

**Continental Country Club
Homeowners Association
Regular Meeting of Board of Directors
March 24th , 2015
2:30 p.m.**

1. **Call to order** – Bill Babb, President, called the meeting to order at 2:32p.m.

2. **Roll Call** – CCC Staff Member Judi Barrett called roll. All board members were present. Others present at the meeting were Executive Director Bobby Zweifel and staff members Carmichael, Wright and Barrett.

3. **Approval of Agenda** – The agenda was presented and reviewed. Staff member Barrett reported that there was a modification to the agenda. The CPA Prepared Financial Report, originally item#7, was moved to item#6 on the agenda. **Prida made a motion to approve the agenda as amended. Motion was seconded and carried unanimously. (MSCU).**

4. **Homeowner Participation**
Homeowners Barry Bertani and Carol Lindsay were present. Homeowner Bertani inquired into whether the Pickleball courts would be resurfaced this year. Zweifel stated that the Pickleball Courts were going to be resurfaced beginning May 2015 or possibly earlier.

5. **Approval of Minutes**
 - The Minutes for the February 2015 meeting were reviewed. **Chambers made a motion to approve the minutes with the following modifications:**
 - Item # 7- Pickleball - CCC would put up \$7500 for the Pickleball program to match for court improvements.
 - Item #8 – The new golf rates stated in Wright’s golf report are identified as Peak Season Golf Rates.
 - A copy of the Golf Rate schedule will be attached to the minutes for February 2015
 - **The motion was seconded and carried. (MSCU).**

6. **2014 Annual Financial Statement by CPA Kevin Stevens (HintonBurdick)**
 - Kevin Stevens, the Association’s CPA presented Financial Statements for Year 2014 ending December 31, 2014 and responded to questions from the Directors. Chambers requested a copy of the Average Interest Rate for the current date. Mr. Stevens stated that he would provide the board with that information promptly. **Chambers moved to approve the 2014 Annual Prepared Financial Statement. The motion was seconded and carried. (MSCU).**

7. **Discussion/Standing Items**
 - **Golf**
 - The board discussed golf rates, dates for peak season and off season golf rates along with pre and post season golf rates.

- **Chambers made a motion to approve modified rate schedule as presented by the Golf Committee. The motion was seconded and carried. (MSCU).**
- **New CCC Logo**
 - **Chambers made a motion to approve the use of the same new CCC logo for both the Continental Golf Club, Flagstaff and for the Continental Country Club, whereupon script may be added to the logo as needed. Also, before ordering supplies with the new CCC logo on it, CCC would first exhaust the current supplies with the old CCC logo on it. The motion was seconded and carried. (MSCU).**
- **Grounds and Greens Committee**
 - Duncan gave a presentation that highlighted the need for a Greens/Grounds Committee. The board determined that the grounds committee would need to work closely with FGMC and Executive Director Zweifel. Kleiner directed Duncan to bring the proposal back as an action item at the April Board Meeting. He also directed Duncan to prepare more stringent guidelines for how the committee will operate and how it will be managed.

7. Action Items

- **Finance Committee Report – February 2015: Carmichael reviewed the following financial reports:**
 - i. Income statement for the month of February 2015
 - ii. Income statement for Year to Date February 2015
 - iii. Income statement for Golf Business Unit: month of February 2015
 - iv. Income statement for Golf Business Unit: Year to Date February 2015
 - v. Income statement for Small Business Units: month of February 2015
 - vi. Income statement for Small Business Units: Year to Date February 2015
 - vii. Statement of Cash Flows: Month to Date February 2015
 - viii. Statement of Cash Flows: Total Year to Date Statement of Cash Flows: Total Year Cash Flow Estimate

Prida made a motion to approve the financials as presented. The motion was seconded and carried. (MSCU).

- **Signers on the CCC account with Chase Bank**
 - **Vance made a motion to designate Bobby Zweifel, Bill Babb and Blake Rolley to be signers on the CCC account with Chase Bank. The motion was seconded and carried. (MSCU).**

8. Department Reports

- **Golf Operations - Director of Golf Operations, Brian Wright Reported that:**
 - Golf has a new rate card, OB Flyer, OB sale signs & posters. Golf Department is ready to sell High Country Cards.
 - Ball Dispenser will be installed on April 6th.

- Wright and the board discussed the following parameters for employee green fees:
 - Who is considered an employee: CCC, Wyndham, FGMC and 3 designated individuals from the restaurant.
 - Times of day/week/season that an employee may and may not play
 - How an employee may inquire to see if there is an opening for play

Prida made a motion to accept the proposal to set the employee discount at \$8.00 for the month of March. Beginning April 2015, the employee discount will change to \$8.00 for 9 holes and \$16.00 for 18 Holes. The motion was seconded and carried. (MSCU).

- **FGMC** - Superintendant of FGMC Jeff Plattis reported that:
 - Leased equipment will be arriving beginning of April.
 - CCC has on staff 1 FT and 1 PT Groundskeeper for March.
 - Past projects include laying decorative rock on the back of the driving range tee and blowing debris off the course. Current projects include grating out the parking lot, checking on irrigation, aerification and tee's. Future projects will include burning reeds on hole #9 and continuing to add aquatic herbicides to the lakes and preparing the bunkers for play.
 - FGMC's biggest challenge is facing is elk damage on the greens.
 - Plattis reported on the theft that occurred on the golf course where 7 flag sticks were stolen.
 - Prida inquired as to the number of employees a 'full crew' consists of for CCC. Plattis replied that 6 employees would be considered a full crew; 1 green mower, 2 fairway mowers, 2 rough mowers and 1 bunker.

- **Restaurant Operations** – Bobby Zweifel stated that he would correspond with the owners of the restaurant regarding the wall on the back patio. The wall blocks the view of the golf course from the restaurant.

- **Executive Director Report** – Bobby Zweifel reported that:
 - Bear Paw Pool will be opening on April 13th
 - April 12th – Maintenance on CCC Pool Fence will begin. Fence will be moved so it includes the grassy area near the pool house. Fence will also be re-painted.
 - April 22nd – Work on the new pool deck is projected to begin.
 - Zweifel received a bid today for replacement gutters.
 - Passpoint, the fitness room entry system, is no longer working. New entry system, safelock, will be installed in April.
 - Fitness Room updates have begun – new Recumbent bike, new paint & motivational signs.

- The new network server will be here in May
 - **Tennis** - Director of Tennis, Greg Kleiner reported that :
 - Members have expressed interest in paying to reserve tennis courts for the whole summer season.
 - New tennis netting has been ordered for court 1 & court 2.
 - Currently many NAU tennis matches occurring on the courts.
 - **Lake Elaine** – Executive Director Zweifel reported that:
 - The water in Lake Elaine is at an acceptable level. He is working on maintaining the water at it's current level.
 - Received a bid from Jeff Johnson, to create graphics that would demonstrate various landscaping scenario's for Lake Elaine, with its current water level.
 - Vance stated that he would be actively researching grants/funding for water projects that could be applied to Lake Elaine.
 - **CC&R Compliance** – Supervisor Judi Barrett
 - Barrett reported that homeowner, Mr. Monell could not make this month's BOD Meeting and asked instead to be put on the agenda for the April Board Mtg.
 - Barrett reviewed the steps that are taken for CC&R violations
 - Barrett presented the CC&R Compliance Drive Log for the last month
- 9. Adjourn.** There being no further business, **Prida made the motion to adjourn the meeting at 6:03 p.m. The motion was seconded and carried unanimously (MSCU).**

Respectfully Submitted:

Judi Barrett, Director of Membership Services

Continental Country Club