

Master Community Association



Q1 Executive Board Meeting

Wednesday, February 18, 2015 ~12:00 – 1:30 pm.

Stapleton MCA Community Room

7350 E. 29th Ave, Suite 300

Denver, CO 80238

ATTENDANCE

Brian Fennelly
Lee Ferguson
Tasha Jones
George Pavlik
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 (SMCA Business Director)
Diane Deeter (SMCA Programming Director)
Paula Deorio (SMCA Aquatics Director)

ABSENT

Tim Wilson (District 5 Delegate)

I. CALL TO ORDER

Brian Fennelly

II. APPROVAL OF MINUTES

November 19, 201 meeting minutes were attached.

❖ **M/S/C~ (Ferguson/Pavlik)**

Motion to approve: minutes as presented.

III. FINANCIAL REPORT:

The Executive Director presented financials

Statement of Activity Jan – Dec 2014

• Income (4000 series)	\$5,104,487.49	Budget	\$5,087,704.00
• Expense (5000 series)	\$4,940,758.23	Budget	\$5,081,519.00
• Net Ordinary Income	\$163,729.26	Budget	\$6,185.00
• Other Income	\$662,401.76	Budget	\$612,596.00
• Net Income	\$373,236.15	Budget	\$161,781.00

Balance Sheet (as of December 31, 2014)

• Current Assets	\$2,899,413.63 (\$794,487.03-is in long term investments)
• Accounts Receivable	\$295,843.91
• Total Assets	\$2,442,066.77
• Total Liabilities	\$601,817.54

- Total Equity \$2,297,596.09
- Total Liabilities & Equity \$2,899,413.63

⇒ Revenues ahead of expense, Revenue over 5 million primary revenue sources are assessments and district tax.
 ⇒ Expense came in right under 5million, additional monies will be used for special projects.

- ❖ **M/S/C ~ (Ferguson/Pavlik)**
Motion to approve: Financial Report

IV. GOVERNANCE:

DORA – Department of Regulatory Agency Oversight

- The MCA Executive Director will be taking the Community Association Manager licensing, and will complete it by July 1.
- This license is now a requirement by the State of Colorado.

Appointment of Officers

- Executive Board Open Seats – 3 year term
- George Pavlik was voted in as a Resident Board Member for a 3 year term, 2014-2016
- Votes were cast for board members to fill empty seats:
 - Brian Fennelly – President
 - George Pavlik – Vice President
 - Lee Ferguson – Treasurer
 - Gregg Looker – Secretary

- ❖ **M/S/C~ (Ferguson/Pavlik)**
Motion to approve: Appointment of board members

Committees to remain intact

- Design Review Committee- Delegates, Lisa Hall (Forest City Builder Program Manager) and Board Resident Members. Look in the future to have an election process.

- ❖ **M/S/C~ (Looker/Ferguson)**
Motion to approve: Keep Design Review committee intact

Design Review Authority

- The Executive Director proposed updating the Stapleton Alley Policy to make it less vague for violations of sporting equipment, raised beds and trash enclosures that are violations of the alley policy. He proposed to add regulations for these items in the policy and make it a design review item.
- Questions were raised about enforcement, City of Denver alley regulations and possible issues.
- The Director is going to review City of Denver alley policies.
- This item was tabled until next meeting.

V. MANAGEMENT REPORT

Facilities – Keven Burnett, Executive Director

- The MCA is exploring space in the 29th Ave Town Center. The space would be on the third floor above the dry cleaners, the MCA is still working with Forest City on the terms of the possible five year lease. The space that the MCA is housed in would grow from 3000 square feet to 5500 square feet. It will provide the MCA with adequate space for employees and storage. This would also allow ample space for rentals.

Aquatics – Paula Deorio, Aquatic Director

- Aquatic guide set to go out, in mailboxes by beginning of March.
- Recruitment has begun for seasonal staff. Looking for upwards of 130 total summer seasonal staff. Attending a few job fairs to assist with recruitment.
- Registration for summer programs begins online on March 23 at noon, Swim Team registration will begin on March 9 at noon.
- New for 2015, there are additional punch card options: 10, 15 and 20 punch options.

Programming – Diane Deeter, Programming & Events Director

- Sponsorship information is out to 2015 sponsors. Already have six 'Dreamliner' sponsorships taken, will cap this sponsorship opportunity to eight total. These encompass all summer events. Aquatic sponsorships will be completed by a lottery.
- Continue to work with Sam Gary Library to sponsor their Tween Series and also the Active Minds adult lecture series.

- Continue the relationship with Central Park Recreation center. The first SNL...for kids only event of 2015 was February 14. There was a total of 150 participants. There are still two in the spring, in March and April.
- Egg Scramble, coming up March 28 on the South Green, 10am-11:30am.
- The Stapleton MCA will be hosting an open house in their new space on Wednesday, February 23 4pm-7pm. (7350 E 29th Ave, Suite 300)
- The MCA will continue to support local nonprofits. (Sand Creek, Bluff Lake, Anchor Center)

Parks and Facilities, Executive Director

- The City of Denver is hosting a ground breaking for the continuation of Westerly Creek, Monday February 23.
- Have begun the process of resurfacing Aviator Pool, this process will take 6-8 weeks. Pool plaster will last 10-12 seasons generally.
- Have purchased seasonal stage covers for the North and South Greens. These will be up for the summer season of concerts and theatre.
- 26th Avenue Park moving forward. Looking to add baseball fields to the park.
- Conservatory Green Drake project moving forward. Design of a new Event space for the MCA will move forward.

VI. UPCOMING MEETING SCHEDULE

- 1) Delegate Meeting – March 18 (Noon)
- 2) Delegate Meeting – April 15 (Noon)
- 3) Executive Board Meeting – May 20 (Noon)