

Approved Minutes of the Regular Meeting on December 19, 2009

BLUE LAKE SPRINGS HOMEOWNERS ASSOCIATION
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

DIRECTORS PRESENT: President Frank Hengel, Vice President Dave Ryniec, Secretary Harry Tittle, Directors Doug Rischbieter and Roy Silcox.

DIRECTORS ABSENT: Treasurer Teresa Rossi-Clay and Director Angela Logan

General Manager: Tony Abila

Assistant General Manager: Marsha Hampton

President Hengel declared that the Board Members present consisted of a quorum, but three ayes would be necessary in order to pass a motion. President Hengel called the regular meeting to order at 9:00 a.m.

1. **Member/Guest Introduction:** Larry & Marilyn Larson, Lot 119, Unit 13; Sherry Tittle, Lot 12, Unit 1; Bev Vasquez, Lot 182, Unit 10.
2. **Member/Guest Forum:** No comments.
3. **Approval of Minutes:**
 - a) Approve Policy for Board of Directors Minutes:

Director Silcox made a motion to adopt Policy 500-A-26, Board Minutes, Version A, with one correction. Secretary Tittle seconded the motion.

Director Rischbieter asked if staff found the Policy helpful: he stated his opinion that Version B gave more clear direction and respective duties for preparation and review. He was concerned that Version A did not allow correction of “omissions” in draft Minutes.

The Board Members agreed that under the section ‘Corrections to Minutes’, the word ‘omission’ should be inserted to read “omission or correction of fact”.

President Hengel called for the vote: **President Hengel, aye; Vice President Ryniec, aye; Secretary Tittle, aye; Director Silcox, aye; Director Rischbieter, nay. The motion passed with four ayes and one nay.**

- b) Approval of Minutes for the November 21, 2009 Regular Meeting:

Director Rischbieter made a motion to approve Version B of the November 21, 2009 Regular Meeting Minutes with the correction in Closed Session. The motion died for lack of a second to the motion.

Secretary Tittle made a motion to approve Version A of the November 21, 2009 Regular Meeting Minutes with corrections. Director Silcox seconded the motion.

President Hengel called for the vote: **President Hengel, aye; Vice President Ryniec, aye; Secretary Tittle, aye; Director Rischbieter, nay; Director Silcox, aye. The motion passed with four ayes and one nay.**

4. 2010 Budget

a) Review and approval of 2010 Budget – draft Version 5R (revised):

Manager Abila reported that Treasurer Rossi-Clay and he did corrections to the Health and Dental section. The assessment was designated at \$373 per member, per lot and the combined APN single lots at one assessment, by Board approval. There were also revisions in the Food Service and Recreation Departments.

Vice President Ryniec asked if Delinquency Accounts are built into the budget. Manager Abila replied that they were not.

Director Silcox questioned where the bridge replacement cost would be placed in the budget. Manager Abila responded that the bridge cost will be placed in the Reserve Fund – Capital Expenditure page of the budget and be paid for from the Reserve Fund as this is a replacement item.

Director Silcox requested that the Amenities Recap be removed from the cover page and placed under each appropriate department.

Director Silcox made a motion to approve the 2010 Budget with the exception of putting the Amenities Recap on separate pages and correcting the Budget Recon page. Secretary Tittle seconded the motion.

Director Rischbieter requested that the record show and the Minutes reflect “that everyone on this Board is clear that by adopting this Budget as proposed that we are proposing to charge 124 members at least double what the other 1,900 members are paying for the 2010 year for the purpose of administration and maintenance and installation and improvement of the recreation facilities.”

President Hengel requested that the record show and the Minutes reflect that “the cost per lot is the same.”

President Hengel called for the vote: **President Hengel, aye; Vice President Ryniec, aye; Secretary Tittle, aye; Director Silcox, aye; Director Rischbieter, nay. The motion carried with four ayes and one nay.**

Director Rischbieter stated that he voted no on the proposed budget because he cannot support a budget that charges some members more than other members since our tax exempt basis is that we are a social and recreational club.

b) Review and approval of 2010 Membership Dues - \$373.00 (see page 3 of draft budget):

Secretary Tittle made a motion that the Board approve, as listed under the 2010 Budget, the approval of the 2010 membership dues of \$373.00 for developed and undeveloped lots, Associate Members, and single Assessor Parcel Number combined single lots which will pay one dues. Director Silcox seconded the motion.

President Hengel called for the vote: **President Hengel, aye; Vice President Ryniec, aye; Secretary Tittle, aye; Director Rischbieter, nay; Director Silcox, aye. The motion carried with four ayes and one nay.**

Director Silcox asked if the dues had to be approved separately from the Budget. President Hengel responded that it should be automatically approved as part of the Budget.

5. President's Report: President Hengel stated that the Holiday Brunch was outstanding.

6. General Manager's Report:

a) Operations Review: Manager Abila gave the following report:

A proposal for the replacement of the Fly In Lake foot bridge was presented. There was discussion about different options for construction materials. More research will be done.

Replacement of the dance floor will cost approximately \$9,000 to \$10,000. The cost is budgeted at \$3,000. The dance floor is used about six times per year. There is a possibility of renting a dance floor instead of purchasing a new one. More research will be done.

