for a term of three years which includes the purchase of holiday decorations to be installed and stored by Holiday Decorators at a cost of \$16,000 in the first year and then \$6600 per year for each of the remaining 2 years – contract through 2019 holiday season, motion carried unopposed. **Motion passed.**

On matters related to Safety and Security committee:

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

It was voted in motion #17-154: to approve a contract with ENVERA system to provide the monitoring and guest access control to the association for a 5 year period, motion carried unopposed. **Motion passed.**

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

It was voted in motion #17-155: to approve the purchase of upgraded camera systems and RF transmitter detection system for each gate at a cost of \$20,600, motion carried unopposed. **Motion passed.**

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

It was voted in motion #17-156: to eliminate the pool security guard effective in two weeks, motion carried unopposed. **Motion passed.**

On matters related to the golf greens committee:

Upon a motion made by Charles Glasser, seconded by Eddie Hicks,

It was voted in motion #17-157: to change the bunker on Estuary #8 into a waste bunker with funding to come from the special projects golf budget in the amount of \$5200, motion carried unopposed. **Motion passed.**

On matters related to the golf activities committee:

Upon a motion made by Charles Glasser, seconded by Scott Hancock,

It was voted in motion #17-158: to purchase a GPS system from visage system for the golf carts with all costs to be passed through to the users of the system.

Upon a motion made by Terry Lyons, seconded by Charles Glasser,

It was voted in motion #17-159: to conduct a survey of the members to see if the visage system which includes modules that would be used for GPS, cart monitoring, and cart maintenance were desirable to the members of the community.

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

It was voted in motion #17-160: to table motion 17-158, and 17-159, the motion carried with Charles Glasser opposed, and Eddie Hicks, Bob Walsh, Terry Lyons, Mike Fisher, and Scott Hancock in favor. **Motion passed.**

At this point the meeting was closed with the remainder of the agenda to be discussed on August 30, 2017 at 10:30 AM.

The meeting was opened on August 30, 2017 at 10:30 AM at the offices of ICON management located at 5325 State Road 64, Bradenton, FL 34208.

A quorum of the Board of Directors was present with Mr. Michael Fisher, Mr. Terry Lyons, and Mr. Bob Walsh in person, and via conference phone Mr. Scott Hancock, Ms. Anita Tierney, Mr. Charles Glasser, and Mr. Eddie Hicks. Also present were Shaun Fitzer, LCAM, and Pat Cattnach General Manager.

On matters relating to the tennis committee:

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

It was voted in motion #17-161: to approve the rules for tennis as follows:

TENNIS RULES

River Strand Golf and Country Club

August 30, 2017

Members and their guests shall have the right to use the Country Club Courts at any time the tennis courts are open. The operating hours are daily from 8 am to 10 pm. Variations of time will depend on the season, weather and utilization of the facility. Courts are not to be used when nets are lowered.

General

- 1. The United States Tennis Association code shall govern play.*
- 2. Playing guests must be registered by a member or transferee .*
- 3. Courts are not to be used for any purpose other than tennis, unless authorized by the Director of Tennis.*

Guest fee policies:

- 1. Outside guest fees are \$10 per player in season (Nov 1-April 30) and \$5 per player May 1 to Oct 31. There will be no fee for house guests of members.*
- 2. A member may register outside guests for no more than 4 time slots per month. There is no limit on house guest play.*
- 3. There is no limit on how many times a guest can take lessons and clinics.*
- 4. If payment is not made at the time of play, the member sponsoring the guest will be billed for their guest's fees.*

5. *Until the reservation system is upgraded to allow members to schedule their guests, members must call the pro shop to register guest(s) at the time that a court is reserved or participation in an event is scheduled.*
6. *Members may sign up guests two days in advance for organized events. Guests will not be bumped by members wishing to sign up after this cutoff.*

Club Program Policies

For Morning Doubles, Tuesday Men's Night, Thursday Mixed Night, Sunday Men's Morning Doubles, if you must take your name off the participant lists for these events, you must do so by the following times: Morning doubles 5:30 pm the evening before, Evening doubles 1 pm the day of.

