

## **October 27, 2021 Board Meeting Minutes**

Meeting called to order at 7:02 pm by President Kevin Monsma.

Directors present: Kevin Monsma, Marie Zandona-Harger, Rose Smith, Jeremy Sundby, Dominique Smith.

### **Director Updates**

President, Kevin Monsma-defer to co-directors

### **Greenbelt**

Dominique Smith-We are finishing up with the 100-foot defensible space.

Free firewood is available to GRF members, contact the office to get location to pick up wood.

### **Recreation**

Jeremy Sundby-the pools are not working, we working on getting contractor quotes for repairs, having trouble getting people to come to Pollock Pines, I have contacted 11 companies and have only received 3 bids. We are collecting them for the Bod review.

Contractors reported damage caused by chemical mismanagement.

We are working on a plan to have the Intelli-chem pumps connected and operating, and we will create proper training procedures to be put in place for future boards. We will adopt training for continuity and create a pool binder to be kept by the association.

Discussion of pool details and equipment affected pumps, chemical feeders, leaks, deck needs replacement.

### **Architecture**

Marie Zandona-Harger- We have had a few projects approved; 2 roofs and one new home.

### **Fire Safe Council**

Dominique Smith-The Welcome Back BBQ held on October 15<sup>th</sup> was a big success, thank you to all the volunteers.

The council is still looking for a secretary.

### **Finance**

Rose Smith-Please see the most recent profit/loss report YTD. The 4<sup>th</sup> Quarter dues are continuing to trickle in, we have made the 4<sup>th</sup> Quarter reserve contribution, we continue to have more home sales and transfer fees, many of those that were delinquent are now paid current.

### **New Business**

#### **2022 Budget Adoption**

Kevin Monsma- we have not decided on the final budget yet, we will take section by section and Rose will walk thru each, income, expenses, employees.

Rose Smith-proposed keeping the dues assessments the same, \$107 per quarter and:

- Increase current escrow transfer fee from \$200 to \$250
- increase current document fee from \$100 to \$150
- adding a statement fee \$200

Another suggestion to add more revenue was to offer pool memberships to non-members for \$500 per year. This would be a pool pass, buyers would sign waivers, we would develop a different way to access the pool other than issue a standard pool fob, they would check in and sign in all family members, no outside guests permitted. Discussion of options to get member feedback by sending out polls and surveys.

We had our reserve study site visit -walk thru, we are waiting for the report to determine the 2022 contribution. We currently have the amount set at \$67,000, tentatively.

### **Employee wages**

Office wages = \$42,188 which includes the office manager and \$5100 for 1 part time bookkeeper/office staff.

Jeremy Sundby-motion to approve, second-Kevin Monsma, all in favor, motion approved.

Jeremy Sundby-motion to approve Grounds/Maintenance wage to \$15.50/hour, no second.

Dominique Smith-motion to approve to Grounds/Maintenance wage to \$16.00 per hour, second, -Rose Smith, all in favor: Dominique Smith-aye, Jeremy Sundby-aye, Rose Smith-aye, Marie Zandona-Harger-abstain, motion passed.

All BOD approved Pool staff \$15.00 per hour.

Recreation Events- Jeremy Sundby-motion to approve increase from \$500/year to \$3000, second, Marie Zandona-Harger, all in favor, motion approved.

Polls and Survey Option-Survey Monkey to be researched.

Jeremy Sundby-Motion to approve:

- Delinquency Template
- Late Fee template, file lien option,

Marie Zandona-Harger-second, discussion, per Rose Smith amend motion to send the forms to our attorney for review, approved.

Jeremy Sundby-motion to approve CC&R violation template with referrals to county, second-Marie Zandona-Harger, all in favor, motion approved.

Kevin Monsma- motion to approve the budget with changes noted, reserve contribution tentative pending receipt of reserve study report, second- Marie Zandona-Harger, all in favor, motion approved.

Jeremy Sundby-Employee work order/invoice-motion to approve, second-Marie Zandona-Harger, all in favor, motion approved.

Jeremy Sundby-motion to approve review of pool contracts by Steve & Carol Steinbrecher, second-Dominique Smith, all in favor, motion passed.

### **Open Forum**

Concerns noted regarding pool memberships, regarding liability, lifeguards, waivers. 1099 vendors prohibited, people at pool opening gate for others, CC&R update and Bylaw's update, trim trees at tennis court.

Swings are scheduled to be installed on November 11<sup>th</sup> and 12<sup>th</sup>.

Craft Fair-Saturday, November 13<sup>th</sup>, 10:00-3:00 at the Lodge

November board meeting is scheduled on THURSDAY, NOVEMBER 18<sup>th</sup> due to Thanksgiving holiday.

There will be no board meeting in December.

The office will be closed from December 20<sup>th</sup> thru 30<sup>th</sup>, will reopen on January 3<sup>rd</sup>, 2022.

Meeting adjourned 10:03pm.