

Special Board Meeting  
Gold Ridge Forest POA  
April 14, 2019

Special Board Meeting of Gold Ridge Forest Property Owners Association called to order at 9:00 am by Vice President, Linda Barr; sitting in for the President. Joan Fuquay is away on a family emergency. Directors present: David Barth, our newest board member, and Scott Leonard, our Architecture person. I want to welcome David to the board and we will have a more formal introduction at our next open board meeting. Thank you for joining us, we are excited to have you. We are digitally recording this meeting, there are no members present, we will proceed.

The board had some items they felt could not wait until the next board meeting. Time is of the essence on a couple things, and that is why we called this special session.

### Three Agenda Items

- 1. Funding for Bylaws
- 2. New GRF Facebook set up
- 3. Quick update on greenbelt issues

#### 1. First Item of Business-Bylaws

Linda Barr- Here is a brief background. As some of the new folks started working with the Bylaws, we realized how out of date they are. On behalf of our membership; this board and future boards, we are seriously concerned we are out of step with the Davis-Sterling Act which governs home owners association boards. Our Bylaws have not been updated since 1994. We believe this has become a significant priority for us to find the money to have our attorney update our Bylaws to have them consistent with the law. As everybody knows the Davis Sterling Act has been updated considerably since 1994 and it is really important that our homeowners' association be in compliance with the law.

Scott Leonard- motion to discuss item. Where will the money come from?

David Barth- That is what I have been looking at for the last week or so. It looks like we can pull it from office staff/recreation funding, depending on how we control their hours. The money is there for that.

Linda Barr-Joan is not here, but sent a text she believes there is money in the office staff budget as well to fund the Bylaws. The cost is \$1500.

Discussion of staff hours and options.

David Barth-Motion to approve the Bylaws Update, contingent on a funding discussion verified at the next board meeting: second-Leonard, all in favor: Barth-aye, Leonard-aye, Barr-aye, motion passed.

#### 2. Second Item-Face Book Page

Linda Barr-At the last board meeting the board voted to NOT approve the informal Facebook Page to become the official Gold Ridge Forest Property Owners Association Facebook Page. The board agreed to table the discussion pending the formation of a communications committee which would potentially look further into the idea. However, David, our newest board member here has a proposition: We have an official Face Book Page that does not allow for comments, but is basically to be used by the board to conduct official business on by way of posting

meetings and notices and other kinds of official business we need to get out members. We recognize many of our members are on Face Book.

Scott Leonard-motion to open discussion on the issue; second- Barr.

David Barth- my thought is we create a business page; they allow people to come and like and be the first priority on their feed when someone sees something. We have the ability to turn off comments and replies and messaging. We won't have discussions going off on tangents. We can update with Gold Ridge Forest pictures, or what ever we want to just to keep people informed. We can have all board members and the office manager have admin rights to edit and approve things. It would be nice to have a calendar of all the board meetings and committee meetings.

Linda Barr- I would also like to create a policy to discuss at the next board meeting.

Scott Leonard- I make a motion to adopt the Official Face Book idea discussed, pending adoption policy on usage and options: second- Barth; all in favor: Leonard-aye, Barth-aye, Barr-aye, motion passed.

### 3.Last Item-Greenbelt Issues

Linda Barr- At our last meeting Dominique had raised concerns regarding the number of people he is hearing from who want to get rid of downed trees in the greenbelt adjacent to their properties. I am concerned it become a free for all out there., we need to maintain control. I have contacted the president of the El Dorado County Fire Safe Council and looking for ideas to report back to the board at the next meeting. I am also looking for information on applying for federal funding for our greenbelts.

Also, we have forms for tree removal and we should create a policy.

Discussion: GRF should have someone go out to look at requests and verify location.

Fire road mapping and clearing, and escape route options also discussed.

Next board meeting is on April 24, 2019, 7:00pm at the lodge.

Meeting adjourned at 9:26 am.

## **April 24 2019 BOD Meeting Minutes**

Meeting called to order by Joan Fuquay at 7:03pm on April 24<sup>th</sup>.

I would like to introduce our newest board member, David Barth. Thank you very much for joining us.

