

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

Meeting Date: Aug 31, 2009
Minutes Issued: 8/31/09
Status: Draftv2

In Attendance

<i>John Greene</i>	<i>Kevin Wollenweber</i>	<i>Terry Thompson</i>	<i>Frank Ross</i>
<i>Beverly Phillips</i>	<i>Gordon MacKean</i>	<i>Bill Herndon</i>	<i>Paul Donati</i>

Regrets

Jeff Smith

The meeting was convened at 7:10 p.m. Pacific time.

Agenda:

1. Approve July Meeting Minutes (All)
 - a. Clarification on BBQ questionnaire
 - b. Protocol on answering emails
 - c. Glass tabletop replacements
 - d. Umbrella stands-
2. VGBA quote update from Genie (Kevin)
3. Finance Review (Terry)
 - a. Insurance update
4. Reserve Study Review (Frank)
 - a. Virginia Graham Baker Act (VGBA)
 - i. Drain and Resurfacing work \$28,000
 - ii. Filter/Pump Replacement \$7,500
 - b. American w/Disabilities Act (ADA)
 - i. Site survey \$2,500
 - ii. Architect \$3,000
 - iii. Construction \$18,000
5. Membership Sales to outside parties (John)
6. Next steps for VGBA and pool resurfacing
7. Next Meeting Dates
8. Adjourn

1) Review/Accept July Minutes

- Clarification on the action to create a questionnaire re: changing the format for the HOA Spring BBQ. Decision was made to raise it as an item for the next AGM and look for volunteers to run it.
- Question about the protocol for answering emails (now that the board members are getting them). Gordon suggested that secretary answer all emails of a procedural nature (i.e. when is the next meeting) and the President and/or VP answer all other inquiries.
- Gordon to replace glass tabletops with plastics (during the off-season)
- Umbrella stands – John and Kevin have the replacements, just haven't brought them over.
- Pool close on Sunday Sept 27th. **Action: All board members are should try to attend.**
- **Motion to accept the minutes: Gordon; 2nd by Beverly Philips, all for, none against.**

2) Kevin presented the quote from Genie for VGBA compliance with resurfacing if required. Gordon provided Kevin with an earlier quote from Adams Pool which is significantly higher and includes slightly different wording that we should get included in Genies contract (i.e. bring the drains and water up to VGBA compliance).

3) Finance Review.

- Finances looked generally ok.
- **Action Terry: get details from M&C on how we can be 10k behind in assessments if only 18 people owe July.**
- Insurance is up for renewal and they want to know if we are continuing coverage.
 - **Action Terry: get quote and if within 10% of budget renew, otherwise send out an email with the details.**

4) Frank gave an update on the work that he had done on with the Reserve Study through the contractor. He had three variants of the study to cover “as is” capital investment, and options for the addition of solar power through “leasing” and outright “purchase”. The purchase option was too expensive to consider. All three cases include significant changes to the previous studies and require further funding (more assessments!) which nobody really wants to put forward. Frank highlighted that the majority of the increases were due to new assumptions for the VGB Act and ADA upgrades that increase year 1 expenses by about \$15k over the previous model. We decided to give the board a chance to review and we will make decisions at the next board meeting on what to do about the model (for expense, or income, or both).

- **Action: Gordon to scan the reserve study tables and circulate to the board.**

5) Just a quick discussion on making memberships available for resale (by homeowners that are no longer interested in the pool). The group agreed that we should just defer until the AGM due to the following concerns:

- Increase traffic/load with little or no increase in revenue.
- Concern about collecting of fees/administration
- Potential requirement to require changes to CC&R
- Key management on annual basis
- Unclear if this was an item that requires a full vote (ie AGM)

6) Vote on Pool quote.

- After reviewing the reserve study updates and the quote the Board decided that there was no option but to complete the work required to bring the pool to VGBA compliance starting on September 28th, and that we need to be prepared to commit the funds for resurfacing the pool if the pool surface cannot be patched.
- **Motion to get Kevin to have Genie proceed with the repairs work: Gordon, 2nd by Terry, all for, none against.**

7) Next Meeting Dates:

- Monday, September 28th, at 7:00 pm
- Monday, October 26th, at 7:00 pm
- *Monday, November 30th, at 7:00 pm. This date is tentative and will be convened if there is remaining 2009 business.*

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

Respectfully Submitted,
Gordon MacKean
Secretary