

MINUTES - REGULAR MEETING

Wednesday, October 10, 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, Cook, JRoppel, Leguillon and HRoppel

Staff: Tom Reed

2.0 PUBLIC FORUM

2.1 Public Comment-Cindy Jackson, from Friends of the Library invites board members and public to attend library meeting on Oct. 27th at 7pm with new library director, Susan Nemetz to discuss the bond spending that is expected over the next few years.

2.2 Committees-None.

2.3 Staff Report/Monthly Service Report.

Caretaker Report-See attached

Book Keeper Report. See attached .

3.0 REGULAR BUSINESS

3.1 Approve September 2016 Regular Meeting minutes.

MOTION: HRoppel moves to approve the September 2016 Regular Meeting Minutes, Cook seconds motion, 5-0-0.

3.2 General Ledger Fund Reports and Expense Report. **MOTION** Cook moves to approve the General Ledger Fund Balance for August in the amount of \$341,523.60, Leguillon seconds the motion. 5-0-0.

3.3 Revenue and Expense Report. **MOTION** H.Roppel moves to approve the Financial Summary with total Revenues in the amount of \$7,449.82 and Expenditures for in the amount of \$15,194.98. Cook seconds the motion. 5-0-0.

3.4 Additions to the Agenda-Common Ground requests that the board approve an additional \$287.00 for employee for fence construction. Board rejects request.

4.0 CONTINUING BUSINESS

4.1 Record Retention policy. **MOTION** H.Roppel moves to approve the Record Retention policy as presented to the board. Cook seconds the motion, 5-0-0. Leguillon to get bid from ABC records, inc. John to get bid from third company.

4.2 Clubhouse Restroom Improvements. Continued.

4.3 Structural Inspection for all buildings in the Clubhouse compound-Continued.

4.4 TrianglePark Designs. **MOTION** JRoppel moves to hire Medallion for \$1,500 to provide conceptual design for the TrianglePark. HRoppel seconds the motion. 5-0-1.

4.5 Landscape design for BatchelorPark border. H.Roppel to contact landscape architect Natalie Tan to create design for BachelorPark front park area.

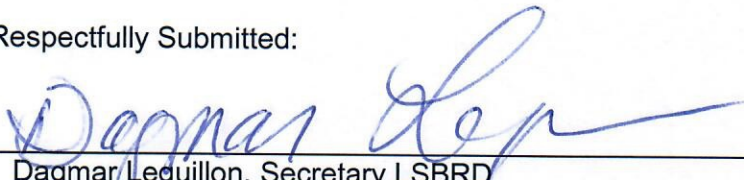
5.0 NEW BUSINESS

5.1 Noise and Parking during events. Complaint from resident Janet Haishe, regarding noise from events. Caretaker to research a noise decibel meter.

LSBRD
314 Estrella Ave.
Clubhouse Boardroom

- 5.2 Cigarette Ash cans. IA contacted Hunt, re. Cigarette cans on patio. New board member Jim Rhodes to research alternatives.
 - 5.3 Palm Fronds and other debris left on District property. Caretaker to hire hauler to haul palm fronds away. Future fronds to be put into the dumpster.
 - 5.4 Board Recruitment. Continued.
 - 5.5 Board Training. CAPRI training Hunt to research and provide info to board.
 - 5.6 Process for re-assessing staff job descriptions. Continued.
- 6.0 DIRECTORS' REPORTS
- 6.1 Director Reports-Hunt reports to the board that there have been several bids received for Gopher trapping services. MOTION. Cook moves to hire Smiths Gopher trapping service at \$90.00 per month. J.Roppel seconds the motion. 5-0-0.
Leguillon reports on info regarding ethics training, provides board with hand out and memo to file on ethics training.
- 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 November 9, 2016, at 7:00pm.
- 9.0 ADJOURN REGULAR MEETING
- Adjourned 9:20 pm

Respectfully Submitted:



Dagmar Leguillon, Secretary LSBRD