

Dreamland Villa Retirement Community Board of Directors
April 4, 2017, Approved Study Session Minutes

Welcome: Pat Clark, President.

Pledge of Allegiance.

Moment of Silence to recognize former Director Carol Cooper's passing.

Call to Order: 9:16 a.m.

Roll Call: Ward Jennings, Secretary.

Present: Deb Rychlak, Janet Peterson, Pat Clark, Ward Jennings, and John Pawloski, Sr.

New Business:

Comparison of First Quarter 2017 to 2016's Statement of Revenue and Expense and comparison of First Quarter Budget v Actual: Ward Jennings, Treasurer, provided the Directors and attendees preliminary comparison of first quarter 2017 to 2016 Statement of Revenue and Expenses. The 2017 revenue from annual fees, 55+ Fee and Donation Income is \$38,500 lower compared to 2016 while expenses are \$4,500 higher. As a result the Directors have made a concerted effort to lower expenses compared to those originally budgeted in January 2017. Overall 2017 total expenses are \$36,000 lower compared to the budget. Controllable accounts such as maintenance items, pool cleaning, pool maintenance and supplies, and other maintenance and supplies as well as salaries and wages comprise one half of that expense reduction.

Because 2017 revenue is less than projected in January, Ward proposed revising the operating budget for the remainder of 2017. Projected revenue is lower because at least ten of the volunteers who run Dreamland Villa Retirement Community could not reach agreement on the need for, design of or who would be responsible for a new website home page that could possibly increase revenue from a variety of new sources.

Annual Presidential Committee Chairperson Appointment: President Pat Clark provided an updated list of his 2017-2018 Standing Committee Chairpersons. The Directors concluded that the two existing committees should be dissolved: Sales and Marketing-Outside Sales for Farnsworth Hall and either Public Relations and Information or Resident Sales and Marketing. These committees have no sitting Chairperson. The Directors shall vote to provide their Advice and Consent to the appointments at the April 11, 2017 Board of Directors meeting.

Policies Committee: Char Grande Chairperson provided the Directors 18 pages of documents extracted from the Administrative Policies and Procedures manual, 12 of which were unrelated to any agenda item. The Directors received six pages of proposed Policy changes at the start of the Study Session. A substantial amount of time was expended sorting out what the Directors were being asked to approve since no proposed motions had been submitted. In conclusion, the Directors were being asked to approve: (1) committee name changes from Blockwatch to Neighborhood Watch and from Farnsworth Hall Entertainment and Operations to Entertainment Committee, (2) a revision to the Entertainment Committee description, and (3) add a new Advertising Committee which subsequent discussion revealed was incorrectly written.

The Directors shall vote on these items at the April 11, 2017 Board of Directors meeting.

Differentiate between Farnsworth Hall Management and Entertainment Committee Responsibilities. At the start of the meeting Deb Rychlak presented revisions to the Facilities Rental and Lease Rules and Fees intended to differentiate responsibilities of the newly filled Farnsworth Hall Manager position and the revised Entertainment Committee description.

Entertainment Committee's Proposed Project List: When Cathy Jageler was chairperson of the Farnsworth Hall Entertainment and Operations Committee, she had submitted a list to the Directors of items that she felt needed attention at Farnsworth Hall. With the revisions to the aforementioned policies, she concluded only two items were within her new committee's responsibilities: (1) put up an outdoor poster board and (2) buy two more shade tents.

Old Business:

Farnsworth Hall Pool-Return Closing Time to 10 p.m: President Clark, John Pawloski, Sr., Buildings and Grounds Chairperson and Deb Rychlak discussed user comments and concerns. The Directors shall vote to reopen the pool at the April 11, 2017 Board meeting.

Unauthorized Gates in Farnsworth Hall Fence: Deb Rychlak discussed the 6140 E. Butte Street property owner's unauthorized installation of two gates in the block fence owned by Dreamland Villa and his unauthorized access to his property across Dreamland Villa's Farnsworth Hall property. A March 15, 2017 letter, signed by President Clark, was sent to the owner who has not yet responded. Deb is researching additional options.

Bocci Ball Court Carpet Replacement: Dave Senke, Outdoor Recreation Activities Chairperson, read a letter from Bocci Ball Court users encouraging the Directors to replace the carpet on two courts and provided his opinion about which 2017 operations and maintenance budgeted funds could be diverted to pay for the carpet replacement. Lengthy discussions covered the previous carpet replacement, alternative materials for the next replacement, the current number of Bocci Ball Court users and possible future resident financial participation. David stated that he would only accept two courts having new carpet, replacing the carpet on one court was not acceptable. Janet Peterson asked if she could generate sufficient revenue from the 2018 Directory Sales advertising revenue by December 1, 2017 to pay for the directory costs and re-carpet two courts, would Dave accept that as an alternative? Dave said yes. Bocci Ball court carpet replacement shall then be tabled to the fourth quarter 2017.

Procedural Matter: The Directors in concert reminded attendees that all materials for discussion at the Study Session should be placed in the Director boxes not later than Friday morning preceding the Study Session.

Ward Jennings, Treasurer, commented that at no time during this Study Session did any attendee express concern about the declining revenue or ask what might be done to mitigate the problem.

Adjourned: 11 a.m.

Submitted by Ward Jennings, Secretary