

**Fern Acres Community Association Board of Directors
Meeting Minutes January 21, 2023**

Members Present: JR Paikuli, Patti Pinto, Diane Joyner, Hank Schultz, Scott Snair, Roy Kalili, Bill Joyner, Seth Cinamon, Claudia Zirolì.

Members Absent:

Visitors: Phil Galon, Patty Goodwin, Marion Buscher.

CTO: 9:05 am

President's Report: Hank moves that we defer approving the minutes until the February meeting. All in favor, Passed unan.

Treasurer's Report: Patty G. Asks the treasurer a question regarding a notation in the newsletter regarding membership. Diane answers the question.

Diane reads the budget report as follows:

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|---------------------|--|
| FACA BoH – Checking | 48,609.53 |
| MRMA BoH – Checking | 164,620.07 |
| BoH – Fire | 1,097.07 (now entered as a budget line item) |
| MRMA MM BoH | 30,496.17 |
| Petty Cash | 6,786.82 |
| TOTAL | 244,822.84 |

Diane notes that in November, the Trash pick up was paid, but the check not posted until January. They are working to fill to roll offs with all the debris in the back of the Firehouse. The trash service picks up 30 bags per month.. Diane notes that it seems that the community is really stepping up to pick up rubbish- except our habitual trasher. It takes a significant amount of time for the road crew to pick up and haul rubbish.

MRMA: Equipment budget for 2022. Truck was purchased for \$9700.00, which is more than was approved. Is that an issue to be discussed by the Board for approval? No, it is a Road Committee issue... Bill asks about the Bylaws state that the Board needs to approve expenditures of \$500.00 or more... [Discussion] Defer to Road Committee report to allow Hank to review...

The accountant (Cabinero?) who did our last audit, is waiting for us to close the books on 2022, and will give us a bid on the 2022 audit. Discussion follows regarding the past audits during Covid. For two of those years, we had a competent bookkeeper, only 2021 is under scrutiny, and is being reviewed as well as the Review Committee. Patti points out we cannot spend \$60,000.00 or more to get audits.. To be clear, 2020-2022 have been reviewed and bank statements justified. Only 2021 is in question. Roy clarifies another point re: Collecting/newsletter.

The invoice and envelope for the FACA dues and MRMA did not make the newsletter, so we should add a note to that effect on the phone message and web site. Diane read the message added to the phone answering machine.

MRMA budget: Savings were made as they did the Winter mailing in house, and our copier managed to do it. Copy cost was about \$350.00 for 2,000 newsletters!

Mariah has been doing all the computer work to find the change of address for those newsletters that are being returned.

Diane is proposing that we offer Mariah \$12.00 per hour for her work assisting in the office. Since this would come out of the FACA office budget, and we are not paying for Maria's health insurance, we would like to be able to pay for her to assist seasonally in the office. JR brings up some questions about the issues created by her hire. Hank says

she need to work less than 20 hours per week in order to avoid taxes and insurance. Perhaps up to 18 hours per week?

Patti makes a motion that we allocate \$1,000.00 (to be re-visited as needed) for the three-month period, through March during billing to pay Mariah Kalili for office support. Diane seconds. [Discussion] 2 opposed, 7 in favor.

PayPal is not accepting payments. If people call, Maria asks that people pay by separate checks for MRMA and FACA. Phil reports that on the site for PayPal, there are 4 buttons where you select what method of payment you want, and to which account/amount. Phil has added a note that the buttons are having problems right now, and asks for the payments to be paid by check.

Diane would like to discuss Maria's raise. JR would like to add an Executive Session to the end of the meeting and move this discussion to that. Diane seconds. All in favor, Passed.

Maria is trying to get all the accounts updated to remove all of the old office staff and President from the accounts. Hank asks if any effort has been made to get the Road Crew a new HFN card. It is costing much to buy fuel in Mountain View.

Scott asks about tracking all the auto pay amounts, and if a report can be generated for JR to review and have oversight. Diane said she'll work on that Monday.

Diane reports that we have a resident who wants to work 100 hours as a court ordered volunteer. Diane is asking what he might be able to do? Hank has him picking up and loading trash right now. Hank does not want him handling tools. He can work on the HUB container. He will have to sign a volunteer waiver for his work for the HUB, Claudia will track his hours and report them to Maria. Bill brings up some issues regarding his experience with court appointed community service. NO tools.

RE: Absentee owners, rec or not people who can do it?

JR moves that we remove financially sensitive paragraph into Exec session, All in favor, passed.

FANW:

Road Committee: Met last week.. The new truck has been registered. They are bringing in the roll offs next week for clean up. They also talked about our possible resuming our own road paving. They will research and report.

Hank requests that the Board comment on the selection and voting on the Road Committee members from the Board. Hank would like to ask for Board members who would like to serve on the Road Committee. Patti Pinto, Scott Snair and Hank Schultz are currently serving on the Road Committee. Roy, Hank and Scott would like to serve. Patti would like to serve as a consultant. Roy is willing to serve as Chair of Road Committee.

FACT: Basic training resumes for the first time since Covid at end of January. We will have 3 new CERT members.

Fire Department:

HUB: Work day today- erecting the structure... Following the meeting today, an excavator (donated operator time) is on site to lift the arches into place. We expect a volunteer team of 6-8 people to make it happen. Hope to get the first three erected and stabilized.

We received a small community grant in the amount of \$2500.00 in January to be used to complete the pavilion, reposition the container to the HUB and do a little site pre, and possibly put some of the grant towards retrofitting the container.

I have posted a call for volunteers to assist Patty G. with landscaping, as well as those who might want to do some prep and painting on the container.

Fundraising and Events:

Member's Report: Phil reports 96 bags have been handed out last two times. Phil has resigned as Captain. Mackenzie and Ben Vallejo are the new Co-Chairs. There has to be a sponsoring agency with a 501 (c) 3 organization, he's not aware if any forms have been filled out for this. There seems to be a charge for the food drops that he has not been aware of. There is a new director who may or may not be addressing this. He doesn't know... FYI.

Picnic: Need to set calendar and perhaps simplifying the ordeal and cost by potluck and barbeque...

Updating payment information on the Website. He'll be adding a PR point about becoming a member. And.. Changing address notification. Phil and Maria will carve out some time to work on the PayPal account issues. He wants PayPal to go to our site and see how it malfunctions.

**ACTION: Claudia – Send Minutes to Phil...

Internet Committee:

Old Business: Patti asks, should we send out another mailing asking for membership? Possibly 200 new owners may not be aware? [Discussion]

Hank asks if we are still sending the New Owner's Packet out to new transfers? Diane has sample to show to Maria..

New Business: Set picnic date: *Relay for Life is Sat-Sun 15-16. So, picnic should be Sunday July 23 Move to February New business agenda]*

WE RETURN to general meeting:

Diane moves that we offer Maria a raise to \$32.00 per hour to be re-evaluated in a few months. Hank seconds. All in favor, passed unan.

Diane makes a motion to waive the interest and fees, for the account discussed in Executive session, with the stipulation that she must pay the balance due- minus penalties - with exception of the lien fees which are payable, and put her on a guaranteed payment plan in order to remove the lien against the property. Patti seconds. All in favor. Passed unan.

Adjourn: 11:20am. Hank moves to call the meeting adjourned. Diane seconds. All in favor, Passed.