

SWANSBORO COUNTRY PROPERTY OWNERS' ASSOCIATION

Board of Directors Meeting

Date: March 17, 2022 Time: 6:30 PM

Dyer Hall

6770 Sluice, Placerville, CA

AGENDA

1. CALL TO ORDER

- A. Organization of Officers

2. CONFIRMATION OF THE MEETING AGENDA POSTING

3. APPROVAL OF PREVIOUS MINUTES

- A. January 20, 2022
- B. January 29, 2022

4. ANNOUNCEMENT OF ACTIONS TAKEN AT PRIOR EXECUTIVE SESSIONS

- 5. OPEN FORUM** - During open forum, each attendee may address the board for up to three minutes. A director or manager may briefly respond to statements made or questions posed. Speakers must observe rules of decorum and not engage in other disruptive behavior. If a speaker is in the middle of a sentence when time is called, he/she may finish their thought before sitting down. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to others. All persons must follow the Meeting Rules listed at the bottom of this agenda. No action can be taken on any item not on the agenda.

6. FINANCIAL REPORT

- A. Review/Acceptance of Monthly Financial Statement –February 2022
- B. UBS Account – Reinvestment of CD's
- C. Lien approvals
- D. Bad Debt Write Off Authorizations – None for this meeting

7. MANAGEMENT REPORT

- A. Management Business and Professional Code Disclosure
- B. 2022 Association Calendar
- C. Updated Action Item
- D. Managers' Report and Member Compliance

8. MAINTENANCE REPORT – Kevin Birks

9. COMMITTEE REPORTS

- A. **ARC (Architectural Review Committee)** – Robert Kirkpatrick
- B. **Common Area** - Karen Pullin, David Strick
 - 1. Movie Nights at Dyer
- C. **Communications** - Paul Beacham, Megan Lattanner
 - 1. Association Newsletter – Article Suggestions
 - 2. Welcome Packets
- D. **Finance** - David Strick and Karen Pullin
- E. **Roads** - Paul Beacham, Robert Kirkpatrick and Jerry Pullin
 - 1. Road bid package

10. UNFINISHED BUSINESS

- A. Update on airport inspection
- B. Update on home-based pilots' proof of insurance submission

11. NEW BUSINESS

- A. Airport Insurance Renewal
- B. Airport Survey Proposals
- C. Wifi service and meeting audio equipment at Dyer Hall
- D. Change in Board Meeting evening for remaining of 2022
- E. CPA Engagement Letter
- F. Community Evacuation Drill Event
- G. Community Event (Fire preparedness picnic) - June 11, 2022
- H. Review and Discussion of current Assessment Collection Policy
- I. Request for commitment for MFSC defensible space grant
- J. Annual Board Resolutions
 - 1. Board Resolution regarding Monthly review of Financial Statements- Action Required (Approval)
 - 2. Board Resolution for Late Fee Waiver Authorization Action Required (Approval)
 - 3. Board Resolution for Payment Plan Approval - Action Required (Approval)
 - 4. Board Resolution for Consent for Emergency Meetings via Email - Action Required (Approval)

12. PRESIDENTS REPORT

13. ADJOURNMENT

MEETING RULES: No audio or video recording allowed by attendees. However, the secretary may record the meeting to aid in the preparation of minutes. The recording is deleted once the minutes have been prepared. As provided in the "Open Meeting Act," members may observe the meeting but do not have the right to participate in the board's deliberations or votes. Members may address issues during the open forum portion of the meeting. If attendees become disruptive, they may be expelled from the meeting and/or fined.

The next meeting is scheduled for:

Date: TBD

Location: Dyer Hall