

MINUTES - REGULAR MEETING

Wednesday, January 13, 2016

7:00 p.m

1.0 MEETING AND ORGANIZATION

- 1.1 Establish Quorum & Roll Call
7:10 pm Meeting called to order by Hunt.
Present: Hunt, Leguillon, J. Roppel.
Staff: Tom Reed

2.0 PUBLIC FORUM

- 2.1 Public Comment-None
- 2.2 Committees-None
- 2.3 Staff Report/Monthly Service Report.
Caretaker Report-Continued.
Bookkeeper Report –None, Book keeper informed the board that she was not able to set up AT&T phone account on auto debit.

3.0 REGULAR BUSINESS

- 3.1 Approve December 2015 Regular Meeting minutes, as submitted.
MOTION: Cook moves to approve the December 2015 Regular Meeting Minutes with corrections, H. Roppel seconds motion, 4-0-0.
- 3.2 General Fund Reports and Expense Report. **MOTION** Cook moves to approve the General Fund Report and Expense Report in the amount of \$347,061.97, Leguillon seconds the motion. 4-0-0.
- 3.3 Revenue and Expense Report. **MOTION** Cook moves to approve the Revenue and Expense Report in the amount of \$10,857.47. Leguillon seconds the motion. 4-0-0.
- 3.4 Additions to the Agenda-None

4.0 CONTINUING BUSINESS

- 4.1 Book Keeper Performance review. JRoppel to modify job description and add list of reports completed by Book Keeper. JRoppel and Leguillon to meet to complete review and send out to board for input.
- 4.2 List of Reports Bookkeeper completes in 2015/2016. JRoppel to provide list.
- 4.3 Clubhouse window coverings. Cook met with advanced Blind and Shade and will get more info from company about different options available. Continued.
- 4.4 Sidewalk Repair in front of clubhouse. Cook reports that they are just waiting for weather to dry up to do repair.
- 4.5 MOU for LSBIA for cooperative operations. Hunt to send out copy to board members to review.
- 4.6 LAFCO Review. Continued

5.0 NEW BUSINESS

- 5.1 Bid policy for routine contractors-Continued
- 5.2 Review new and revised policy documents. Hunt to prepare revision to bylaws for board review.

LSBRD

314 Estrella Ave.

Clubhouse Boardroom

6.0 DIRECTORS' REPORTS

6.1 Director Reports-None

7.0 RECAP ACTION ITEMS

7.1 Secretary Leguillon read notes as to what action items each board member had.

8.0 FUTURE MEETINGS

Next regular meeting is scheduled for February 10, 2016, at 7:00pm.

9.0 ADJOURN REGULAR MEETING

Adjourned 7:25 pm

Respectfully Submitted:

Dagmar Leguillon, Secretary LSBRD