

# LA SELVA BEACH RECREATION DISTRICT

## Regular Meeting Minutes

December 14, 2016

### **Opening**

The regular meeting of the LA SELVA BEACH RECREATION DISTRICT was called to order at 7:00 p.m. on December 14, 2016 by Chair John Hunt.

### **Present**

Marnie Cook, Dagmar Leguillon, Jakob Roppel, Rick Starr, Jim Rhodes, John Hunt

### **Public Forum**

Tom Clarke from the Community Church discussed the Church's dying cypress tree bordering the playground. Tom will coordinate with Tom Reed.

### Caretaker Report

Tom Reed will communicate with John Hunt on the continuing issue of Tom's health; he should have an update from his doctor this coming Friday.

Gopher trapping reports do not always report number of vermin captured, but it was noted 4 moles were trapped in November. Number of captures will be requested and numbers will be tracked for a year to determine if only seasonal trapping is necessary.

### Bookkeeper Report

DeeDee Brewer reported checks for school and library rent checks have been received. Expenses : Window cleaning \$165; State Comp Premium \$377.50; K&D Landscaping \$1650. School income : first installment \$1000, summer 2016 fee \$3150.

### **Regular Business**

Minutes were presented by Dagmar Leguillon.

A correction to a vote recorded as 6-0-1 in the November minutes was amended to 4-0-1. Minutes for November were approved 4-0.

### Financial Report

The financial report was presented by Jakob Roppel

DeeDee noted that the AT&T service did bundle internet and phone, but the rates were not significantly lower than Cruzio.

The broken pipe repair in Triangle Park and the increase in the water bill that the break caused were both covered in the November expenditures.

**Dagmar Leguillon motioned** for approval of General Ledger Fund. Approved 4-0.

**Marnie Cook motioned** to approve Revenues of \$3,593.92 and Expenses of \$2,848.18. Approved 4-0.

### Additions to Agenda

Nannette Avila was present in place of David Date from the Improvement Association who was going to discuss foxtail eradication plans for the bluff. The Association is not planning aggressive action at this time.

Jim Rhodes announced the cigarette disposal vases were now set in place around the Clubhouse.

### **Continuing Business**

John Hunt gave a tour concerning the retention and disposal of records, showing boxes set aside to be scanned into the computer, boxes of outdated information to be recycled, and outdated sensitive material to be shredded. There remain a few boxes to be gone through.

**Marnie Cook motioned** to accept John's list of criteria for categorizing records for appropriate retention/disposal. It was approved 4-0. Rick suggested a catchall category for ambiguous material, and stressed that the categorization match the computer files.

### **New Business**

John asked for input on training for new board members. It was agreed that Jakob will work with Rick on the Treasurer position and Dagmar will work with Jim on the Secretary position.

Dagmar recommended that community members with District concerns should address the entire board themselves and not use an individual director as their proxy. She further advised Brown Act training for all Board members.

Marnie and Jim were presented their certificates of Appointment-lieu-of Election and given appropriate forms to fill out and file with the county.

### **Continuing Business**

Updates concerning clubhouse, park and pathway landscaping were postponed until Heiko Roppel's return. It was determined that prioritization of next year's projects will follow a structural analysis of District buildings, which Tom will attempt to set up before the January meeting.

### **Directors' Reports**

Marnie said she would shadow Tom on his rental activities to better learn the procedures.

### **Adjournment**

Meeting was adjourned at 9:00 p.m. by Chair John Hunt. The next regular meeting will be at 7:00 p.m. on January 11, 2017, in the Clubhouse.

Minutes submitted by: Jim Rhodes

Approved by: [Name]