We have with us: I am Joan Fuquay-President, Linda Barr- Vice President, David Barth-Finance, Dominique Smith-Greenbelt, Scott Leonard- Architecture.

We now have a full board. We are recording on our digital device, please sign in on the sheet in back.

### **First Order of Business**

#### **Meeting Minutes Approval**

Linda Barr- motion to approve the March 6, 2019 Board of Directors Meeting Minutes, second-Leonard, all in favor: Leonard-aye, Smith-aye, Barr-aye, Barth-aye, motion approved.

Linda Barr-motion to approve the March 23, 2019 Special Board Meeting Minutes, second-Smith, all in favor: Barr-aye, Smith-aye, Leonard-aye, Barth-aye, motion approved.

David Barth- I have lived in Gold Ridge for 3 years, I am married with two kids, we enjoy the pool and playground, my wife is actively involved in our kids school and I look forward to being involved in our community here at Gold Ridge Forest, and continue to grow and be a great place to live.

David Barth- motion to approve the April 14, 2019 Special Board Meeting Minutes, second-Barr, discussion: Linda Barr-Our Bylaws have not been updated since 1994. There have been a lot of changes in the Davis Sterling Act which governs home owners associations. The board decided it is worth spending money to get the Bylaws updated, it is one of the two guidance documents we use from board to board to provide consistency on how meetings are run, and board member responsibilities, plus the CC&R's. We did vote at the last meeting to update the bylaws.

All in favor: Barr-aye, Leonard-aye, Smith-aye, Barth-aye, motion passed to approve meeting minutes.

### **Director Reports**

President-Joan Fuquay- because of the length of the agenda I will add anything as it comes along.

Vice President-Linda Barr- I will talk more about the agenda issues as well.

Finance- David Barth- I have ben here for one month, I am still working on getting familiar with the job. We are working on getting a fidelity bond, we have two quotes. Our reserve fund (2) CD's with El Dorado Savings Bank are rolling over to a higher rate. I am working with Karen on getting all our monthly reports according to AB 1912. Our accountant reports are available on the table.

Greenbelt-Dominique Smith-I am getting bids on getting two greenbelts done this year. I am looking at what can be done with our crew with the chipper if we can get in there. It is cheaper than the companies with big machinery. C-7 between Opal and Onyx is bad, waiting for final bids. C-4 is 4 acres and was over \$10,000.

Member question-what about Gold Ridge volunteers planning a work day to clear greenbelts. Discussion of volunteer involvement. Question on vacant lot maintenance.

Architecture- Scott Leonard- one new home build pending county permits, and one fence request.

## Old Business

1. Bylaws funding- David Barth, we have found some in labor costs and I am looking in other places, it looks like we do have the money to cover it (\$1500). The attorney has been notified to begin the process.
2. GRF Face Book page- David Barth, there is a number of Gold Ridge pages in different capacities. The goal is to have one that represents the board to be informative, not a place for discussion or posts from other people. The intent is for board meetings, committee meetings, and news for the association. We are working a policy for posting.  
Discussion of policy read by David Barth (see attached)  
Linda Barr- motion to adopt policy; second-Smith, all in favor: Leonard-aye, Smith-aye Barr-aye, Barth-aye, motion passed.
3. Greenbelt issues- Linda Barr- I am big on fire safety and will work with Dominique on this. I have a call in to Heather Campbell who is the Pollock Pines/Camino contact person for the Fire Safe Council. I am looking for grant money available, and news from El Dorado County Board of Supervisors. They are considering passing an ordinance regarding the 100-foot defensible space to add crossing property boundaries. It will require compliance or parcel owners will receive a penalty. We would like to invite her to speak at the next board meeting.  
Linda introduced Draft Form-Member Volunteer Request-for approval for members to volunteer to do some clearing in the greenbelt with restrictions reviewed and discussed. Greenbelt clearing options/costs discussed.  
David Barth- motion to accept the Member Volunteer Form for members wanting to do cutting and add requires a site visit, second-Smith, all in favor: Smith-aye, Leonard-aye, Barr-aye, Barth-aye, motion passed.
4. Candidate Letter Deadline May 14<sup>th</sup> at 5:00pm.

