

## **May 26, 2021 BOD Meeting Minutes**

### **Via ZOOM**

Meeting called to order by President, Kevin Monsma- 7:00pm, directors present: Kevin Monsma, Rose Smith, Bob Ritzman, Dominique Smith, Marie Zandona-Harger.

Announcement, Kevin will be on vacation for June 23<sup>rd</sup> Board Meeting.

Bob Ritzman- motion to approve agenda, second-Marie, all in favor, agenda approved.

Bob Ritzman-motion to approve April 28<sup>th</sup> Board Meeting Minutes, and May 12 Special Board Meeting minutes, second-Dominique Smith, all in favor, motion passes.

June 26<sup>th</sup>- Green Waste Dumpster Day sponsored by Gold Ridge Forest Fire Safe Council, located at the Lodge rear parking lot. 8:00am – 2:00pm.

**For GR members ONLY, must produce utility bill to prove residence.**

Greenbelt C-4 -clearing question for homes on the north side of Mercury, behind 3 houses, per Dominique- will have our contractor look at it.

**Lodge Rentals** -will resume after June 15<sup>th</sup> with no restrictions.

### **CC&R Revision Update**

Kevin Monsma- We have received 3 quotes, had them carefully reviewed and the board voted to approve Adams Sterling. They will take the current docs, first research the updated laws, prepare draft, submit for any final revisions, prep for final draft for the ballot and voting instructions.

Bob Ritzman- let's move forward, Rose agreed.

Rose Smith-motion to approve contract with Adams Sterling, cost between \$7,500 restatement fee, second-Dominique Smith, all in favor, motion passed.

Suggestion to add Bylaws that were updated two years ago but not approved. Will get estimate.

### **Job Descriptions**

Rose Smith- I have revised the previous job descriptions for office manager and office assistant and added duty statements for more detail, and have shared with the board members.

We have created a procedure to split Accounts Receivable and Accounts Payable.

We have created an office assistant position to work an average 10 hours per week, or an average of 40 hrs per month as workloads require.

Dominique Smith-motion to approve the job descriptions for both the office manager and office assistant, second- Bob Ritzman, discussion, call for vote, all in favor, motion passed.

### **New Business**

Dominique Smith- When we were walking the greenbelt property lines marking for the contractor, we came across many properties that were dumping trash in the greenbelts behind their homes. We found dog feces, trash, yard debris dumped. It is pretty obvious who was dumping. We will be following up on the offenders with letters of violations.

### **Playground Safety Modifications**

Bob Ritzman-our current playground surface does not meet safety standards; therefore, we removed the old deteriorating swings, and the wooden step at the bottom of slide ladder. It has been difficult to get quotes for replacing them, not many local contractors, and many were not interested.

I have shared all quotes received with the board, supported by reserve budget, and I recommend:

Diamond Concrete- Remove existing keystone blocks, re-grade area, dig footings, pour concrete, add rebar, forms, pump to build retaining wall \$20,000. It will be a concrete curb from 6 – 12 “ from the ground.

Ross Recreation Equipment-Deliver and install 2-bay single post swings for 2-12 years and 2 full bucket seat single post swings, total 4 swings, including freight delivery- \$8,339.94

Applied Landscape Materials-130 yards cedar safe certified engineered playground fiber, Delivered and installed, \$6,664.78.

Discussion -details for scheduling.

Rose Smith-motion to approve Diamond Concrete-grading and build retaining wall for \$20,000, second- Dominique Smith, all in favor, motion approved.

Dominique Smith- motion to approve Ross Recreation, 2 sets of swings, 2 swings each, freight and installation for \$8,339.94, second-Rose Smith, all in favor, motion approved.

Bob Ritzman- motion to approve Applied Landscaping for engineered fiber delivered and installed-\$6,664.78, second Dominique Smith, all in favor, motion approved.

We will post on the website when the playground closure will be scheduled.

### **Cabana Flooring**

Pat Schoggins-presented quotes via spreadsheet and samples in the lodge for replacing the carpet in the cabana that was damaged by vandals’ last fall.

She recommends Carpet One- best match, high grade commercial type similar to what lasted 12 years, quote \$2384.44. Discussion of possible other flooring options.

Dominique Smith-motion to approve quote from Carpet One, second-Bob, discussion, call for vote, Dominique Smith-aye, Bob Ritzman-aye, Rose Smith-Nay, Marie Zandona-Harger aye, motion passed.

Kevin Monsma-Look for your election ballots to be mailed out the first week in June, deadline is July 9<sup>th</sup>.

We will schedule a meet the candidate Town Hall in June.

Sherry Hawk- Fire Safe Council needs a secretary.

Meeting adjourned 8:40pm.

