

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

Meeting Date: September 27, 2010
Minutes Issued: October 12, 2010
Status: Ver. 2

In Attendance

Frank Ross *John Greene* *Bill Herndon* *Gordon MacKean*
Paul Donati

Regrets

Kevin Wollenweber *Beverly Philips* *Jeff Smith* *Tim Gifford*

Agenda:

1. Convene
2. AVRC proposal
3. Board Seats
4. Approve August minutes
5. Financial review
6. Pool update
7. Pool closing
8. New Business
9. Adjourn

-
- 1) The meeting was convened at 7:37 pm.
 - 2) Almaden Valley Rotary Club (AVRC) (Edesa Bitbadal) made a presentation to the board members present for a “Welcome to Almaden Valley” sign
 1. Coleman and Almaden Expressway beautification project and community pride. Working with architect and contractor, will provide pdf description for circulation to OPCC
 2. Budget 15k-20k
 3. Requested we distribute flyers to our community to attend their fund raising event November 16
 - 3) Discussed retiring BOD members and strategy to circulate available seats to community. John, Gordon, Bill will not be returning.
 - 4) August minutes were ratified by unanimous vote.
 1. Outstanding actions:
 1. Delinquent account letter – August shows dues down by half again. CCR reminder regarding use of common assets while in arrears.
 2. Motion to raise dues by 3%--Gordon, 2nd Frank. Vote passed unanimously

3. Post season-to-do-list: Other pool light (one changed by Gordon) and chemical sensor repairs to be completed in off season*see item #7
 - 5) Finance Review (high level summary)
 1. Received Mandatory Use Tax Registration for Service Enterprises from M&C
 1. M&C registered the OPCC HOA and we will be assessed \$50 Use Tax Filing
 2. Owners assessment paid within \$2300 of budget (appx 10 homes outstanding)
 3. Lifeguard numbers will reconcile by next statement
 4. Pool Cover labor—pre-submits for pool cover labor one month in advance to avoid labor payment delays for next years season
 - 6) Pool update:
 - **Action:** Kevin to have Genie come out to inspect the heaters.
 - **Action:** Draft job description for pool manager (Gordon)
- 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 two contractors should estimate – (Frank)
 5. coping around pool – Tim
- 7) Pool Closing took place September 26, 2010 at 9:00 am
 - 8) New Business:
 1. Rekeying topic for discussion (been 3 yrs)
 - 9) Adjourn 8:50pm

Respectfully Submitted,
Paul Donati
Secretary