Failure to participate for the above events after reserving space without removing your reservation by the designated cut off time slots or arranging for a substitute (any club member) will result in a written reminder for the 1st occurrence, and the 2nd may result in may result in the matter being referred to the compliance committee for review.

Court Reservation policies

- 1. All members and guests are required to use the court reservation system provided. Players without reserved court time are always welcome, but are required to check in with the pro shop . Court reservations can be made by calling the Tennis Pro Shop at 941- 932-8680 or online at: <http://www.makeclubreservations.com> code: **river1***
- 2. You are allowed to make social reservations 72 hours in advance. Please include all the players in your group on the reservation block.*
- 3. Players are asked to confirm their reservation with the pro shop prior to entering the court. Players without reserved court time will be asked to relinquish any court which has been previously reserved by another group*
- 4. Reservations are limited to 1.5 hours. Additional time cannot be added by using a different name to the original reservation. However, the pro staff may work with the group to determine if there is an open court available to accommodate additional time requested*
- 5. Event registrations can be made as soon as the Tennis staff opens the registrations, for example, morning doubles is entered 7 days in advance, bookings can begin immediately.*
- 6. Reservations for activities like team practices or regular play by a floating group of players may be made the same number of days in advance as social reservations. Each group will appoint an administrator. This individual will be given sufficient computer privileges to block one or more court times using a method which will allow individual players to then sign up for the times. It will be the responsibility of the administrator to cancel reservations if a court will not be used. The first failure to do so will result in a warning. The second in revocation of administrator privileges.*
- 7. Players without a reserved court time will be asked to relinquish a court which has been previously reserved by another group. The pro shop staff may rearrange court assignments to accommodate court conditions, league play, etc.*
- 8. The Club Manager or the professional staff may block off times during which the courts will be reserved for men's and women's leagues, maintenance or special functions.*
- 9. For league matches, the maintenance staff will make every effort to brush the courts between 11:30 am and 12 pm in preparation. Warm up courts for these matches may be booked 24 hours in advance.*
- 10. Flex league reservations are recommended to be played during non-prime time hours if possible.*

Ball machine policies:

- 1. Ball machine reservations can be made 48 hours in advance.*
- 2. Ball machine reservations are limited to 1 hour.*
- 3. Ball machine may not be reserved outside of Pro Shop hours.*
- 4. Fees are \$10 per hour or \$100 per year for a Ball Machine Club membership.*
- 5. Court 3 is the preferred court for ball machine reservations, courts 1,2,4, and 5 are the next best courts to use for this.*

Court rules/etiquette:

1. *Tennis shoes are required. No cross trainers, walking shoes, or running shoes.*
2. *Appropriate tennis clothing must be worn, no cut offs, cargo shorts, midriiffs, sports bras without shirt/blouse, jerseys, or bathing suits.*
3. *Shirts required.*
4. *All players and spectators must refrain from loud conversations and noises that might distract other players.*
5. *Players are responsible to close the gates and turn off the lights after play.*
6. *Only River Strand Tennis Professional Staff are allowed to give lessons on the property unless given direct permission from the Director of Tennis.*
7. *Sports drinks and snacks that meet the dietary requirements of individuals may be brought and consumed on court sidelines.*
8. *Any alcohol beverage being consumed on the club premises must be purchased from the club.*

Upon a motion made by Eddie Hicks, seconded by Bob Walsh,

It was voted in in motion # 17-161: to approve the number of outside tennis only memberships in 2018 to no more than 60, motion carried unopposed. **Motion passed.**

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

It was voted in motion #17-162: to approve an increase in the outside tennis membership dues for 2018 by up to 10%, motion failed with Bob Walsh, Mike Fisher, Eddie Hicks, Anita Tierney, Charles Glasser, and Scott Hancock opposed, and Terry Lyons in favor. **Motion failed.**

On matters related to the compliance committee:

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

It was voted in motion #17-163: to approve a fine for 6929 Grand Estuary Trail unit 104 in the amount of \$100 for failure to put out trash can on appropriate day, and a fine of \$175 for failure to put out recycle bin on appropriate day.