## New Business

1. Pool Staff-hiring- We will try something different this year, Tom Hilton will be in charge of pool operations and we will have another lead person in charge of staff, will have 5-6 total.  
\*18-year age limit discussion.
2. Chipper blade replacement approval – \$cost 250-275. Linda Barr- motion to approve purchase of chipper blades, second- Smith, all in favor: Smith-aye, Leonard-aye, Barr-aye, Barth-aye, motion passed.
3. Pool Furniture purchases- previous quotes were approved last fall, we will need updated quotes for umbrellas, tables, and gas BBQ, chaise lounges within same budget, and purchase plan.
4. Date of Record set for upcoming BOD Election, Linda Barr- motion to accept June 1<sup>st</sup> as the date of record as the date for election eligibility, second-Barth, all in favor: Smith-aye, Leonard-aye, Barr-aye, Barth-aye, motion passed.
5. Pool Rules-Alcohol and Non-Resident Use-GRF received feedback requesting to reinstate the No-Alcohol rule. Discussion: Linda Barr- motion to go back to the policy of No alcohol at the pool, second-Barth, all in favor: Barr- aye, Barth-aye, Smith-nay, Leonard-nay, Joan Fuquay- I will vote to break the tie, and go with the NON-Drinking policy, motion passed.  
Non-resident use of the pool discussed.
6. Vehicle Abatement issue-table
7. Fidelity Bond-We have 2 quotes, waiting on 3<sup>rd</sup>. This is a new law required under Davis Sterling Act that homeowners' associations now have to have Fidelity Bond coverage for directors, officers and employees for an amount equal to or more than the combined amount of the reserves of the association and total assessments for three months. It also has to include computer fraud and funds transfer fraud protection. David Barth- the quotes ranged widely from a couple hundred dollars for a

three policy for \$1,000,000 to \$700 per year for \$400,000. It includes anytime spending \$10,000 it has to be a written request from the board, and a host of financial reports now required monthly. We are getting quotes from our regular insurance agent, and our agent for workman's comp. Brandon Miller will refer his contact for bonds for his construction business.

Side note- banner from Costco 3 'by 5' to fit between signs, put up on Gold Ridge signs the week before board meetings announcing upcoming meeting, cost \$32, previously discussed. David Barth- motion to approve, second-Smith, all in favor: Barr-aye, Barth-aye, Smith-aye, Leonard-aye, motion carries.

8. Manager Information Inquiry-Joan Fuquay-There was an individual from the association that requested information regarding one individual staff position in particular. For the sake of transparency, I am clarifying, the office manager is the only salaried position. The annual salary for that position is \$36,540. The office hours are: Four days per week, Monday thru Thursday, from 10:00am to 2:00pm. The manager works on average 30 hours per week, additional hours outside of the office hours. There is an official job description for this position. Usually employee issues are handled by the board in executive session due privacy regarding personnel issues.

#### **Open Forum**

Member question-are the meeting minutes posted on the website?

Yes, after they are approved. We will start a new process to post the draft minutes subject to approval.

Member question-Does our area have an evacuation plan?

Linda Barr- I spoke with head of El Dorado County Fire Safe Council and asked him about this. Every fire is different and we should rely on our local fire department for latest information on safe routes, it is really handled on a case by case situation.

Member question-are the fire access roads locked?

Most can be accessed, many old chains removed.

Linda Barr- I want to work with Dominique on identifying these roads and planning access.

Meeting adjourned at 8:53pm.

#### **FB posting policy: 4-24-19 Approved by Board of Directors**

**The Office Manager / web master will be responsible for posting all boarding meetings (a tentative schedule one year in advance), and if available dates of committee meetings, and other relevant Gold Ridge Forest POA events. Board of Directors can post directly to the FB page for topics in their purview. However, direct posts need to be of a factual manner and no opinion-based content, and cannot discuss policy, or board positions or decisions. All other posts including, but not limited to policy, board positions and decisions shall be reviewed by the board before being posted. Any administrator may post a picture to the page at any time as long as the picture is on GRF property or property in the GRF development, related to a GRF event, and it is relevant to the members of GRF. Pictures must protect the privacy of the members and public; therefore, addresses and license plates should be blurred out prior to posting.**

