

Cold Springs Board of Directors
October 26, 2022, Board Meeting Minutes

Call to Order:

Director's present: Jeff O'Donnell, Marc Glynn, Russ Hasemeier, Mike Parsons, Lynda Vernon, Chris Whittaker, Mike Worley

Director's absent:

Other's present: Parker Boulter, Pam Carlin, Tom Hazlett

Approval of Minutes: September minutes approved

President's Address:

Financial Report:

- **September Financial Update:** Pam Carlin
- **Delinquent Accounts:**
- **Capital Spending Plan:** Board inputs have been submitted.
- **ERTC Money From IRS:** Report out on status of IRS payment status (Charles Caldwell). Memo has been written and sent to the IRS.
- **IRS Late Payment Penalty:** Waiting for IRS to disposition waiver request filed by Steve Miller. Steve Miller: there is a minimum of 30 days wait for the IRS to respond.
- **2021 Tax Return:** Engagement Letter Completed with Roberts & Company. A preliminary summary will be available for the September Annual Meeting. The Financial Statements have been completed (Subject to one 1 change from Charles). Completion of the Return is the still required.
- **Office Processes:** Processes were reviewed and approved:
 - a. Meals and Rest Periods
 - b. Petty Cash Reimbursement and Safeguarding
 - c. Conflict of Interest
 - d. Receiving Policy/Procedure
 - e. Purchasing Policy/Procedure

Member Correspondence:

General Manager's Report: Parker Boulter

Old Business:

1. **Solar Project Update:** In Process, on target (February Install?)
2. **Proposed Policy Changes/Additions:** The new payroll company is drafting a manual that can be used to create this policy.
 - a. Employees, Alcohol & Illegal Drugs proposal tabled pending review by H.R. knowledgeable individual. Nathan to have new Payroll Company perform this review.
Status: Reviewed and forwarded to Parker
3. **Water Contingency Plan (July 21, 2021):** Mike Parsons, this item is in a “holding pattern” until the Solar Project is understood. Status: Committee formed including Mike Parsons, Howard Penn and Dave Martinez.
4. **Tournament Committees Bylaw/Policy Discussion:** The policy that the Board agrees to is full inclusion wherever possible. Mike to re-write and send to Board for approval (this has been completed and Tom Hazlett has the action item to update the club policies with Mike’s completed policy.
5. **Board Candidate Search Status:** Marc Glynn Status: Open
6. Steve Miller recommendation that Board sets an allowance for Bad Debt.
7. The Business Office requirement to start following the suspension process for accounts that are delinquent more than 2 months.
8. **Policy proposals:** Tom is to update the policy document and present to Board for approval.
 - a. Military Membership category
 - b. Social Membership
 - c. Orientation Policy (See Proposal document)
2. **Reaffirm membership price offering Sheet** (Russ/Tom). Completed in last meeting, has sheet in Office been updated

New Business:

1. Dues Increase Proposal: Reviewed

Meeting Adjourned: 8:10pm

Executive Session

Future Board Meeting Schedule:

Wed, Nov 16, 2022: Regular Board Meeting 5:00 pm - 7:00 pm

Wed, Dec 21, 2022: Working Board Meeting 5:00 pm - 7:00 pm