

October 26, 2016 BOD Meeting Minutes

Meeting called to order at 7:01pm by President, Brandon Miller, directors attending: Brandon Miller, Jeff Hill, Judi Brady, Pat Schoggins, Leslie Melendez-absent due to illness.

Previous Meeting Minutes Approval

With corrections noted: Finance-under greenbelt, correct to \$23,000 remaining for greenbelt.
Judi Brady report-take out letter M

Judi Brady-motion to approve September 28, 2016 meeting minutes with corrections noted, second-Schoggins, all in favor: Schoggins-aye, Hill-aye, Brady-aye, motion passed.

Judi Brady-motion to approve October 18, 2016 Executive Meeting Minutes with recreation wage increase "tabled", second-Schoggins, all in favor: Schoggins-aye, Brady-aye, Hill-aye, motion approved.

Director Reports

President-Brandon Miller- I put up one of the dog waste stations here in the recreation area behind the large green kiosk next to walking path near pool. There are two more to install.

Greenbelt update

President-Brandon Miller One large oak with broken branch, one large pine dropping branches on property, owner told contractor not to trim. Will reschedule.
Discussion of trees identified. Piles in disc golf course were chipped.

Neighborhood Watch

President-Brandon Miller -New list to update and ideas to bring attention to signs posted.

Architectural

Fence issue was handled by Judi Brady, and deck project for home in escrow-resolved.

CC&R

Judi Brady-one member's fines begin November 1st.

Finance

Pat Schoggins-see the budget vs. actual report, next reserves contribution of \$16,489 due to be done in December.

See Roberts 3rd quarter reports for both operating and reserves thru 9/30.

Discretionary reserve contribution of \$37,000 was made from excess operating funds.

Recreation

Pat Schoggins- Weston has some burn piles that are covered, and has been filling green waste cans.
Need to advertise for recreation pool manager/grounds manager position.

Old Business

Delinquency Policy Update

Pat Schoggins-see revised copy, cleaned up and removed civil code numbers and they change, and corrected to quarterly assessments.

Pat-Motion to approve revised policy, second-Hill, all in favor: Brady-aye, Schoggins-aye, Hill-aye, motion passed.

Allied Trustee Services

Pat Schoggins-This is the company we interviewed. The attorney that advised us on the delinquency policy was impressed with the comments Andrea Wilson made. We don't want to use ALS, we are not sending anyone to collections now, but I think we need to have someone set up to take our information and we can ask questions. I clarified there are no fees until a vote is made by the board to turn over to collections.

Judi Brady- my concern is with all these fees, if we put them in collections, the fees charged to them, they will never catch up.

Brandon Miller- Is there a contract we need to sign or pay a retainer fee?

Pat-no, no fees charged until we turn over a member. Discussion of examples when might use.

Pat Schoggins-motion to proceed with hiring Allied Trustee Services, second-Hill, all in favor: Brady-aye, Schoggins-aye, Hill-aye, motion passed.

Flooring Quote

Pat Schoggins- quote recap sheet shows prices approved at the finance committee meeting.

Pat Schoggins-motion to approve -Floors To Go- Office flooring- \$1779.49, second-Brady, all in favor: Brady-aye, Schoggins-aye, Hill-aye, motion approved.

Office Furniture

Pat Schoggins- no quotes provided, the plan is for Karen to go the Used Office Furniture Store in Sacramento, the budget amount is \$2500, you have to go and buy what is in stock that day, Judi Brady will go with Karen to choose desk.

Pat Schoggins-motion to approve Karen and Judi to go pick out the furniture as long as it is under budget, second-Brady, all in favor: Schoggins-aye, Brady-aye, Hill-aye, motion passed.

New Business

2017 Reserve Expenses (See list)

Pat Schoggins- These expenses were all approved by the Finance Committee, just to recap:

Projector and screen-approved, security cameras, pool and tennis gate software upgrade, will be researched by Carol with Wayne's Locksmith.

Painting-Lodge-same contractor that did the pool cabana, and staining the deck, we already have the stain.

Small amount for structural repairs to lodge if needed.

Solar -large pool is for the plumbing only, plus one panel to replace.

Exterior lighting at pool

Tot lot

3-year site visit study \$2050

2017 reserve spend total is \$28, 770

Pat Schoggins -motion to approve the 2017 reserve spend, second-Brady-, all in favor: Hill-aye, Brady-aye, Schoggins-aye, motion passes.

Jeff Hill-offer to research video cameras.

Pat Schoggins-motion to approve Aztec Solar for re-piping and replace one panel for large pool solar \$4,746.28, second-Hill, all in favor: Hill-aye, Brady-aye, Schoggins-aye, motion passed.

Pat Schoggins-motion to approve quote from Geremia Pools for purchase in 2016 (2), one for each pool Intelli Chem chemical controllers and installation with permits & wiring for total of \$4,400, second-Hill, all in favor:

Brady-aye, Schoggins-aye, Hill-aye, motion passed.

Pat Schoggins- motion to approve purchase in 2016 of 24 pool filter cartridges from FiltersFast for \$1158.10, second-hill, all in favor: Hill-aye, Schoggins-aye, Brady-aye, motion passed.

Judi Brady- I would like to comment on the cash purchase disbursement DRAFT policy, I have read it thoroughly and do not have a problem with it as written, as Karen has stated she already does most of the tracking now.

Brandon Miller- the finance committee will review it in detail at the meeting on November 14th.

Brandon Miller November meetings- Finance Meeting on November 14th, the regular board meeting will be moved to November 17th. There will be no meeting in December- due to holidays.

Office closures for December:

The week of December 5th-office flooring / remodel.

The week of December 19th-closed for the week for 2 vacation days and holidays.

Meeting adjourned at 8:25pm.