Upon a motion made by Scott Hancock, seconded by Eddie Hicks,

It was voted in motion #17-163: to amend motion #17-163 to levy the fine in the amount of \$25 for the trash can, and \$25 for the recycle bin. Motion carried with Bob Walsh, Mike Fisher, and Anita Tierney opposed, and Terry Lyons, Eddie Hicks, Scott Hancock, and Charles Glasser in favor. **Motion carried.**

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

It was voted in motion #17-164: to approve a fine for 502 Grand Preserve in the amount of \$50 for failure to put trash out on the appropriate day, motion carried unopposed. **Motion passed.**

On matters relating to the finance committee:

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

It was voted in motion #17-165: to approve the dropping of Ron Dubin and add Fred Lansky to the finance committee, motion carried unopposed. **Motion passed.**

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

In was voted in motion #17-166: to stop the use of American Express credit cards in the club.

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

It was voted in motion #17-167: to table motion #17-166, and refer the matter back to the finance committee to provide a complete plan for how credit cards will be processed at the club, motion carried with Anita Tierney, and Charles Glasser opposed, and Bob Walsh, Terry Lyons, Mike Fisher, Eddie Hicks, and Scott Hancock in favor.

Motion passed.

There being no further business the meeting was properly adjourned at 12:11PM.

Respectfully Submitted,

___, Bob Walsh, Secretary

Shaun Fitzer, LCAM

On Behalf of River Strand Golf and Country Club

Attachments: CAM weekly reports, GM report, Treasurers reports:

CAM Report 7/31-8/3:

Association matters:

- 1) 87 letters sent out on rentals issues from compliance subcommittee – 10 of these were ones that had comments regarding actual use for less than 30 day period. We have received 15 responses from people who got the friendly letter. The vast majority of these understood the explanation and just wanted to go on record that they do not violate the policy this was documented and put in a shared folder which was created for this committee
- 2) Work up delinquent report for finance meeting separate issues relating to food minimum and club charges from quarterly maintenance fees
- 3) Apply late fees to 78 accounts and send letters

Pool matters:

- 1) Issue with heater at Sanctuary pool – these heaters should be able to cool the water in the pool, symbiot the installer was onsite and adjusted the heaters, we will need to make flow adjustments to ensure that they are working efficiently
- 2) Repair to stenner chemical feeder at the 8206 Grand Estuary Pool
- 3) Issue with winding brook lane pool heater – this heater ha the ability to cool the pool which we were testing and did not function as anticipated. A warranty call has been made

Fitness center matters:

- 1) Order processed for 2 rowing machines – getting one that is powered that will go to the main club and second unit will go to the Sanctuary
- 2) Received bids for replacement of yoga flooring
- 3) Repair to main club fitness center treadmill
- 4) Creating RFP for replacement treadmills with social committee chair

Clubhouse matters:

- 1) Met with Social committee and holiday lighting company to work on revised holiday decorating
- 2) Vent inspection in the restaurant
- 3) Pest control completed for building

Staffing:

- 1) Maintenance man was out sick for 2 days
- 2) Continue to search for replacement for front desk
- 3) Lifestyle Director was out thru Thursday, remaining front desk administrator filled in with handling eblasts and postings on the web site

Grounds:

- 1) Installation of "No trespassing" English and Spanish at west end of Port Harbour near Kay street
- 2) Fish kill at tributary 1 pond and driving range
- 3) Backup at pond LA10 which is located off of the west end of Grand Estuary trail near Heritage Preserve Run had backed up into the street, contacted preserve maintenance company. Drain into the preserve had gotten backed up with debris which came down from the storm.

