

**COLUMBINE LAKE COUNTRY CLUB, INC.**  
**BOARD OF DIRECTORS MEETING**  
**June 11, 2011**

**I. Call to Order**

– President Dick Lacouture called the regular monthly meeting of the Columbine Lake Country Club Board of Directors to order at 9 A.M. Other Board members present were John Amerman, Jeff Buckley, Pieter Knight, Stephanie Kroepfl, Tony Lombard, Kirstin Reimann and Scott Wilson. Staff member present was General Manager Ken Lund.

**II. Acceptance of Minutes**

- The minutes of the May 14th, 2011 Board of Directors Meeting were reviewed and a **motion was made and passed to accept them as amended.**

**III. Members Forum**

- No members were present at the meeting.

**IV. Financial Reports**

- Treasurer Scott Wilson presented the financial reports for the eleventh month of the fiscal year ending on May 31, 2011. President Lacouture commended Treasurer Wilson for his presentation at the annual meeting on the budget and specifically the reserve budget issue and loss of income due to reduced new home starts. A discussion ensued on the issue of the tree give-away program that surfaced at the meeting. The Board will look at different ways to promote new trees in the community including larger trees and possibly a smaller tree give-away every other year.

- Treasurer Wilson noted that the month of April had no significant expenditures and was a routine month for the budget. He reported that the Reserves remained at approximately \$208,000 including the money invested in tax liens, and that the next large item utilizing reserve funds was the resurfacing of the pool and hot tub, which will cost around \$20,000. Manager Lund commented that after consulting with our pool contractor that the project could probably wait until the fall of 2012, giving the Board two budget years to direct funds to pay for the resurfacing.

- The Board then reviewed the check register for the month of May 2011. There was an unexpected \$1700 expenditure for the drain line repair in the Clubhouse parking lot, which was higher than anticipated due to underground water that flooded the repair site. There were also questions about the cost of road base, postage, general insurance and pool supplies that were answered by Manager Lund.

- Treasurer Wilson reviewed the Income Statement for the month of May and noted there was still one month to go in the current fiscal year. There will be a number of large bills to be paid in June including dust control, the final trout stockings, and

expenses for the annual picnic. Treasurer Wilson will do a short analysis of the current fiscal year after the close out of the current budget is completed, to see how each individual category of the Operating Budget fared.

- Manager Lund spoke with Scott Marks of Day & Associates to confirm if a late August or early September Financial Review of the CLCC finances will work for them. Mr. Marks concurred that it was a good time period for the review and will send an engagement letter. The Board directed Manager Lund to sign the engagement letter when it arrives. Once Bonnie Basemann has completed the initial close of the 2010/2011 Budget, no funds will be transferred or other actions taken until after the annual review is completed.

- It was determined by the BOD that the \$2000 bonus awarded to Manager Ken Lund for serving as the Administrator for five months last year should be paid out of this fiscal year's budget because the overall savings in that category was over \$17,000. Treasurer Wilson will confirm that with Manager Lund at the end of the month.

- It was also decided to wait until after the year end close to see if funds need to be transferred from reserves to cover the ditch and culvert project at the intersection of Aspen and Columbine below the Clubhouse. Although it was clearly a capital improvement to the infrastructure, the costs are currently split between roads and grounds putting both categories over for the year. If other categories are under budget, they may make up for the overage in roads and grounds.

- There being no further questions or discussion on financial issues, **a motion was made and passed to accept the financial reports for the month of May, 2011 as presented.**

## V. Manager's Report

- General Manager Ken Lund reported that the roads were finally graded in between snow storms on 25, 26 and 27 May. Operations were suspended on the 27th due to another snow event which made it too muddy to grade. The remainder of the cul-de-sacs and office road were completed on the 31st, and all community roadways looked great once complete. Dust control, which was scheduled for June 9th and 10th in conjunction with the Town of Grand Lake, was postponed until Monday June 13th, due to a lack of dust control material.

