

**STAPLETON MASTER COMMUNITY ASSOCIATION  
EXECUTIVE BOARD MEETING**

Wednesday, September 21<sup>st</sup>, 2011 ~12:00 – 2:00 pm.

Stapleton Community Room

2823 Roslyn Street

Denver, CO 80238

**ATTENDANCE**

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)  
Tim Wilson (District 5 Delegate)  
Thomas Atwood (District 6 Delegate)  
Jenifer Graham (Office Manager)  
Paula Deorio (Aquatics Director)  
Diane Deeter (Program & Events Director)

**ABSENT**

Heidi Majerik (President)  
Bethany Smith (District 4 Delegate)

**I. CALL TO ORDER**

Brian Fennelly

**II. APPROVAL OF MINUTES**

September 21<sup>st</sup> 2011, meeting minutes were attached.

❖ **M/S/C~ (Kearns/Ferguson/Fennelly)**

**Motion to approve:** minutes as presented.

**III. OPEN MEMBER FORUM:**

- Delegate inquired about the option to add more bike racks or move bike racks to the Crescent/Green to alleviate people locking the bikes to the trees. Executive Director will look in to taking the racks from the west side of The Green and move them the east side

**IV. GOVERNANCE**

- 2010 Audit report was been finalized and in packet for review. 2010 the MCA had to write off a large amount (\$9K) as non cash items due to McStain and John Laing going bankrupt.

The following Policies were presented



- Adoption of a Design Review Board fee policy-discussion was started regarding the fine schedule of not submitting a design review request. Board and Delegates will continue to send any suggestions to the Executive Director.
- 2012 Re-Districting- with the residential changes with in the development (Filing 32 and delay of Filing 16), and was last done in 2008.

❖ **M/S/C ~ (Ferguson/Fennelly)**

- ❖ **Motion to approve:** 2010 Final Audit Report

**V. PROPOSED BUDGET:**

- 2012 Budget Assumptions-Residential and Commercial Assessments will remain the same.
- MCA will maintain and operate of approx 100 acres of Park, Medians, ROW and open space (60/40)
- MCA will add 1-2 FT/PT positions that will focus on the increased daily demands of front desk
- MCA will hire and train a seasonal staff of approximately 100 Seasonal Employees to operate pools
- MCA will operate Pool Concessions

**2012 Budget Overview:**

Total Income	\$3,856,908.00
Total Expense	\$3,729,391.00
Total Other Income	\$369,504.00
Total Other Expense	\$250,000.00
Net Income	\$247,021.00

**VI. FINANCIAL REPORT:**

- 1) The Executive Director presented budget.

Balance Sheet (As of August 31<sup>st</sup> 2011)

- Current Assets \$1,689,207.86
- Accounts Receivable \$252,639.06
- Total Assets \$1,888,892.56
- Total Liabilities \$387,255.75
- Total Equity \$1,501,636.81
- Total Liabilities & Equity \$1,888,892.56

Statement of Activity (January through August 2011)

- |                         |                |        |                |
|-------------------------|----------------|--------|----------------|
| • Income (4000 series)  | \$2,430,329.95 | Budget | \$2,374,350.00 |
| • Expense (5000 series) | \$2,347,898.78 | Budget | \$2,563,297.00 |
| • Net ordinary Income   | \$82,431.17    | Budget | -\$188,947.00  |
| • Other Income          | \$185,628.98   | Budget | \$174,336.00   |
| • Net Income            | \$116,482.27   | Budget | -\$145,611.00  |



## VII. MANAGEMENT REPORT

### A. Administration

- Alec Hill has left the company and the MCA is not currently looking to replace (Facility manager); will look at making this more of a seasonal position.

### B. Aquatics

- 2011 Stapleton Pools had 120,000 visits, 14,000 lessons and 500 private lessons.

### C. Events

- Total Attendance = 70,000  
(Movies~6,000 (5 movies approx 1,200 per movie), Concerts~6,000 (4 concerts approx 1,500), Farmers Market~31,500 (approx 1,750), Sweet William Market~7,500 (approx 1,500), Egg Scramble~1500, Beer Festival~2,500, 4<sup>th</sup> of July~3,500 (Breakfast attendance 1,000, Parade attendance 2,500), Kids Triathlon~600, Theatre on The Green~1500, Stapleton Rocks~2500, Dog Daze~300, Stapleton Activities, Inc~500, Active Minds~600, Pumpkin Patch based on last year~2,500 and Winter Welcome based on last year~2500)

## VIII. MEETING SCHEDULE

- 1) Annual Members Meeting (Nov 9<sup>th</sup> at 6:30pm)
- 2) Q4 Annual Board & Delegate Meeting: November 16<sup>th</sup> Noon-2:00pm