Security:

- 1) Meetings with ENVERA, EMG, Tycho/ADT regarding contract for security monitoring and guest access. So far only ENVERA can bid for the entire RFP
- 2) Winding River Trail exit side pedestrian gate electrical issue repaired by ENVERA under warranty
- 3) Heritage Preserve Run exit gate on east side bracket bent from winds replaced with new brackets and connection point
- 4) Altercation at front gate with resident and guest and guard

CAM Report 8/4-8/10:

Association matters:

- 1) Attend fining (appeals) committee meeting – 5 issues decided on 1 upheld and 4 denied
- 2) Attend compliance hearing
- 3) Attend safety committee meeting
- 4) Followup on insurance claim related to fitness center
- 5) HOA online voting system questions submitted to board
- 6) Work on email list to be uploaded to HOA online
- 7) Start draft of 8/22 agenda in drop box
- 8) Check received from insurance company for cancellation and rewrite of directors and officers insurance policy. We had paid for the new policy to have to put in place to protect the new directors and had a refund of premium from the old policy. Increased amount falls under the budgeted figure

Pool matters:

- 1) Pool cooling system at Willowshire Sanctuary clubhouse activated and set at 84 degrees – issues related to the pump system addressed under warranty corrected issues with flow through the 6 geothermal pumps
- 2) Winding Brook Lane pool heater which was replaced last year has a cooling system – there have been issues in setting the cooling function this is also being addressed under warranty
- 3) Pool furniture delivery for restrapping completed – all restrapped furniture per committee direction delivered to pools – need to resort some furniture to match colors and balance the number of pieces between pools

- 4) Onsite maintenance staff member releveled pavers at main pool
- 5) Onsite maintenance staff starting with painting project of bathrooms at 8206 Grand Estuary pool

Fitness center matters:

- 1) Rowing machines ordered and delivered for two fitness centers – machines setup and functional
- 2) New signage purchased for fitness centers to be delivered by next week 8/18

Clubhouse matters:

- 1) A/C issue in main dining room related to drain backup shut off system. System pan drained by onsite staff to be cleared by maintenance company
- 2) Upholstery repairs at bar
- 3) Met with technology service company DATUM and evaluated and provided responses to technology service company
- 4) A/C in restrooms in Sanctuary clubhouse non functional on 8/10 – maintenance company called, possible electrical issue

Grounds:

- 1) Sidewalk repair company that levels sidewalks onsite scheduled for repairs on 8/14 – area by tennis courts identified as trip hazard
- 2) Issues regarding detail landscape maintenance (trimming of hedges and shrubs in the single family homes) – areas on Heritage Grand and River Preserve not trimmed. Promise to complete this months work the weekend of 8/12 by landscape maintenance company.
- 3) Met with drainage control company regarding drainage issues at Sanctuary Clubhouse – side walk between the fitness center and pickleball courts flooding. Have requested help from contractor in providing possible RFP and costs to correct the issue. Am reviewing drainage as installed to see if maintenance has been missed
- 4) Onsite maintenance staff member completed multiple road patches

Security:

- 5) Issue with linear emerge system – communications node to sanctuary gate would not communicate with main system – same day repair by ENVERA
- 6) Contacted ENVERA about setup of non-administrative rights for viewing information – this is not possible on the system
- 7) Reports of multiple pool parties at Sanctuary pool which was an approved event – need to review form utilized for events and add additional verbage relating to access of guests to the property – requirement to provide list of guests or contact phone number to confirm guest access
- 8) Issue with Winding River Trail gate stuck in open position reported by ENVERA to manager and reset at 8PM
- 9) Met with bidders for monitoring service of burglar, camera, and guest access system, Rapid Security Solution. Followup with Simplex and EMG companies contacted who were unable to bid

CAM Report 8/13-8/17:

Association matters:

- 9) Complete reports, minutes and attend ARC meeting, communicate back to owners regarding approvals, and items that needed to be addressed for approval
- 10) Working with insurance agent on final disposition of insurance claim from water leak in fitness center

- 11) Met with Safety committee about security monitoring bids and presented comparison

Pool matters:

- 6) Filtration system at main pool spa casing was cracked and there were related plumbing issues, replaced dual filters with single filter canister to make more efficient
- 7) Repairs under warranty to pool heater/cooling system at Winding Brook Lane – this pool has a system which is capable of cooling and has been set to 84 degrees

Fitness center matters:

- 3) New flooring installed in yoga room, final punch out work still to be completed