- With the initial run-off finally slowing down and the lake level stabilizing, the staff is planning to open the Harbison Ditch next week. The General Manager will coordinate with the Golf Course for some labor assistance in cleaning the lower part of the ditch and inform Rocky Mountain National Park personnel when the ditch will begin to flow. Any BOD members who would like to assist should contact the General Manager for specific times. Once the Harbison is open and flowing freely, the head gate at the north end of the lake will be opened to allow the water to flow down the Howard Ditch along Primrose Lane, in order to satisfy water rights requirements down below Columbine Lake.

- The Architectural Review Committee met for the first time in a while due to a large number of requests for small projects, primarily decks, deck repairs, siding, painting and staining and fences. The ARC will also be conducting final inspections for projects completed during the winter months, including the one house started last year.

- Tracy Temple is back at work after a two week recovery period following his knee surgery. He will undergo three weeks of physical therapy, and has been cleared for most everything but deep knee bending, especially to lift heavy objects. The operation to repair his meniscus appears to have been a success and the General Manager will make sure he takes it easy for a while.
- The summer newsletter will go out in early July. The staff has currently planned articles on dogs, ATV's and Slash and Trash Days, plus updates for all of the calendars. If any BOD member has suggestions for newsletter articles they should provide them to the office as soon as possible.
- Trout will be stocked next week and once again before the 4th of July weekend. This will exhaust the funds in this category for the fiscal year. The stockings will be the standard 12 to 16 inch rainbows, with some yellow rainbows if they are available.
- The Clubhouse staff has increased by two in order to cover the additional hours of our summer schedule. Jennifer Crane is returning from last year and we have added Phil Goes to our team for flexibility and also as a fill in throughout the year, both are nice people and will get along well with our owners.

#### **VI. Administration Report**

- The billings for the annual assessments approved by the membership on May 29th went out on time the week following the Annual Election. Bonnie Basemann and Barb Koenig both worked to produce invoices and the whole staff was involved in folding and stuffing envelopes. The "statement" was eliminated from the first billing in order to save some paper, as all owners owe the same amount at this time of the year and a status of their account is not needed.
- Several adjustments were made to the second lot billings as a result of the change in policy pertaining to multiple lot ownership. There may be more changes once the invoices are received by our multiple lot owners. The staff will evaluate any claims for a multiple lot discount on a case by case basis as directed by the Board of Directors.
- The number of owners visiting the office has increased dramatically with the arrival of better weather. Most are submitting applications for small repairs on their homes, or asking questions about how to submit. There have been no inquiries concerning new homes as of today.
- Katie Nicholls and Holden are doing fine. She still plans on formatting the July newsletter at the office the last week of June. Ken Lund will write most of the articles and then fit them into the format. The newsletter will go out as soon as possible after her return to the office.

#### **VII. Unfinished Business**

- There was no unfinished business to discuss.

#### **VIII. New Business**

- The Board discussed the Annual Parade and Picnic to be held this year on July 2nd at the office and beach location. Social Director Kirstin Reimann coordinated the various

groups needed to set up and tear down the tables, chairs and also a group to clean up after the picnic. Notes from last year indicated that more white wine was needed, and that the microbrews should be reduced in favor of more Tecate. Ken Lund and Tracy Temple will buy all of the necessary food, drinks and supplies for the event and set up the tents on Friday July 1st. Ken will also contact the cooks and get the grill set up on Saturday morning. It is hard to predict if there will be more or less attending this year since the holiday falls on a week day, but the same amount of food and drink will be ordered in anticipation of the same large crowd we had last year.

**IX. Board Headcount for the July Meeting**

- It was determined that all Board Directors would attend the July meeting with the possible exception of Jim DeMersseman.

**X. Adjournment**

– There being no further business to discuss, **a motion was made and passed to adjourn the meeting at 10:36 AM.**

Respectfully submitted,

Ken Lund  
General Manager  
Columbine Lake Country Club, Inc.