

**MINUTES of the MEETING OF THE BOARD OF DIRECTORS
PLUMAS EUREKA VILLAS HOME OWNERS ASSOCIATION**

Tuesday, April 24, 2018 (approved 07/03/18)

1. Call to Order

A regular meeting of the Board of Directors was held on Tuesday, April 24, 2018 at Plumas Bank at 120 N Pine Street in Portola, CA. Jan Bleachner, Cheri Johnson and Laryl Smith were present. Laurie Humphries participated via phone. Jan Bleachner was absent. Joleen Cline, Administrative Assistant, served as recording secretary. Cheri Johnson called the meeting to order at 11:00 a.m.

2. Public Comment

none

3. Approve Minutes from the March 27, 2018 Board Meeting

After review, upon motion duly made, seconded and carried, the Board approved the minutes of the March 27, 2018 Board meeting as presented.

4. Report

a. Maintenance Report

Tom Williams reported he is working to replace siding on buildings that are scheduled to be repainted this year. The Board directed Joleen to hire a contractor to assist with the siding replacement project

Joleen reported the construction of the deck at 19 is finished. The contractor will seal the deck once they are sure it is completely dry. Joleen reported the owners have agreed to contribute \$10,000 toward the project after the project is complete including the upper balcony railing replacement. Joleen reported she is coordinating a date so that the homeowner and building manager can inspect the deck together before final payment is made. The Board directed Joleen to pay 90% after the deck is sealed, and then release the final 10% after successful inspection.

b. New Employee

Joleen reported Robert "B J" Morris was hired and started work today. He was hired to work full time. His priority this Spring will be making repairs to the irrigation system. Tom reported he is very encouraged, and thinks BJ is a great addition to the Association.

c. Result of meeting with rental managers

Cheri reported she met with Ellen Cantrell regarding the garbage policy. Ellen reported she has asked cleaning staff to double bag all trash. Tom suggested in order to reduce the amount of waste the Association pays to have hauled off, that each owner that participates in a rental program provide an aluminum recycle bin in their garage. Tom reported at least ¼ and up to ½ of the trash staff collects and hauls to the garbage is recyclable. Cheri reported the rental managers have been directed that they cannot store garbage in garages.

d. Financial Review

1) Financial Reports for 03/31/18

After review, upon motion duly made, seconded and unanimously carried, the Board approved the financial reports for the period ending 03/31/18 as presented.

After review, upon motion duly made, seconded and unanimously carried, the Board approved the contract agreements with Curtis Edwards and Josh Leal for roof replacement.

After review, upon motion duly made, seconded and unanimously carried, the Board approved the contract agreement with Europe Paint Company

2). Status of loan application

Joleen reported Plumas Bank has expressed some interest in loaning funds for the roofing project. She will continue working with Robert Mann to move the process forward.

3). Flood insurance premium refund

Joleen reported the association has received two refund checks from the flood insurance carrier. Additional refunds are expected according to the insurance broker.

5. New Business

a. Notice to members

Cheri reported she is planning to draft a seasonal update letter notifying owners of the painting, re-roofing and other maintenance project scheduled for this year.

b. Work Schedule

Joleen will work with the contractors to schedule the re-roofing and painting projects.

c. Preliminary and final to confirm schedules

no report

d. ECC Committee

Cheri reported she would like to invite members to serve on an ECC Committee. The of the primary responsibilities for the committee will be to conduct walking inspections periodically and inform the Board of CC&R violations and maintenance needs.

The Board directed Joleen to mail a letter to the owner of 24 regarding the installation of an air conditioner which was installed without prior approval from the Board.

Cheri will complete survey on Ponderosa for light fixtures, window coverings, BBQ.

6) Old Business

a. Roof replacement

Joleen will work with contractors to set scheduled and notify owners. Groundwork has already begun with rental managers.

b. Painting plan

Joleen will work with contractors to set scheduled and notify owners. Groundwork has already begun with rental managers.

c. Deck replacement

See item 4.a. above.

d. Sidewalk replacements

Joleen reported she received a letter from an owner who has issues with her walkway being flooded due to fact the cement is lower than the sod and the run off from drains onto the walkway. Joleen reported she met with Spencer Carruthers and he believes replacing the cement with pavers, and installing a drain to catch the run off, will solve the issue.

After review, upon motion duly made, seconded and carried, the board approved expenditure up to \$10,000 to replace two sidewalks with pavers and install a drain.

7) Adjourn

After review, upon motion duly made, seconded and unanimously carried, the board meeting was adjourned at 1:45 p.m. to closed session.