Clubhouse matters:

- 5) A/C issue in main dining room related to drain backup shut off system. Issue was with the plumbing of the condensation line which was getting flooded and backing up, line has been replumbed
- 6) Mechanical room in kitchen work to seal up open areas where heat comes down from the attic space and add additional circulation in the room- we have been achieving 74 degrees for the majority of the day, but during the afternoon heat times when the door is open it can get to 80 degrees in the room- we are monitoring to see if this will improve the afternoon issues
- 7) Upholstery repairs at bar – all bar stool seats have been recovered
- 8) A/C in restrooms in Sanctuary clubhouse motor issue, part replaced

Grounds:

- 5) Sidewalk repair completed at tennis court 8
- 6) Replacement shrubs as identified by the property management committee and approved by the board installed
- 7) Identified complaints from the following: 7031 Quiet Creek – ligustrum tree shrub falling over – item was plated too close to the home and recommend that it be removed owner will do ARC request – owner felt issue was caused by landscaper not topping the tree on a regular basis, 8907 River Preserve – weeding in front bed and clean up, 7103 Marshview – broken downspout – repaired, 7904 Heritage Grand Place – weeding, 6706 Rookery – weeding in beds
- 8) Identified by truscapes – dead silvester palm at 8311 River Preserve

Security:

- 10) Contact with leadership at ALLIED UNIVERSAL (guard service) about the quality of the guards on the weekend – checking ID and recording names in ENVERA system



August 20, 2017

To: The Board of Directors

From: Pat – General Manager, River Strand

Re: Activity Report August 12 – August 19, 2017

Board members, please see below for the pertinent activity in the referenced period:

Master Association

*Search for the replacement in Accounting continues. Interviews were conducted during the last week. More interviews scheduled this coming week.

*Water damage update – New floor has been put down and will be in use this coming week. Working with insurance agent on final disposition of insurance claim

*Meeting has been arranged with Andy Moore of Gulf Coast Properties to discuss renting policies and current procedures being used by Gulf Coast on August 2. Received the initial report from the company earlier this last week.

*A/C system for the dining room failed on Friday afternoon, 8/11. Temporary repair was made the same day and the condensation line was cleaned out on Monday.

*Assisted owner with dispute against landscaper who cut down a portion of a privacy hedge. Landscaper met with owner and an acceptable solution was reached. Replacement landscape to be installed this coming week.

Food and Beverage

*Received a formal notice from Wendy Wallis stating that she would be leaving River Strand. Her last day of employment will be September 15. Interviews have started and will continue this coming week.

*Bar stools have been reupholstered. Work on fixing the table tops is ongoing. Efforts to find a vendor that will guarantee the work needed is difficult. We are getting pricing on replacing the table tops as another option.

GOLF

*Initial interviews will be scheduled by the end of the month. Goal continues to be that the successful candidate will be in place by November 1. Corey Pion has been named the Head Golf Professional at Rosedale.

