

STAPLETON MASTER COMMUNITY ASSOCIATION

Q1 Executive Board Meeting

Wednesday, February 15th, 2012 ~12:00 – 1:30 pm.
Stapleton Community Room
2823 Roslyn Street
Denver, CO 80238

ATTENDANCE

Heidi Majerik (President)
Brian Fennelly (Treasurer)
Lee Ferguson (Secretary)
Keven Burnett (SMCA Executive Director)
Michael Kearns (Resident Board Member/Vice President)
George Pavlik (District 1 Delegate)
Gregg Looker (District 2 Delegate)
Dana Elkind (District 3 Delegate)
Diana Kearns (District 4 Delegate)
Thomas Atwood (District 6 Delegate)
Diane Deeter (Program & Events Director)
Paula Deorio (Aquatics Director)
Jenifer Graham (Office Manager)

ABSENT

Tim Wilson (District 5 Delegate)

I. CALL TO ORDER

Heidi Majerik

II. APPROVAL OF MINUTES

November 16th, 2011 meeting minutes were attached.

❖ **M/S/C~ (Ferguson/M. Kearns)**

Motion to approve: minutes as presented.

III. FINANCIAL REPORT:

The Executive Director presented financials

Statement of Activity Jan – Dec 2011

• Income (4000 series)	\$3,552,156.88	Budget	\$3,522,670.00
• Expense (5000 series)	\$3,507,954.51	Budget	\$3,522,668.00
• Net Ordinary Income	\$44,202.37	Budget	\$2.00
• Other Income	\$291,979.42	Budget	\$261,504.00
• Net Income	\$187,363.26	Budget	\$40,506.00

Balance Sheet (as of December 31, 2011)

• Current Assets	\$1,441,431.97	(\$768,521.54-is in long term investments)
• Accounts Receivable	\$253,010.89	



- Total Assets \$1,895,070.15
- Total Liabilities \$345,747.35
- Total Equity \$1,549,322.80
- Total Liabilities & Equity \$1,895,070.15

Delinquent Accounts

4300 accounts and only 65 accounts are more than 90 days past due (\$19,518)

The Executive Director proposed a more refined collection policy to give the MCA more tools to collect.

- Improve back end communication
- Credit check to determine true financial standings
- Rental unit take from owner

❖ **M/S/C ~ (Fennelly/Ferguson)**

Motion to approve: Financial Report and move forward with collection policy excluding item #17. Executive Director will continue to work with attorneys on item 17.

IV. GOVERNANCE:

Appointment of Officers

<i>Board President</i>	Heidi Majerik
<i>Resident Board Member/Vice President</i>	Michael Kearns
<i>Treasurer</i>	Brian Fennelly
<i>Secretary</i>	Lee Ferguson

50% of the land will be built out by approximately the end of 2012, which will activate the 2nd resident to be elected as a board member in November. Nomination process will be determined at the next delegate meetings. (Complete build out will have 12 delegates)

- Design Review Committee- Delegates, Lisa Hall (Forest City Builder Program Manager) and Board Resident Members
- Compensation Committee- Maintain current structure (this committee is to provide another level of transparency to the community and staff)
- Cultural Facilities Committee- The delegates will explore the location (Tower) of the Cultural Performing Arts Center for the next 6 months. Funds to support this work will be allocated from the Community Fee Fund in accordance with the Community Declarations. Funds Authorized not to exceed \$20,000.

❖ **M/S/C~ (Fennelly/M. Kearns)**

Motion to approve: Appointment of Officers and Board Structure and add 1 board member at the end of 2012. Create a Cultural Facilities Committee.



V. MANAGEMENT REPORT

Administration

- The Stapleton MCA has hired two part time staff members Communications Coordinator and Systems Coordinator. We are currently in the process of hiring a part time Facilities Coordinator as well.
- Stapleton MCA has a new website that we have launched

Facilities

- ADA compliance have been changed (increased) for all public pools and will need to be completed if open by March 15th. MCA currently has ordered the equipment for the pools that need to be updated.
- Stage covers are currently being priced out for The Green that will be able to accommodate the 40' movie screen we use for the movies. It costs \$1500 every time we install a tent for concerts etc.

Aquatics

- New for 2012 Stapleton will now have to leagues to choose from Stapleton League at Jet Stream and we have been invited to participate in a more competitive summer league called the METRO league at Aviator. (Virginia Vail, Ken Carl, Crestmore and Skyline).
- Activities will open at noon on March 15th this year.
- PJ will now have 1 hour of lessons to sign up for.
- We will add another level for parent-tot classes to help support the demand and age groups
- Family fun night at each pool-each pool will get to be open one day a week until 8pm. More information to come.

Events

- SMCA partnered with the Central Park Recreation center to provide "Kids night out". Kids from ages 7-12 years of age get dropped off from 6-9pm to enjoy the facilities.
- Working with the Grapeleaf to provide the 1st Friday flight wine tastings at the pools (June-Sept)
- More sponsorship packages available for local business to support the event, swim team and aquatics. Tested it out 2011 and the support and demand was great. (examples were passed out)
- Ticketed wine pairing event in October- meal paired with wine, jazz trio and showing of a silent black and white movie.
- Active Minds will continue the summer series and brunch at the pools
- June-Denver School for Performing Arts will show a performance of what they have been working on in their camps at The Green.

VI. MEETING SCHEDULE

- 1) Cultural Facilities Meeting – March 16th (3:00pm)
- 2) Delegate Meeting – April 18th (Noon)
- 3) Executive Board Meeting – May 16th (Noon)

