

RIVER BEND PARK BOARD MEETING MINUTES

May 20thTH, 2023

1. ROLL CALL

Meeting was called to order by President Adam Farmer at 10:30 am.

Board members in attendance: Adam Farmer, Julie Moss, Lynn Richert, Michael Roland, Jason Thompson, Dewayne House, Yancy Deloach, and Debra Myers.

Board member Earnest Hall was not at the meeting for roll call, but came late.

2. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Julie Moss made a motion to approve the April 2023 Board minutes as written. Seconded by Jason Thompson.

The following board members voted aye: Julie Moss, Lynn Richert, Michael Roland, Jason Thompson, Dewayne House, Yancy Deloach, and Debra Myers. Motion passed.

Board member Earnest Hall wasn't present to vote.

3. APPROVAL OF FINANCIAL REPORT

Lynn Richert made a motion to approve the April 2023 financial statements as reported. Seconded by Jason Thompson.

The following board members voted aye: Julie Moss, Lynn Richert, Michael Roland, Jason Thompson, Dewayne House, Yancy Deloach, and Debra Myers. Motion passed.

Board member Earnest Hall wasn't present to vote.

4. REPORT OF THE PARK MANAGER

Park manager Jacob Findley stated that he was still waiting on the new card reader to come in then he will install it. Pools are scheduled to open on time. Mowing is getting done. Jacob said that the ferris mower needs work. The board voted to have it fixed. Jacob said he will get it to cox to be worked on. Jacob said the park could really use a backhoe attachment for the tractor. Adam Farmer said maybe the park can sell some of the old equipment that is not used to help purchase one.

6. REPORTS OF STANDING COMMITTEES

Activities Committee: Lynn Richert stated for memorial weekend there will be food and craft vendors set up by the community building. There will be 2 bands Saturday night one in block 6 and one by the office. She is checking on water slides also.

Abandoned Lot Committee: Michael Roland said him and Larry Russell have some ideas. Michael said he could use some more committee members to help.

Audit Committee: Julie Moss stated the committee met and did the first quarter audit for Jan, Feb, & March. Everything was matched and hopefully we will have the report for the POA to approve at the June meeting.

Bylaw Committee: Adam Farmer placed Dewayne House, Yancy Deloach, Debra Myers, and Julie Moss on the committee. Angie Ostermeier asked to be on the committee. Adam placed her on it. Julie Moss said she thought Brandy Alcorn was on it. Earnest Hall asked to be on it and was told not right now. Adam said he retained a lawyer to help with the bylaws.

7. OLD BUSINESS

Card Readers: Adam Farmer said that we will be keeping the card readers at both gates. We are having Jacob put up concrete posts around the readers to help keep people from hitting them.

Bathhouse #1: Adam Farmer said after memorial weekend Jacob will get estimates for fixing bathhouse #1 so we can look at getting started on it. Julie Moss said the property owners deserve to have it fixed.

9. NEW BUSINESS

Paid Assessments: Adam Farmer stated if you haven't paid your assessments your water will be capped off May 1st.

Secondary Lots: Debra Myers said she feels all secondary lots need capped off. There was discussion on it then it was tabled until later.

Common Property: Earnest Hall wanted to know who to contact about using the community building and common property? Adam Farmer told him to contact the activities committee to check if it is available.

10. ADJOURNMENT

Julie Moss made a motion to adjourn the meeting. Seconded by Michael Roland. Motion passed by majority verbal Ayes. Meeting adjourned at 11:31 am.

Finance Committee Audit Report January 1, 2023- March 31, 2023

Meeting Date: April 29, 2023

Committee Members present: Brandy Alcorn, James Alcorn, Sebrina Smith, Angela Ostermeier, and Julie Moss. The audit was held in the office; Lynn Richert & Laurie were present in the office training and working office hours.

Records audited in the office: Bank statements, Expenses/bills, Deposits, Receipts, Receipt books, & Quick Books reports.

Information reviewed out of office: Payroll. This is done every 2 weeks to catch any potential errors quickly.

Expenses:

The bank declined to issue a refund of \$118.22 for back taxes paid for redemption of lot 068-03. After the park paid the back taxes, a property owner came forward with a deed to that lot. The park received a letter from Centennial Bank stating the dispute was being denied due to untimely submission. There were two charges disputed at that time, one was refunded, the other was not.

There have been several credits to the main account from the AR Employment Security Department that matched the amounts paid. The accountant checked on these and there was an issue with QuickBooks remitting the payments. The accountant was working to correct the issue and the payments were resubmitted.

Deposits:

Deposits are being made in a timely manner. No issues were found.

Receipts:

Each receipt in the receipt book was accounted for in the deposits for the first quarter.

Payroll:

Employee payroll for 12/30/22- 4/6/23 was checked using employee timecards, the accountant's payroll reports, and time clock printouts.

So far, there have been no payroll errors this quarter.

Comparison of 1st quarter 2022 to 1st quarter 2023

	Regular Employee hours	Overtime Hours
1 st quarter 2022	1,343.94	1.62
1 st quarter 2023	1,658.99	27.41