

# MVVCSO Board Meeting Minutes, 8/23/25

**Organization:** Montezuma Valley Volunteer Community Service Organization (MVVCSO)

**Meeting Type:** Regular Meeting

**Date:** Saturday, August 23rd, 2025

**Time:** 7:30

**Location:** Erick's Home

**Facilitator:** Erick Tronboll, President

**Note Taker:** Jamie Beals Ketelsen, Secretary

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## 1. Call to Order

- **Time Meeting Called to Order:**
- **Presiding Officer:** Erick Tronboll, President

## 2. Roll Call

- **Board Members Present:**
  - Jim Allen, Vice President
  - Jamie Ketelsen, Secretary
  - Kristi Bruner, Board Member
  - Patty Miller, Board Member
  - Gabby Ohmert, Board Member (call in)
- **Board Members Absent:**
  - Colleen James, Treasurer
  - Janice Nay, Board Member
- **Guests/Staff Present:**
  - NONE
- **Quorum Established:** YES

## 3. Mission Moment

A recent complaint filed with San Diego County regarding the upcoming Kid's Day and Rummage Sale events. This complaint underscored the organization's need to obtain appropriate permits for most community events held on the lot.

All future events, excluding food distributions and other activities that do not require permits, are postponed or cancelled until further notice. This hold will remain in effect until the grant deed for the property is established and the primary use of the lot is clearly defined in alignment with MVVCSO's bylaws (Article I, Section 1) and operational policies.

The Board will submit a public records request to San Diego County to investigate the identity of the individual who filed the complaint, ensuring compliance with transparency and records management policies (Article VII, Section 1).

#### 4. Consent Agenda

- **Approval of Previous Meeting Minutes:** July 15th, 2025 - Erick motions and Jim seconds to approve, vote was 6-0-2
- **Routine Reports:**
  - Committee Reports
    - Ethics Committee - TABLED

#### 5. Financial Report

- **Treasurer's Report:** (Summary of financial status) TABLED
- **Forensic Accounting Update:** TABLED

#### 6. Old Business

- **Kids Event: September 13 - CANCELLED** due to public complaints to County
- **San Diego Food Bank Update**
  - *Discussion:* First food bank distribution will be the first Tuesday of September in the afternoon
    - Update on SDFB shopper approvals - All have passed the training except Jim, who will take it ASAP

#### 7. New Business

- **Item: Voting member approvals**
  - Ray Sproat has submitted an application to become a voting member
  - Rick Ricard has submitted an application to become a voting member
  - *Decision:* Erick motions to approve and Jamie seconds to approve
  - *Vote:* 6-1-1

- **Item: El Tesoro Access**

- *Discussion* : The Board discussed the ongoing issue regarding restricted access to the El Tesoro extension between Skyway and Lease Roads, where gates were recently installed a few months ago, blocking what had previously been open access. Residents with deeded rights to the road are collaborating with title companies to address the matter. Additional concerns raised include the road's historical use for emergency egress during heavy snowfall and, most critically, its role in enabling safe evacuation during severe fire events, which allowed many residents north and east of the Lease/El Tesoro intersection to escape life-threatening conditions.

The Board determined that this is a community-relevant issue and resolved to consult a land use attorney to determine appropriate next steps. This may involve seeking a court judgment to reopen the road or, alternatively, a court judgment confirming the restricted access.

The Board noted that it lacks authority to address interpersonal conflicts related to the property owner's behavior, and more specifically, antagonizing behavior by the property owner against other residents; however, resolving the road access issue may indirectly alleviate such concerns.

- *Decision*: Consult Land Use Attorney

- **Item: Volunteer Update**

- *Discussion*: The board continues to acknowledge our outstanding volunteer contributions. Recently our resident Charlie Zittle returned to our community and the board has been very appreciative of his eagerness to volunteer and his willingness to be a part of our important community support services including our food distributions and unloading/organizing/safely storing donations.
- *Decision*: n/a
- *Vote*: n/a

- **Item: Tovella/Dowling Next Steps**

- *Discussion*: The Board discussed recent cease and desist letters sent to Board members by complainants. Mary Dowling provided an update on efforts by the offices of Tovella/Dowling to engage with the complainants' attorney through multiple calls and letters.
  - Mary Dowling confirmed that the complainants' attorney has been evading contact, which she interprets as an indication that the cease and desist letters lack legal standing and do not provide evidence of wrongdoing. She noted that this is a positive development, as an attorney representing a legitimate claim would typically respond to the recipient's legal counsel to establish next steps.
  - This matter aligns with MVVCSO's commitment to integrity, transparency, and ethical governance as outlined in the Code of Ethics and Conduct Policy (Sections 1: Integrity and Honesty; 2: Transparency and Accountability) and the Whistleblower Protection Policy (Article XI of the Bylaws), which prohibits retaliation and ensures confidential investigation of reported misconduct.

- *Decision:* n/a
- *Vote:* n/a

- **Item: Approval Process for Meeting Minutes**

- The Board discussed the process for approving and posting previous meeting minutes to ensure compliance with transparency requirements, including the timely publication of minutes within 14 days as mandated by the Bylaws (Article IV, Section 3D) and the Records Management Policy (Article VII, Section 1).
- **Motion:** Approve draft minutes for initial public posting via email consensus among Board members to meet posting deadlines. Then, formally review, edit, and approve the minutes at the next Board meeting, with the final approved version replacing the tentative posting. This approach maintains community access to information in a timely manner while allowing for corrections during formal discussion and voting.
- This process supports MVVCSO's North Star of Transparency by ensuring open governance and accessible records, as well as the Code of Ethics and Conduct Policy (Section 2: Transparency and Accountability), which requires accurate and accessible records of activities, including minutes.

The Secretary will circulate draft minutes via email for consensus approval for tentative posting, and prepare them for formal approval at the next meeting, with updates to public records as needed.

- *Decision:* Erick motions and Kristi seconds to approve
- *Vote:* 6-0-2

## 9. Action Items Recap

Action Item	Responsible Party	Due Date	Status
Monitor progress of forensic accounting report and review findings upon completion	Board	TBD	In Progress
Follow up with potential Ethics Committee members and confirm participation	Colleen James	Next Meeting	In Progress

Finalize and submit San Diego Food Bank training	Jim Allen	ASAP	In Progress
Develop plan for first three in-person food pickups, including volunteer assignments	Jamie Ketelsen & Kristi Bruner	Next Meeting	In Progress
Identify and propose Vice Secretary candidate	Board	Next Meeting	In Progress
Get proposal for document shredding	TBD	Elected Board	Pending
Continue County permit process for plot plan	Nick Ketelsen	In Progress	In Progress
Consult Tovella/Dowling to find Land Use Attorney for El Tesoro Access	Erick Tronboll	In Progress	In Progress

## 10. Announcements

- NONE

## 11. Next Meeting

- **Date: September 1st**
- **Time: 6PM - 8 PM** - voting for the board elections and the historical funds from 6-7, meeting from 7-8
- **Location:** Community lot

## 12. Adjournment

- **Time Meeting Adjourned: 8:22, Erick moves to adjourn and Jim seconds**