

# Master Community Association

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## Q2 Executive Board Meeting

Wednesday, May 19, 2021 | 12:00 – 1:30 pm.

MCA - Zoom Video Conference

8351 E Northfield Blvd. | Denver, CO 80238

### ATTENDANCE

#### Executive Board

Dana Elkind – President (District 3)  
Amanda Dorotik – Secretary/Treasurer  
Shalise Hudley-Harris – Director (District 10)  
Claudia Saez – Director (Developer)

#### Community Delegates

Heather Vasquez (District 2)  
Andrew Bartlett (District 5)  
Rebekah Henderson (District 6)  
Sarah Stabio (District 8)  
Hope Miller (District 9)  
John Holt (District 11)

#### MCA Staff

Keven Burnett (Executive Director)  
Jenifer Graham (Business Director)  
Diane Deeter (Community Director)  
Paula Deorio (Aquatics Director)

#### I. CALL TO ORDER

Dana Elkind (President) called the meeting to order

#### II. APPROVAL OF MINUTES

[February 17, 2021](#) meeting minutes were attached.

❖ **M/S/C~ (Holt/Elkind) - Motion passes.**

**Motion to approve:** Minutes as presented.

#### III. FINANCIAL REPORT

The Executive Director presented [January-March 2021 Statement](#)

#### Statement of Activity January through December 2020

• Income (4000 series)	\$1,870,967	vs.	Budget \$1,939,433	-\$68,467
• Expense (5000 series)	\$1,510,892	vs.	Budget \$1,577,390	-\$66,498
• Net Ordinary Income	\$360,075	vs.	Budget \$362,043	-\$1,969
• Reserve/Improvement	\$787,528	vs.	Budget \$500,500	\$287,028

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## **Balance Sheet (as of March 31, 2020)**

• Current Assets	\$2,104,523.84	vs.	\$2,233,863.43	-\$129,339.59
○ Operating Funds	\$485,868.79	vs.	\$376,388.66	\$109,480.13
○ Reserve Funds	\$824,036.63	vs.	\$945,728.84	-\$121,692.21
○ Community Fee Fund	\$325,199.41	vs.	\$337,526.47	-\$12,327.06
• Accounts Receivable	\$621,077.28	vs.	\$438,891.14	\$182,186.14
• Accounts Payable	\$417,847.73	vs.	\$305,335.84	\$112,511.89
• Total Assets	\$4,531,675.58	vs.	\$4,468,120.54	+1.4%
• Total Liabilities	\$644,483.82	vs.	\$637,877.83	+1.0%
• Total Equity	\$3,887,191.76	vs.	\$3,830,242.71	+1.5%
• <b>Total L&amp;E</b>	<b>\$4,531,675.58</b>	vs.	<b>\$4,468,120.54</b>	<b>+1.4%</b>

## **Summary of Discussion:**

- Currently reporting 96% of budgeted income.
- Currently reporting 96% budgeted expense for normal operating structures.
- Slight reduction in assessment budget. Anticipating Filing 57 to come on this quarter which will correct low assessment budget reports through remainder of 2021.

## ❖ **M/S/C ~ (Unanimous) - Motion passes.**

**Motion to approve:** Financial statement (January-March 2021)

## **IV. OPEN BOARD MEMBER SEAT**

- Three nominations received:
  - Rebekah Henderson (District 6)
  - Hope Miller (District 9)
  - John Holt (District 11)
- Nominees were each given time to speak about their interest and qualifications for serving on the board.
- To adhere to the regulatory procedures for conducting elections and mainlining delegates' anonymity, voting will proceed by mail.

## **V. MANAGEMENT REPORT**

- **Aquatics**
  - Pool safety -
    - Every incident that takes place at MCA's aquatic facilities is documented when hands-on contact from staff has occurred.
    - MCA tracks patterns of behavior at all aquatic facilities. Official forms and reporting procedures help us identify and trace repeat offenders.
    - The MCA retains the right to remove recurring offenders from our aquatic facilities and may forfeit future access if deemed necessary.
    - Parents with children 5 and under must adhere to the "Within Arm's Reach" rule.
      - This rule applies to children using puddle jumper flotation device.
      - Patrons using the puddle jumper and not adhering to this rule will receive one verbal warning before staff can insist that the puddle jumper is removed.
  - Most messages received from the community have concerned the removal of current capacity restrictions.
    - Expecting to implement full capacity at all facilities by June 15th.
    - Provides additional time for staff to finish vaccination process and receive their second shots.

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- Swim lessons -
  - Private lessons will be available based on individual availability at each facility.
  - No mixing of families will be allowed.
  - Only fully vaccinated instructors will be permitted to teach private lessons.
- 100 percent of pool furniture will be reintroduced. Patrons can bring their own furniture if it has a minimal footprint.
  - The use of large umbrellas is discouraged.
- **Events/Programming**
  - Sunday Farmers Market begins Sunday, June 6<sup>th</sup>.
  - The MCA's beer festival will not occur in 2021.
    - Organizing public concert with special "beer garden" section in lieu of festival.
  - 2021 Kids Triathlon is at full capacity.
    - Participant breakdown into four age groups to reduce capacity in race transition areas.
  - Upcoming events -
    - Community Garage Sell (Sat. May 22<sup>nd</sup>)
  - The Cube will reopen for event rentals in 2022.
- **Parks and Facilities**
  - Planning to add dugouts at MCA managed baseball fields. Hoping this will be completed by the end of summer.

## VI. UPCOMING MEETING SCHEDULE

August 18, 2021 | Q3 Executive Board Meeting | 12:00 pm | Online

November 17, 2021 | Q4 Executive Board Meeting | 12:00 pm | TBD

December 15, 2021 | Annual Members' Meeting & Delegate Election | 6:30 pm | TBD