

Heritage Springs Community Association, Inc.
Board of Directors Meeting Minutes
Wednesday, April 23, 2025
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 posted on April 21, 2025.
 - a. In Attendance: Cynthia Thompson, Kelly Alter, Ed Raether, Anthony Dinallo, Michael Scieszka, Dann Stavro, and Christine Dixler.
 - b. In Attendance: Jody Clor – General Manager; Ron Kelly – General Services Manager; Ailyn Millares – Controller; Marti Provenzano – Member Relations Director; Shawn McCormick – Assistant General Manager
4. Approval of Board Meeting Minutes 3-26-25 1:00 pm: Cynthia Thompson made a motion to approve the Board Meeting Minutes. Kelly Alter seconded the motion. Vote: 7-0 Motion Passes
5. President's Report:
 - a. Strategic Planning: Cynthia Thompson provided an update regarding the status of the HSCA Strategic Plan.
6. Treasurer's Report:

Operating Account Results
(Includes Insurance Funds & Emergency Assessment Funds)

	For March			YTD		
	Budget	Actual	Variance	Budget	Actual	Variance
Income	764,900	748,000	-16,900	2,232,900	2,253,500	20,600
Expense	-623,200	-603,900	19,300	-1,863,800	-1,745,700	118,100
Net	141,700	144,000	2,400	369,100	-50,100	138,700

Cash Status as of 04/18/2025
(Amounts rounded)

	Amount	Notes
Operating	\$1,260,000	\$329,000 earning 4.2% - 5.25%
Reserves	\$2,319,000	\$2,166,000 earning 3.95% - 5.05%
Reserve Balance Comprised of 2024 ending balance plus	Member monthly contributions Hurricane Funds to date from Insurance Emergency Assessment to date from members Less 2025 Reserve expenses paid to date	

ANALYSIS (Comparing Actual to Budget)

	Comments	Monthly Variance	Comments	YTD Variance
I N C	Working Cap Cont 7k Tix Sls 3k, F&B Sls 15k, Golf 8k	16,900	Spectrum start up 30k, Interest, WCC, Fines 13k, Tix Sls 12k F&B Sales 19k	20,600
E X P	Wages -26k, F&B purch - 7k, Rep/Maint -8k, Spec Evnts -2k, Golf Leases, Fuel, and Fert 23k	19,300	Wages -100k, Rep & Maint -16k, F&B purch -24k, Spec Evnts -9k, Golf Leases and Fert 36k,	118,100
	NET	2,400		138,700

Hurricane Financial Status

Known Expenses	Amount	Known Income	Amount
Bunkers	\$986,155	Known Insurance payments	(\$1,096,006)
Ice Machines	\$749	Emergency Assessment	(\$869,050)
Clubhouse Repairs	\$571,104	Total Known Income	(\$1,965,056)
Business Income Loss	\$63,835		
Operational Expenses	\$50,892		
Furniture	\$10,087		
Carpets	\$54,503		
Total Expenses to date	\$1,737,325		

Known TBD Expenses	Amount
Business Income Loss Phase 2	????
Fencing	????
Clubhouse Flat Roof (rear)	????

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Unplanned Reserve Expenses

Expense	Amount	Notes
PAC Air Conditioning	\$70,000	Replacement was scheduled for 2030. Done
Pool shell, stairs, voids, lighting, grounding wire	\$42,000	Issues uncovered during recent pool renovations. In process
Open vs Closed loop system for Pool	\$40,000 to \$182,000	Pond contaminants shortened life of our existing Open Loop system. Evaluating options
Total Known Required Expenditure	\$152,000 to \$294,000	

7. General Manager's Report: Jody Clor provided updates for the following topics: Golf, General Services Management, Food & Beverage, Human Resources, Finance, IT and HOA.
8. Committee Reports: Bob Johnstone shared an update from the Rule and Policy Committee. Lynne Simmons shared an update from the Insurance Committee. Alan Dixler shared an update from the Finance Committee. Cheri Smith shared an update from the Lifestyle & House Committee. Karen Brown shared an update from the Disputes & Resolutions Committee. Mike Spicker shared an update from the Facilities Committee.
9. Member Comments on Agenda Items: No members made comments nor suggestions.
10. Motion to Approve Architectural Manual and ECR Form Updates: Michael Scieszka made a motion for the Board to approve the Architectural Review and Control Manual and Exterior Change Request Forms. Motion seconded by Dann Stavro. Motion passes 7-0.
11. Motion to Approve Committee Members:
 - a. Anthony Dinallo made a motion to add 1 member to the Facilities Committee. Motion seconded by Christine Dixler. Motion passes 7-0.
 - b. Edward Raether made a motion to add 3 members to the Membership, Marketing and Communications Committee. Motion seconded by Dann Stavro. Motion passes 7-0.
12. Motion to Approve 2025 Committee Charters:

Lifestyle & House Committee: Anthony Dinallo made a motion to approve the Charter. Motion seconded by Michael Scieszka. Motion passes 7-0.

Facilities Committee: Anthony Dinallo made a motion to approve the Charter. Motion seconded by Dann Stavro. Motion passes 7-0.

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Rule and Policy Committee: Christine Dixler made a motion to approve the Charter. Motion seconded by Kelly Alter. Motion passes 7-0.

Disputes & Resolutions Committee: Christine Dixler made a motion to approve the Charter. Motion seconded by Dann Stavro. Motion passes 7-0.

Membership, Marketing & Communications Committee: Edward Raether made a motion to approve the Charter. Motion seconded by Christine Dixler. Motion passes 7-0.

Recruiting & Nomination Committee: Kelly Alter made a motion to approve the Charter. Motion seconded by Dann Stavro. Motion passes 7-0.

Golf & Tennis Committee: Kelly Alter made a motion to approve the Charter. Motion seconded by Anthony Dinallo. Motion passes 7-0.

Finance Committee: Dann Stavro made a motion to approve the Charter. Motion seconded by Anthony Dinallo. Motion passes 7-0.

Insurance Committee: Dann Stavro made a motion to approve the Charter. Motion seconded by Anthony Dinallo. Motion passes 7-0.

13. Motion to Approve CAP – PAC HVAC: Cynthia Thompson made a motion for the Heritage Springs Community Association Board of Directors to approve the funds of \$70,000.00 to replace the failed and aging 20-ton AC unit servicing the Performing Arts Center. Motion seconded by Kelly Alter. Motion passes 7-0.
14. Motion to Approve CAP – Kitchen Equipment Purchase: Decision to delay was made until a review of the CAP financials is completed.
15. Motion for Monument Decoration Rule: Christine Dixler made a motion for the Heritage Springs Community Association Board of Directors to approve the updated Section X Monument Area Decoration Rule. Motion seconded by Kelly Alter. Motion passes 7-0.
16. Member Comments on Non-Agenda Items: Several members made comments and suggestions.
17. Board Closing Comments: One Board member made comments.
18. Adjournment: Cynthia Thompson made a motion to adjourn the meeting. Kelly Alter seconded the motion. The vote was 7-0, and the motion passed. The meeting adjourned at 2:32 p.m. 41 members were in attendance.

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Respectfully submitted,
Anthony Dinallo
Secretary