

Master Community Association



Q2 Executive Board Meeting

Wednesday, May 21, 2014 ~12:00 – 1:30 pm.

Stapleton Community Room

2823 Roslyn Street

Denver, CO 80238

ATTENDANCE

Heidi Majerik (President)
Brian Fennelly (Treasurer)
Lee Ferguson (Secretary)
Michael Kearns (Resident Board Member/Vice President)
Keven Burnett (SMCA Executive Director)
Gregg Looker (District 2 Delegate)
Dana Elkind (District 3 Delegate)
Jessica Ostermick (District 4 Delegate)
Thomas Atwood (District 6 Delegate)
Brandy Bishop (District 8 Delegate)
Jenifer Graham (Business Manager)
Diane Deeter (Program & Events Director)
Paula Deorio (Aquatics Director)
Tony Henkenberns (Facilities Manager)

ABSENT

George Pavlik (District 1 Delegate)
Tim Wilson (District 5 Delegate)

I. CALL TO ORDER

Heidi Majerik

II. APPROVAL OF MINUTES

February 19, 2014 meeting minutes were attached.

❖ **M/S/C~ (Ferguson/Fennelly)**

Motion to approve: minutes as presented.

III. GOVERNANCE:

New MCA Website

- Just recently launched a new website, www.stapletoncommunity.com.
- The Executive Director gave the Board and Delegates an overview of the new website.
- Continue to update on the back end, will update events/programming/pools pages and photos to keep it fresh.

❖ **M/S/C~ (Kearns/Ferguson)**

Motion to approve: Appointment of board member and keeping committees/current board members intact.

IV. FINANCIAL REPORT:

The Executive Director presented financials

Statement of Activity Jan – March 2014

• Income (4000 series)	\$1,159,186.17	Budget	\$1,064,811.00
• Expense (5000 series)	\$838,064.72	Budget	\$846,592.00
• Net Ordinary Income	\$321,121.45	Budget	\$218,219.00
• Other Income	\$153,185.99	Budget	\$153,149.00

• Net Income	\$455,714.11	Budget	-\$85,632.00
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Balance Sheet (as of March 31, 2014)

• Current Assets	\$2,375,646.59 (\$794,487.03-is in long term investments)
• Accounts Receivable	\$367,054.60
• Total Assets	\$3,006,645.34
• Total Liabilities	\$641,558.79
• Total Equity	\$2,365,086.55
• Total Liabilities & Equity	\$3,006,645.34

- ⇒ Revenues in activities up about 1 million, which is up about \$90,000 from 2013. This includes aquatics revenues and sponsorships for events.
- ⇒ Expense is slightly below budgeted expense by \$8000, over in expense in Community Programming due to pre paying of programming, which includes movies and farmers market contract.
- ⇒ Under in Administration and Governance as well as community room rental.
- ⇒ Improvement projects include alley maintenance and tree replacements.
- ⇒ Account Receivables for assessments are going down, \$18,000 in past due assessments.
- ⇒ Investment account is achieving the 2.5-4% of growth as anticipated.
- ❖ **M/S/C ~ (Kearns/Fennelly)**
Motion to approve: Financial Report

V. OPERATIONS Q & A

Parks and ROW – Keven Burnett, Executive Director

- The Board completed the Community Garden lottery process. 20 applications were received for the Conservatory Green Community Gardens for 22 plots. The Board drew names for order of selection for the Garden Plots.
- Looking at full tree replacement plan including Quebec median, Central Park Blvd and MLK this includes trees and ornamental grasses with a cost of about \$40,000.

Aquatics – Paula Deorio, Aquatic Director

- The four pools open May 24 at noon.
- Over 300 kids on swim team (began May 19) have exceeded expectations for Metro League with 100+ swimmers at the new facility, Runway 35.
- 1600 children registered for Learn to Swim Program and 28 adults registered for the Swim Conditioning programming.
- Anticipated opening of Runway 35 pool June 1.
- Maverick pool is still under construction, waiting for power in the area.

Programming & Events – Diane Deeter, Programming & Events Director

- Summer programming kicks off with a production of ‘The Drowsy Chaperone’ the first weekend in June.
- All residents should have received their event calendar in the May edition of The Front Porch.
- New adult event, ‘Cinema in the Park,’ will include documentaries and movies that are geared towards adults beginning with ‘Casablanca.’ This event will take place on the Green in June, July and August.
- Diane is looking into a new event for the Plaza at the Green - North, ‘The Exchange’ which would be an exchange of produce amongst neighbors.
- Official opening of the Green – North is September 13, 2014.

VI. INTEGRATED MOSQUITO MANAGEMENT

- The MCA made a commitment at the end of 2013 to maintain the storm retention areas.
- The City of Denver is ultimately responsible for mosquito mitigation, but do not have the resources to make an impact in the area. The MCA is committed to take on the mosquito mitigation on.
- The MCA has hired ‘Otter Tail,’ which will take on controlling larvae and monitoring mosquitos throughout the community. The MCA will have an understanding of where they are coming from and controlling the mosquitos.
- Partnering with Bluff Lake through the Mosquito Management program.

VII. MCA CURRENT & FUTURE LEASES

- Currently working with Forest City to finalize the lease and upgrading the HVAC system at the Town Center space.
- New space will include meeting spaces and a board meeting room. The town center space is about 7500 square feet.
- Looking at an additional event space in Conservatory Green, new space would include a front desk and event space to house indoor events. Would not come online until 2016 if lease negotiations go through with the developer.

❖ **M/S/C ~ (Kearns/Fennelly)**

Motion to approve: Authorization for Executive Director to negotiate lease on 6,000 s.f. within the Shops at Conservatory Green with Drake Development Co, for future MCA needs.

VIII. UPCOMING MEETING SCHEDULE

- 1) Delegate Meeting – June 18 (Noon)
- 2) Delegate Meeting – July 16 (Noon)
- 3) Executive Board Meeting – August 20 (Noon)