



BEAR VALLEY SPRINGS ASSOCIATION
BOARD OF DIRECTOR SPECIAL BOARD MEETING
Joint Meeting with Finance Advisory Committee (FAC)
Annual Budget Review
Thursday, March 25, 2021, 10:00 AM – 4:00 PM
Oak Tree Country Club
MINUTES

Open to All
Members

A. ANNOUNCEMENTS

1. Call to Order @10:00 AM
2. Roll Call
 Board Members Present: Guy Munday, Peggy Bergman-Smith, Todd Lander, Jim Panek
 Board Members Absent: Vice-President Butch Reyburn
 FAC Members Present: Munday, Underwood, Wilson, Lown
 Staff Present: General Manager, Wesley Shryock, Administrative Asst. Anita Bauer, Staff Accountant Gina Silva
3. Intent to Tape the Meeting
4. Board Comments/Announcements

B. ADMINISTRATIVE & PROCEDURAL MATTERS

Approval of Agenda for Special BOD/FAC Joint Meeting, March 25, 2021
 Motion by PBS to approve the
 2nd by JP
 Motion Approved VOTE 4-0

C. MEMBER COMMENTS

Kathy Kneer announced we have an additional member in attendance. The cheers followed.

D. BOARD BUSINESS / ACTION ITEMS

1.	Discussion of 2021-2022 Budget Packet Wesley announced administrative changes to the departments. He also explained the Anticipated Balance and gave an overview of how today’s meeting will progress.
3.	Discussion of Budget Narrative Memo -
4.	Review of the 2021-2022 BVSA Manager Budget Presentations
	<p>a) 10:30-12:30 – Malissa Rodriguez (12, 15, 23, 24) Malissa and Wesley reported on Department 15 – Mulligan Room. The Mulligan room has done very well despite Covid crisis of 2020. Payroll had a small adjustment, there is a reduction in management and an increase in expectation from lower management at the Mulligan Room and eventually at the Oak Tree Country Club. Todd asked about the modification of the patio. Is there going to be an additional cook for outdoors? Wesley stated the patio is being reconstructed with a closed roof instead of the slatted. The P&L has shown the membership clearly wants the Mulligan Room and the Bar. The hope is to move the to-go’s outside and utilize an outdoor serving station. GM asked if we are anticipating any remodel in the next year? Wesley stated yes. The patio will be first. Afterward, we are going to introduce the remodel to the Mulligan Room. Kathy Kneer- 3455-075 stated the Board needs to unveil this wonderful news. Carolyn Corporon – 8802-001 – she believes the community should be communicated to via website and social platforms via NextDoor. Fred Hicks 3440-345 suggested the chef write an article at about the 2 months prior to completion stage. We need to be close to completion before announcing. Guy stated there are too many hindrances to construction and contractors. Our generator and asphalt that has taken longer than a year to execute. No fault of our own. Wesley stated we are very transparent. Debbie Shryock – 3417-077 we haven’t even received the actual County approval, CER, budget approval or engineering yet. Debbie is the BVSA project manager. Department 24 an increase for the reopening of the OTCC. Travel, decorations and china were reduced. Departments 12&24 are F&B admin and OTCC. GM asked if the budget is based on limited seating. Further</p>

	discussion occurred regarding the future of the Oak Tree Country Club. He asked Malissa to answer what her plans are for the OTCC. She stated the staff is really good at the OTCC and she wants to empower them to use their talents and skills. Quality of food and service is a top priority to the staff. Fred Hicks asked about the difference in the variance between cost of goods sold and the anticipated subsidy. The reason is the liquor price that can not be reduced. Kathy Kneer addressed Malissa and Wesley has shown a true leadership quality. She asked where does the banquet room fit in to the plans? The answer is that the question mark is too large right now. We cannot make those decisions until the Governor lifts his mandate.
	b) Break ½ hour
	c) 1:00-1:30 – Mark Gonzales (11, 26) – Department 11 (maintenance) discretionary has increased due to supplies, trash and insurance. There is a credit from reserves for the project credits. Department 26(janitorial) has no increase in discretionary. Insurance and minimum wage increases show a small change. Fred Hicks wanted to give recognition to janitorial. They make the place look really nice. They are there early cleaning the bathrooms and have very good attitudes doing the tasks they are hired to do.
	d) 1:30-2:00 – Brandon Haynes (20, 30)- International Golf Maintenance water increases for Department 30 and the decrease in Department 20 due to IT being hired in house. Todd Lander stated we are proud of the golf course maintenance and the way you have grown in this job and have watched the membership enjoy the fruit of what Brandon does. Todd asked if they need anything from the BOD. Grounds crew is short staffed due to some unexpected circumstances. Further discussion occurred regarding the Golf Course. Brandon stated the course will be closed 4/21 for aerating.
	e) 2:00-3:00 – Gina Silva, Staff Accountant (Anticipated Balance Report)- Wesley reported on the Anticipated Balance for this fiscal year. We usually come out great, we are shooting for a 0 balance. This is how we calculate next year’s assessment. Assessment calculations are proposed to be \$1640.
5.	Discussion: 2021-2022 Budget Development Joint Board of Directors and FAC Meeting – TBD if Further Meetings Necessary. No further meetings necessary.

E. ANNOUNCE UPCOMING JOINT BOARD / FINANCE COMMITTEE MEETINGS:

F. ADJOURN SPECIAL MEETING @ 11:27 am.