Treasurer's Report Aug 22, 2017

1. River Strand Financials (Thousands)

<u>Month of June 2017</u>	2016 <u>Act.</u>	2017 <u>Act.</u>	2017 <u>Bud.</u>	<u>2017 Actual vs. Budget Variance</u>
Admin/Clubhouse Profit	(18)	5	(52)	57 Fav. + 34 Rev, + 23 Eng Exp, + 9 Prior Yr Exp -20 Mulch/Chem/Fert, -34 Special Proj.
Cable/Landscaping	7	(3)	9	12 Unfav Mulch
Pro Shop/Golf Profit	11	11	(8)	19 Fav: -35 Chem/Fert Exp, +4 Public Rev -19 Cart Rev
Food and Beverage (Loss)	<u>(37)</u>	<u>(58)</u>	<u>(32)</u>	26 Unfav: +7 Food Rev, +15 CofS Food, +9 Payroll Exp, -7 Concess Rev
Consolidated Profit (Loss)	<u>(35)</u>	<u>(44)</u>	<u>(82)</u>	38 Fav
<u>Month of July 2017</u>	2016 <u>Act.</u>	2017 <u>Act.</u>	2017 <u>Bud.</u>	<u>2017 Actual vs. Budget Variance</u>
Admin/Clubhouse Profit	32	46	(10)	56 Fav. + 34 Rev, - 11 Pool Exp
Cable/Landscaping	11	(3)	9	12 Unfav - Mulch
Pro Shop/Golf Profit	(12)	(10)	(22)	12 Fav: -6 Payroll Exp, -9 Irrig Exp, +5 Public Rev -16 Cart Rev
Food and Beverage (Loss)	<u>(21)</u>	<u>(50)</u>	<u>(32)</u>	18 Unfav: +7 Food Rev, +14 CofS Food, +5 Payroll Exp, -7 Concession Profitability
Consolidated Profit (Loss)	<u>10</u>	<u>(17)</u>	<u>(55)</u>	38 Fav
<u>Jan – July 2017</u>	2016 <u>Act.</u>	2017 <u>Act.</u>	2017 <u>Bud.</u>	
Landscape	24	(38)	65	104 Unfav.
Cable	13	14	-	14 Fav
Admin/Clubhouse Profit	145	325	(114)	439 Fav.
Pro Shop/Golf Profit	487	548	332	212 Fav
Food and Beverage (Loss)	<u>(81)</u>	<u>(113)</u>	<u>(20)</u>	<u>93 Unfav</u>
Consolidated Profit (Loss)	<u>589</u>	<u>735</u>	<u>266</u>	<u>468 Fav.</u>
Golf Profit after allocations		\$235		
Social Profit after allocations		\$500		

2. Quarterly Profit to Revenue Analysis (attached)

- a. Provides trend by quarter starting in 2015

3. Audit Report 2016

- a. Requested detailed back up for journal entries and still waiting
- b. Received Audit Invoice - \$38K+, \$15 K over last year and budget, requested supporting back up for additional cost, need back up and previously requested supporting journal documents before paying bill

4. Audit Report Feb 2017
 - a. Stroemer originally told ICON we would receive audit report in July
 - b. Have not received any response from Stroemer or David to several follow up emails
5. RSM 2017 Audit
 - a. RSM provided listing of documents required from ICON and Doreen reviewing request
 - b. Tentative Timeline (RSM usually plans 4 months to complete first audit)
 - i. Week of Oct 2 – onsite planning, interim procedures, review internal controls
 - ii. Week of March 12 & 19 – onsite field work
 - iii. Week of April 2 – audit wrap up (not onsite)
6. Collection Policy
 - a. Completed and submitted to attorney
 - b. New policy – member’s privileges suspended after 30 days past due, members have right to appeal to fining committee
7. Proposed Allocation of revenues and expenses between Golf and Social
 - a. No additional feedback since reviewed last month
 - b. Plan to use new allocations for 2018 budget
 - c. Impact of new allocations on historical financials per Alan’s analysis

<u>Year</u>	<u>Mem.</u>	<u>New Alloc %</u>	<u>ICON Fin</u>	<u>Stroemer Audit</u>
2016	Golf	476	108	222
	Social	70	428	325
2015	Golf	329	20	204
	Social	(131)	247	117

8. 2017 Forecast
 - a. Initial Forecast for 2017 - \$450 - 500K profit before potential payout of \$160K to Lennar
 - b. Forecast includes approximately \$150K for repairing defects and special projects for balance of year
9. 2018 Budget (attached)
 - a. Updated budget calendar by Pat
 - b. Planning on using new Golf/Social Allocations
10. Investment Strategy
 - a. Transferring \$250K to Fidelity which will earn an annual rate of 1.25% for 6 months, can be withdrawn at any time
 - b. Planning on investing \$250K in 6 month CD which should earn about 1.5%, working with BB&T on CD

