

# Oaktree Park Cabana Club Home Owners Association Board of Directors Meeting Minutes

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Meeting Date: May 26, 2009  
Minutes Issued: 6/14/09  
Status: Draftv1

## **In Attendance (Italics indicates Board Member)**

*Jeff Smith*                      *Paul Donati*                      *John Greene*                      *Terry Thompson*  
*Frank Ross*                      *Gordon MacKean*                      *Kevin Wollenweber*

## **Regrets**

*Bill Herndon*                      *Beverly Phillips*

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The meeting was convened at 7:15 p.m. Pacific time.

## Agenda:

1. April Financials
2. Motion to accept the April Meeting Minutes
3. Discussion on bathroom cleaning
4. Plumbing repairs
5. Bathroom Supplies
6. Locks
7. Garbage dumpster duties
8. Landscaping update
9. Discussion about discretionary spend on repairs (no need for vote)
10. Propane
11. Pool Temp
12. Swim team liaison scope
13. Defibrillators
14. VGBA next steps
15. Update on Solar
16. Replacement lounge chairs
17. BBQ info
18. Schedule next meeting
19. Adjourn

1) Terry presented the financial update. Terry provided John Greene the financial history for review. Swim team has primed the Wells Fargo account for coaches pay. Terry has requested \$8k to cover the lifeguards.

2) Terry moved to accept last months minutes, Paul 2<sup>nd</sup>, passed unanimously.

3) \$40 per week seemed to be reasonable so we decided to move forward with hiring the cleaners to do the bathrooms weekly. We also decided that about all we can expect is

“spray cleaning of floors’ as those mats are unreasonably difficult to maneuver on a weekly basis.

AI: Gordon to inform Beverly of the decision.

Status: Beverly has arranged for Claudia to start on Monday June 15.

4) A number of plumbing problems have been identified so it was decided that Terry would arrange for a plumber to come out and look at the sinks and toilet in the boy’s bathroom, and the sprinkler valve near the exit by the pump room.

AI: Terry to arrange for the plumber.

Status: completed. Toilet ‘obstruction’ fixed, sink faucets replaced (on left sink, right sink Hot water still off), and sprinkler valve replaced.

5) Kevin wanted to know what’s needed in terms of BR supplies? Disinfectant Wipes, toilet paper rolls, paper towels, soap, Pine-Sol

6) Locks are changed (and there are 2 spare keys left for Board Members that need them). I have not changed the locks on the cupboards in the girls bathroom (because I can’t take the old locks off) and I have not changed the pump room locks.

7) Taking the dumpster to the curb:

Kevin - June

John - July

Paul - August

8) Jeff gave a summary of the costs (\$2250) and I observed that it appeared that the ivy was continuing to just die off and was looking worse. Paul motioned we vote to proceed with the work, 2<sup>nd</sup> by Kevin, unanimous vote to proceed.

9) There was discussion about the need/challenged of email votes for so many of the maintenance related activities, especially around the pool repairs. We decided that there should be a \$500 limit for discretionary budget on these types of costs.

10) With upcoming parties and swim team activities it was decided to check the tanks

AI: John Greene to check and fill the tanks if required.

Status: spare tank was filled.

11) Decision was made to maintain the pool temp between 78 and 80 degrees.

12) Jeff offered to be the primary contact for all ‘swim team/pool issues’ with the exception of Genie Service which Kevin is already primary on. This includes clogged toilets etc.

13) Paul was going to check with City Council regarding defibrillators.

14) We believe that we are (and need to be planning to do the changes for the VGBA after the swim season is over. The cost from Genie is not excessive although it is not clear from the quote what they intend to do.

15) Frank gave an update on his work investigating solar for the pool. He discovered that the breakdown of the PG&E bill between gas and electric showed that electricity was the predominant cost and that the water heating costs aren't that significant, making solar heating hard to justify. On the other hand, active solar electric might make sense so he was going to start looking into that.

16) We still need to replace the 3 lounge chairs. Kevin indicated he would follow up with Patti Gur as she had indicated she might be able to source some for us.

AI: Kevin to proceed with replacing the lounge chairs.

17) With the BBQ on June 14 we needed to get info out on what needs to be done. Specifically, notices to homeowners, shopping, setup, cooking and cleanup. Jeff agreed to do the shopping, Gordon agreed to get the info out, and we had a few people volunteer to cook etc. We all need to volunteer for cleanup.

AI: Gordon to get info out to homeowners

Status: Completed (Flyers went out June 1, web site updated on June 6)

AI: Gordon to forward the shopping list and duties to the Board

Status: Completed (email forwarded on June 3).

18) Schedule next meeting. We agreed for Monday, June 29 at 7:00 pm at the pool for the next meeting.

20) Adjourn - The meeting adjourned by 8:30 pm

Respectfully Submitted,  
Gordon MacKean  
Secretary