Fly In Lake dam was inspected by the Department of Water Resources. Several work requests were made. Maintenance will complete the requests this year.

7. Member Forum

Bev Vasquez requested that the recording of Board Meetings by any Board Member or Member be made public before the beginning of the meeting.

President Hengel responded that the issue of recording is addressed in the Board Minutes Policy that was just passed.

8. Financial Report, Treasurer

a) Financial Statement Review for the eleven month period ended 12/31/09:

Director Silcox noted that the P/L shows the Association coming in over budget in profit due to the containment of costs by management.

Manager Abila answered questions about the financial statements.

b) Reserve Funds & Asset Capitalization: Manager Abila reported that the pool fence will be added to the Reserve Fund list. Manager Abila will check with the Auditor about the proper way to transfer Reserve Fund items.

c) Replenishment of Reserve Funds as budgeted for 2009-Review & Approve: Manager Abila reported that he does not recommend transferring money from the Operating account to the Reserve Account at this time.

Director Silcox made a motion that we forgo the October, November, December 2009 transfer from the Operating Account to the Reserve Fund. Vice President Ryniec seconded the motion.

Director Rischbieter stated that he will abstain until he obtains more information from the Treasurer.

President Hengel called for the vote: **President Hengel, aye; Vice President Ryniec, aye; Secretary Tittle, aye; Director Rischbieter, abstained; Director Silcox, aye. The motion carried with four ayes and one abstention.**

d) Accounts Receivable Review-status of accounts receivable: The Board will defer until Treasurer Rossi-Clay is consulted.

9. Committee Reports

A. Finance: No Report.

B. Summer Recreation: No report.

C. Winter Recreation: Secretary Tittle gave the following report:

The Holiday Brunch was well attended and the food was excellent. Extending the time of the Brunch will be considered for those who attend church.

The new DJ system will be ordered in January.

Sign-ups for New Year's Eve to date are almost full.

The St. Patrick's Dinner Dance will be held on March 20th.

D. Marketing: The next meeting will be in January 2010.

E. Personnel: Deferred to Closed Session.

F. Architectural Review/CC & Rs:

a) Status of ARC reviews: BLSMWC review is pending on one plan.

There is a painting review that is missing the review form. Manager Abila will look for it.

G. Facilities: No report.

H. Long Range Planning Committee:

a) Minutes of previous meeting: Vice President Ryniec reported that the full committee has not met for the last two months but the sub committees have met.

Vice President Ryniec addressed the item under New Business, b) Long Range Planning Committee Meeting Minutes: He explained that he researched the committee requirements and found that there are three things that are required of the committee. They are two interim reports, one due in May 2009 and the second one due this month which will be completed in January. A final report is due in April 2010.

He stated that after researching committee meeting reporting requirements, a committee can meet without producing Minutes from that meeting. The goal of the minutes is predicated on the importance of the committee; for example when cost, bids and recommendations are involved. Then it is important that the committee keep Minutes as part of the process. However, if the committee is meeting on a non monetary developmental decision, for instance brain storming, the minutes for those committees become quite cumbersome. We are not doing committee minutes in the structure that people are use to seeing minutes. There will be interim reports for the Board with a three ring binder which will detail all the work that has been done with recommendations for the Board to consider.

I. EPPOC: Vice President Ryniec gave the following report:

The last meeting was a Christmas Luncheon in which an invitation was extended to Homeowners Association Presidents. Blue Lake Springs President Hengel attended the meeting.

There will be snow removal contrary to some rumors.

The County Supervisors cannot change the charge of \$150 on our tax bill for garbage transfer stations without a vote of the constituents.

The food bank had 2700 Thanksgiving meals. There are 2200 families in Calaveras County on food stamps.

Construction permits have decreased considerably over the past few years.

10. Old Business: None.

11. New Business:

a) Policy 500 A-22 Member Meeting Rules for Association Meetings-review most recently adopted policy: President Hengel explained that the Membership Meeting Rules that were read at the last meeting was an older version and that the most recent version of that policy is in the Board Books and out on the table for the members present. There was discussion about the specificity of the revised policy compared to the previous policy. President Hengel suggested using the revised policy with the option of making changes if the revised policy is ineffective.

b) Long Range Planning Committee Meeting Minutes – where are they?
Minutes of Committee’s Meetings are required by law: Vice President Ryniec covered this item under **9. Committee Reports, H. Long Range Planning Committee.**

12. Member Comments: Sherry Tittle requested that the Policy for Member Meeting Rules include the requirement that other member names not be used when a member addresses the Board.

13. Correspondence: President Hengel expressed his concern that the letters that the Board receives from members are not given recognition for their comments. There was discussion about whether to read these letters at the Board Meetings. There was agreement that issues contained in letters from members should be considered and addressed at Board Meetings if action is called for.

14. Closed Session:

a) BOD Review and Approval of Holiday Bonuses: The Directors agreed on the Holiday Bonuses presented.

Director Rischbieter made a motion to approve the renewal for 2010 of a contractual agreement with a member for payment of delinquent dues based on a satisfactory performance. Director Silcox seconded the motion. The motion passed unanimously.

15. Adjournment: President Hengel adjourned the regular meeting at 11:20 a.m.

Respectfully Submitted,
Recording Secretary, Marsha Hampton
Approved for Posting: January 16, 2010