COG Board of Directors Open Session

Minutes
May 18, 2025

Opening

The Open Session of the COG BOD was called to order at 10:05 am in McDade, TX by Mark S.

Present
Mark S
Mark B
Jamie M
Jean M
Bart W
Tim V (GM)

Mary (Treasurer) - not present

Approval of Minutes

- Minutes from the previous meeting accepted without discussion.

Treasurer Report

- Profit and loss report distributed
  - A summary of various increases in revenue, overall 10% increase in gross
  - Steep increases in utilities, 35% higher
- Major Account Balances:
  - Checking $51,579
  - Savings (Tax acct) $2,215
  - Council Account $1,718
  - Consolidation Loan $18,328
  - Line of Credit $498
  - Tractor Loan $12,457
  - Credit Cards $19,412
- Discussion on credit card balance and intent to not carry a balance forward.
- Financial reports will be emailed to members prior to the future meetings, the cutoff will be set as the 5th of each month and distributed by the 10th.

General Manager Report

- Past month’s statistics
  - Cabin and room rentals 28 = 102 nights total
  - Gate fees /visitors = 177
  - RV sites 30amp = 14 / 50amp=29 / 43 sites total
  - Membership count is 178 memberships=296 people
  - Residencies 36 = 55 people
  - Non-resident site holders 49 = 86 people
  - Members lost 4 total / 3 voluntary 1 involuntary
  - 296 members

Food Committee

- Food sales profit approximately $1000.
- We are expecting costs to increase due to cost of supplies.
- A discussion of where supplies are purchased from, retail or distributor. The required volume for distributor orders makes this a less viable option.

Taxes

- Protest filed with the county to contest the significant increase.

New Building

- Design graphics developed will be emailed to interest members based on the inputs and requirements.
- The next step is to assess the exterior space requirements to come to an overall footprint for determining where the facility can go.
- Cost estimates will come next.
- Opening a separate bank account to segregate the funds being saved. Currently they are earmarked in an existing account.

Budget

- Bart has distributed the budget to the BOD based on historical review of the past year and using the new chart of accounts.
- The revenue was set with minimal increase from this past year, ie a conservative estimate.
- The budget will be provided to membership.

Legal

- The BOD intends to establish a relationship with legal council, not to be put on retainer, but to ensure we have someone in the event they would be needed in the future.

Site Development

- Tree clearing and site prep is on the member
- Ranch provides water to a delivery point
- Septic current approximate cost for materials is $3000, ranch provides labor to install, if equipment has to be rented, member shares cost. Considerations of feasibility when choosing a site.
- Power
    - Blue Bonnet provides quote if new service or pole is required. Example, $7k for new pole at the pool.
    - Camp power could be an option depending on current load. The ranch has material on hand but if new is required, that cost is on the member.
- Waiting list for sites at the office, it does need a review and verification with members, we are considering privacy aspects of posting the list online as has been requested
- Available open sites list was created but the review has not been completed. Interested members should talk to the GM to discuss available sites or wishes.
- Multi-site rental programs require BOD approval and come in two forms, a fully functioning second site or a currently uninhabitable site.

Old Business

- Indoor pool wall repair, evaluating bids between $18k-$30k.
- Outdoor kitchen – requesting input on requirements and exploring a committee to develop options.
- Job descriptions – work in-progress, the GM duties have been documented but need to be reviewed. All other office positions need similar descriptions.

New Business

- **MOTION**: The board of directors will select, purchase, and deliver a predator awareness training course to all board members and staff members. Successful completion of this course will be required for all board members and COG employees. Additionally, the course materials will be made available to the Council and any other interested volunteers for their voluntary completion. The board will purchase the training course and any necessary materials out of the general revenues of Star Ranch. Mark S, 2nd by Mark B, unanimous – motion carries.

- **MOTION**: The Board of Directors will undertake a review of the current process for background checks including assessing the quality of the current vendors' reports. Further they will review the standards for admission based on the background check reports. And finally, they will review the process for renewing the background check after an appropriate passage of time. Insofar as possible, this will be done with respect to the Council's stated goals for such background checks. The board will create an updated policy for background checks which, after further approval by the board, will become the standard operating procedure for the office to rely on regarding background checks done for any purpose at the ranch. Mark B, 2nd by Mark S, unanimous – motion carries.
  - BOD will establish guidelines for the office to follow to clarify and guide the GM determination.
  - Council has two applications waiting and requested timely decision and response.
  - BOD needs to consider whether the guest/applicant gets a copy of the report.
- Rates – BOD will discuss this topic at next month's meeting.
- **MOTION**: Approve Council request of $2500 for a live band, Mark B, 2nd by Mark S, Mark, Mark, Jamie, Bart – yea; Jean nay – motion carries.
  - Requested feedback from the attendees on whether there was interest
- **MOTION**: Gail appointed as the 5k Race Coordinator, Mark S, 2nd by Bart, unanimous – motion carries.
- BOD official communication medium – email, request it come from a specific address and limited to one topic, formatted to make distinguishable

Council and Committee Reports

Fire Safety

- Over 200% of our annual commitment

Council Report

- Recap of full schedule of past and future events
- New towels arrived
- 6 new members
- Movie night at the pool, first Friday of each month
- Encouraging support of our DJs and attendance at dances
- Election coming up, 6 positions open
- GM shall provide a member list to the council

Marketing Committee

- Randy is a new addition to the committee
- First priority is to work on reviewing options for the website
- The committee needs to review the social media and moderator duties

Member questions/comments

- No items

Adjourn

Motion to adjourn by Mark S, 2^{nd} by Jamie, unanimous. Meeting adjourned at 1224.

Minutes submitted by Jamie M.