Consolidated									
		2015	Net		2016	Net		2017	Net
	Revenue	Net	%	Revenue	Net	%	Revenue	Net	%
1st Q	2500	322	13%	2753	378	14%	3120	642	21%
2nd Q	2079	126	6%	2292	143	6%	2308	111	5%
3rd Q	1778	-107	-6%	2027	99	5%			
4th Q	2259	-362	-16%	2537	-82	-3%			
Pro Shop/Golf									
		2015	Net		2016	Net		2017	Net
	Revenue	Net	%	Revenue	Net	%	Revenue	Net	%
1st Q	1119	319	29%	1131	333	29%	1163	441	38%
2nd Q	821	71	9%	850	149	18%	794	117	15%
3rd Q	628	-71	-11%	670	-7	-1%			
4th Q	917	113	12%	909	118	13%			
F&B									
		2015	Net		2016	Net		2017	Net
	Revenue	Net	%	Revenue	Net	%	Revenue	Net	%
1st Q	541	15	3%	582	10	2%	701	66	9%
2nd Q	367	-21	-6%	353	-69	-20%	377	-129	-34%
3rd Q	234	-74	-32%	269	-89	-33%			
4th Q	523	41	8%	433	-56	-13%			
Admin									
		2015	Net		2016	Net		2017	Net
	Revenue	Net	%	Revenue	Net	%	Revenue	Net	%
1st Q	840	-30	-4%	1038	34	3%	1255	134	11%
2nd Q	890	-1	0%	1090	65	6%	1137	123	11%
3rd Q	917	0	0%	1090	193	18%			
4th Q	819	-383	-47%	1196	-144	-12%			

2018 Budget Calendar

1. Department managers prepare project proposals and cost for the period 5/31/2017 thru 12/31/2018 - May 31.
2. Project proposals reviewed with respective committees and finalized - June 30I have not seen any proposals, though I am aware that department managers and committees are discussing.No change
3. Proposals submitted to BOD for consideration in either 2017 or for 2018 budget - July 1
4. Board approves projects for 2017 and 2018 budget - July 15
5. Department managers will begin the process of preparing the 2018 budget in July
 - a. Dept managers/accounting send letters to vendors confirming rates for 2018 - July 1 department managers are confirming pricing from those vendors who provide year by year pricing. Some examples would be electricity, propane gas, water from municipalities, trash fees, service agreements, bulk cable, cleaning service, personnel staffing at the gatehouse, pool cleaning. This is typically a difficult process getting vendors to identify possible rate increases for the next year this far in advance but we are communicating with them. Process complete as much as possible. As we get pricing updates from vendors we will update the budget. We want to get pricing updates in writing.
 - b. Accounting prepares departmental forecast with 6 months actual/6 months budget - July 20Initial draft of forecast has been completed and submitted to finance committee for review
 - c. Dept managers prepare 2018 departmental budget with inclusion of approved projects - July 31it is still the expectation to have a prepared draft completed by July 31 so that an initial review can be conducted internally before proceeding with the next step.Initial draft of budget completed by 7/31; forwarded to ICON corporate and to finance committee
6. ICON to review budget with ICON senior managers - August 15 formal review date has not been set, though comments from finance committee have been received
7. ICON reviews and finalizes budget with respective committees and Finance Committee - August 31
8. Budget submitted to Board - Sept 1
9. Boardfinalizes reserves for 2018 budget and adds to budget- Sept 15 initial draft of the Reserve Study received and initial discussion held on August 18, no changes to the current reserve study included in the budget template
10. Board finalized other adjustments based on turnover negotiation with Lennar and reflects in budget- Sept 15
11. Board reviews and approves "draft" budget -Sept 30 this date can be easily adjusted, final approved draft to be sent to residents needs to occur prior to October 30.
12. Approved "Draft" budget (including reserve calculations) and notice of Board Budget meeting mailed to all homeowners (required to be mailed 14 days prior to meeting) - Oct 15
13. Board Budget meeting - scheduled the week of November 13 – 17.
14. Board approves the 2018 budget at the Board meeting week of November 13 – 17
15. Budget signed by an officer of the association (President or Treasurer) -Nov 17
16. Approved budget uploaded to the association website - Nov 20
17. Copy of approved budget sent to ICON accountant - Nov 20
18. ICON prepares 1st quarter assessment billing, mailed by Tuesday, December 5, 2017.