

SWANSBORO COUNTRY PROPERTY OWNERS ASSOCIATION

Board Meeting Minutes

Special Called Budget Meeting

December, 11, 2021

Dyer Hall – 6770 Sluice Street, Placerville, Ca

1. **Call to order:** President Karen Pullin called the meeting to order at 1:05 p.m.

2. **Roll Call:**

A. Directors Present:

a.) Karen Pullin	President
b.) Paul Beacham	Vice President
c.) David Strick	Treasurer
d.) Megan Lattanner	Secretary
e.) Robert Kirkpatrick	Member At-Large
f.) Dan Van Dusen	Member At-Large
g.) Dennis Janca	Member At-large

B. Directors Absent: None

3. Homeowners Open Forum: Home owner stated no open forum due to the meeting being a “committee meeting” and all are allowed to participate.

Explained it was a Special called Agendized Budget Meeting, requiring minutes and a quorum not a committee meeting. Allowed homeowners limited participation.

4. **Reviewed Draft Budget: The following changes and requests were made:**

- A. Request November 2021 Financials from TMT for review
- B. Repairs and Maintenance: Change gas equipment to: Equipment-Tools \$2000.
- C. Create a line item and add expense: Fuel \$4000.
- D. Change Electricity Airport Charge to: Electricity – Airport Vasi’ - \$150.
- E. Change Electricity Maintenance to: Electricity – Airport Parking lot- \$150.

- F. Change Electricity – Dyer Lake to: Electricity Maintenance-Dyer Lake \$1500.
- G. Increase Waste Removal to \$1500.
- H. Contingency: \$11,650.

5. Request to The Management Trust:

- a. November Financials for all board members (Karen will pick up hard copies), request email as well.
- b. Request copies of all invoices for maintenance related items be sent to Kevin in the future for him to review, reconcile expenses to quantity and verify all items/supplies. Also allows him to keep a record of rising/falling costs.
- c. Monthly itemized list (breakdown of all charges) charged to SCPOA for the following categories: Management Extras-Lates and Office / Admin. Expenses. This will allow SCPOA to determine where, if any, cuts can be made to lower some additional expenses.
- d. Move line items: Postage & Delivery and Office Admin. Expense to lines 3 and 4.

6. After SCPOA board receives the revised budget and after receiving and reviewing the November financials, the board will meet the first week of January via zoom to approve the budget. This will be another Special Called Board Meeting and will be agendized and posted.

7. Adjourn: 1:58 p.m. A motion was made to adjourn the meeting at 1:58 p.m. VOTE: 7 in favor, 0 opposed. –RESOLVED: Meeting Adjourned.