

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

Meeting Date: June 28, 2010
Minutes Issued: 6/29/2010
Status: Draftv1

In Attendance

Jeff Smith *Paul Donati* *Beverly Philips* *Gordon MacKean*
John Green *Kevin Wollenweber* *Tim Gifford*

Regrets

Frank Ross *Bill Herndon*

Agenda:

1. Convene
 2. Financial review
 3. Rat complaint
 4. Plumbing update
 5. Pool update
 6. Landscaping
 7. Assessment
 8. Pool Manager
 9. Adjourn
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- 1) The meeting was convened at 7:38pm.
- 2) Finance Review
 1. Discussed delinquent accounts—proposed to have MC send letters stating over due accounts are subject to immediate suspension of pool privileges—both personal use and club activities (i.e. swim team)
Gordon motioned for a vote. Second by Beverly
Motion passed unanimously
 2. Document retention policy. Gordon looking into IRS requirement for permanent retention vs other options.
- 3) Rat complaint by homeowner—Board will work with pool manager and life guards to ensure cleaning policy is being enforced, and garbage is taken out.

- 4) Plumbing update- 1st phase is complete. WCP did not snake the line from the toilet, so the mens bathroom is still backed up and will remain closed. Next phase: WCP to install cleanout line this week. Once in place the city will hydro flush the line on future backups free of charge for the first 2 calls. On the third call they will replace the line free. Total estimated cost for plumbing issue will approach 8k.
 1. Action item: Jeff to check on inspection

- 5) Pool Update—2 of the 3 Pool lights are out. Gordon provided quotes to repair with standard 500w bulbs--\$266/ea, or LED \$629/ea. LED would also require a conversion kit and cost may approach \$1k/ea. Gordon motioned for a vote on sticking with 500w replacements. Second by Paul.

Motion passed unanimously.

 1. Chemical dispenser needs to be replaced. Motion passed in online vote.
 2. Locks to be re-keyed next year (expected cost \$750)
 3. Community complaint regarding cut feet as a result of recent resurfacing. Genie has walked the pool and wire-brushed the spots they identified. Kevin to request a recommendation on a brush we could use to address future rough areas we come across.

- 6) Landscaping- Broken pipe in curb section repaired by landscaper. Jeff to discuss whether this is covered by our existing 3-sprinkler head repairs per month agreement
 1. Pear tree in front has fire blight. Jeff is pruning to keep under control

- 7) Assessment—see above item 2—delinquent accounts

- 8) Pool Manager, Paul Page, was a guest at the meeting. Requested we begin using a sign-in sheet upon entry into the pool facility. Gate will now remain closed, and guests will need a key to enter. Guards will be instructed not to leave their post to open the gate. Each replacement key will cost \$15.
 1. Opened a discussion on life guards and whether one guard should remain on duty in the event their partner guard does not report for the shift. This topic was previously discussed and it was determined two guards were recommended. Gordon motioned for a vote to maintain the two-guard policy. Second by Paul.

Motion passed. Yay-5 (Paul, Bev, Jeff, Kevin, Gordon) Nay- 1 (John)
Abstained-1 (Tim)

- 9) Adjourn 8:51pm

Respectfully Submitted,
Paul Donati
Secretary