

Heritage Springs Community Association, Inc.
Board of Directors Meeting Minutes
Wednesday, October 30, 2024
1:00 pm PAC

1. Call to Order: at 1:01 pm by President Cynthia Thompson.
2. Pledge of Allegiance: Cynthia Thompson led the Pledge of Allegiance.
3. Proof of Notice and Quorum: The meeting was emailed and posted on October 28, 2024.
 - a. In Attendance: Cynthia Thompson, Kelly Alter, Katherine Williamson, Anthony Dinallo, Michael Scieszka, Dann Stavro and Christine Dixler.
 - b. In Attendance: Jody Clor – General Manager; Ron Kelly – Assistant General Manager; Zita Tuomey – HOA Manager; Ailyn Millares – Controller
4. Approval of September 25, 2024, Board Meeting Minutes; October 18, 2024, & October 23, 2024, Executive Board Meeting Minutes: Cynthia Thompson made a motion to approve the Board Meeting Minutes. Christine Dixler seconded the motion. Vote: 7-0 Motion Passes.
5. President's Report: Cynthia Thompson gave a report. She shared that November 13th (workshop) and November 21st (Board meeting) will have main topic as 2025 budget. She shared an update regarding three insurance claims. Four different options are being looked at to replenish our out-of-pocket costs associated with hurricane damage.
6. Treasurer's Report:

Operational Account Results

	For the Month			YTD		
	Budget	Actual	Variance	Budget	Actual	Variance
Income	622,900	518,100	-104,800	5,528,600	5,332,700	-195,900
Expense	-616,400	-565,600	50,800	5,560,400	5,269,700	290,700
Net	6,500	-47,500	-54,000	-31,800	63,000	94,800

ANALYSIS (Comparing Actual to Budget)

	Comments	Month Variance	Comments	YTD Variance
INC	Tix rev -7k, F&B rev -61k, Golf Rev-24k, & Working Cap Cont -9k Rainy then & Helene	-104,800	Tix rev -15k, F&B rev -114k, Golf Rev-67k Estoppel fee income up 9k	-195,900
EXP	Wages -32k, F&B purch -18k, Pro Shop purch -6k Ins 9k, Irr & Lawn 12k	50,800	Wages -246k, F&B purch & supplies -31k, Legal and Elec -57k Insurance +60k	290,700

2024 Reserve Budget & Actuals

	BUDGET	PROJECTED	VARIANCE
12/31/2024 Reserve Balance			
1/1/2024 Beg Balance	1,355,522	1,355,522	
September YTD Income		616,975	
September YTD Expenses		-618,000	
Remaining Member Contributions, New Member Contributions, & Interest		222,878	
Unspent Budgeted Funds		-591,950	
Insurance Deductible ???????			
Budgeted vs Projected Year End Balance	971,587	985,425	13,838
YTD RESERVE EXPENSES BY DEPARTMENT			
HOA	F&B	GOLF	TOTAL
525,766	0	92,234	618,000

**Cash Status as of 10/24/2024
(Amounts rounded)**

	Amount	Notes
Operating Accounts	\$438,000	\$242,000 earning avg of 5.25%
Reserve Accounts	\$1,590,000	Funds for future projects plus \$500,000 for insurance deductibles \$1,205,000 earning 5%+

7. General Manager's Report: Jody Clor provided updates for the following departments: Golf, Food & Beverage, Finance, Operations, IT and HOA.

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8. Committee Reports: Lynn Simmons gave the Insurance Committee report. Terry Anthony gave the Facilities Committee report.
9. Member Comments on Agenda Items: Several members made comments and suggestions.
10. Motion to review and approve the TCMA budget: Dann Stavro made a motion to approve the monthly payment of Heritage Springs' portion of the TCMA Budget. The Annual amount due is \$346,349.85. Motion seconded by Kelly Alter. Motion passes 7-0.
11. Motion to add a member to the Rule and Policy Committee: Christine Dixler made a motion to approve the addition of John Lutzo to the 2024 Rule and Policy Committee, effective immediately. Motion seconded by Dann Stavro. Motion passes 7-0.
12. Motion to Institute Electronic Voting: Christine Dixler made a motion that the Board approve the initiation of the process of instituting an internet-based online voting method consistent with the Statute and the election and voting procedures in the Association's Bylaws, which require a secret ballot. Motion seconded by Kelly Alter. Motion passes 7-0.
13. Motion to ratify paying PT employee wages during hurricane closure: Cynthia Thompson made a motion to pay regular wages to any part time employees, scheduled to work during the HSCA closure due to the Hurricane Helene & Hurricane Milton. The payment will be calculated according to the employee regular pay scale and will not exceed seven days of reimbursement. Motion seconded by Christine Dixler Alter. Motion passes 6-1
For the Motion: Cynthia Thompson, Kelly Alter, Daniel Stavro, Katherine Williamson, Michael Scieszka, Christine Dixler Opposed: Anthony Dinallo
14. Motion to suspend membership privileges and bar codes for a member who is 90 days in arrears on assessments: Dann Stavro made a motion to suspend all membership privileges and deactivate vehicle bar codes for member #7005. The suspension will remain in effect until the outstanding balance is fully resolved and the member is in good standing again. Michael Scieszka seconded the motion. The motion passes 7-0.
15. Member Comments on Non-Agenda Items: Members made comments and suggestions.
16. Board Closing Comments: No comments were made.
17. Adjournment: Cynthia Thompson made a motion to adjourn the meeting, and Kelly Alter seconded the motion. The vote was 7-0, and the motion passed. The meeting adjourned at 2:16 p.m. 57 members were in attendance.

Respectfully submitted,
Anthony Dinallo
Secretary