

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

Meeting Date: August 30, 2010
Minutes Issued: August 31, 2010
Status: Ver. 2

In Attendance

Frank Ross *John Greene* *Bill Herndon* *Gordon MacKean*
Tim Gifford *Kevin Wollenweber*

Regrets

Paul Donati *Beverly Philips* *Jeff Smith*

Agenda:

1. Convene
2. AVRC proposal
3. Approve July minutes
4. Financial review
5. Pool update
6. Other Business
7. Pool closing plans
8. Adjourn

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- 1) The meeting was convened at 7:35 pm.
 1. Gordon carried proxy vote for Jeff Smith.
 - 2) Unfortunately the representative from the Almaden Valley Rotary Club (AVRC) (Edesa Bitbadal) did not show up to the meeting.
 - 3) June minutes were ratified by unanimous vote.
 1. Outstanding actions:
 1. Delinquent account letter – deferred until July dues are accounted for.
 2. Genie invoices have been consistently \$985/mo.
 3. Pool light and chemical sensor repairs are not done yet (will add to post season 'to-do' list.
 - 4) Finance Review (high level summary)

Cash on hand (less swim team and payroll)

Operating: \$18360.49
Reserves: \$17643.46
Total: \$36003.95

Major deviations from budget:

Pool resurfacing
Plumbing (\$11,728 variance on repairs).
Pool supplies (\$2500 variance - I need to research because the budget shouldn't have been \$750)
Payroll taxes : \$4318.52
Permit: Rate increase of \$212.00

Action: Gordon to advise M&C to write off the \$0.02 on many accounts
Discussion: John Greene asked about the payroll checks for pool cover labor.
I indicated that typically M&C runs our checks on the 15th of each month and due to my being away I missed the 8/15 submission. That said, I have asked Alisa to cut checks off cycle. I haven't heard back yet.

5) Pool update:

- Genie has limited staff and at present can't clean our pool outside of pool hours
 - **Action:** Kevin to determine fixed times for pool cleaning and post & email
- Heater work will require shutdown (pumps and filtration/treatment is off too) to inspect the heaters.
 - **Action:** Kevin to work with Genie to see if the work can be deferred until 9/27 or later (after the pool closes). Dependent on what level of urgency Genie attaches to the problem.

6) Other business:

Off season 'to-do' list (and owner)

1. Chemical Sensors - gordon
2. Pool Lights - gordon
3. timer for automatic filler - nobody
4. door into pump room – agreed a contractor should estimate – no owner yet
5. coping around pool – Tim

7) Pool Closing:

Pool closing will be September 26, 2010 at 9:00 am
John Green will bring refreshments
An email will be sent out to request volunteers
Kevin will arrange for Genie to shut down heaters and go to “off season”
pump/filter cycle for the 27th or later

8) Adjourn 8:20pm

Respectfully Submitted,
Gordon MacKean
Treasurer