



Po Box 264
Prather, CA 93651
Shaverlakeheights.org
Shaverlakeheights@gmail.com

Board of Directors
General Session Meeting Minutes - Approved

Zoom Meeting – April 8, 2023

Board Members – Bob Markland - President, Steve Duncan – Vice President, Cindy Daily - Treasurer, Curt Manganaan - Secretary, Joel Brandon, Patrick McCaleb, Patrick Lee

Executive Meeting Report: The board voted to approve the proposal from the Shaver Lake Volunteer Fire Department to inspect and flush fire hydrants in exchange for annual lease payments for 3 years.

Call the meeting order: 10:03am

Agenda

1. Approval of Agenda: Motion by Cindy, second Patrick Lee. Motion carried 7-0
2. Approval of previous meeting minutes: Motion approved by Cindy, second Joel. Motion carried 7-0.
3. Water Well Reports – Central Cal Waterworks No representative was present to provide any report. Snow build-up is blocking well site access.
 - a. Status of Well 6 timer still not working.
 - b. Status of pressure tank pump repair.
4. Ponderosa Easement Request – Joanna Thome
 - a. General overview: All underground cable is old and needs replacement. The plan is to upgrade for the future and beyond by replacing copper with fiber optic. New underground conduit will also be ran to each home.
 - i. Easement is needed for placing a power source, back-up generator and propane tank.

- ii. Presented two options. A pre-built self-contained enclosed structure or an open area with chain link fencing and a roof. Board prefers self-contained unit.
 - iii. Ponderosa will investigate potential locations and let the Board know. Will locate to avoid being an eye sore.
- 5. Property review– Jeff Smith **Not present. Nothing to report**
- 6. Financial reports review – Cindy
 - a. 2023 Membership Fees updates – Gina **Most homeowners have paid. Only a few have not been received. Lien may be needed for 41873 Toyon (Gates) property. To be discussed at a later date.**
 - b. Open Invoices – **Gina Nothing unusual to report**
Steve motion to approve financials. Joel second. Motion carried 7-0.
- 7. Other current business:
 - a. Status of Temporary tank payment – Bob **Have not received payment. Occasional reminders will be sent. Has not reached 30-days late**
 - b. Insurance Update – Patrick McCaleb **Waiting for a quotation for cyber insurance.**
 - c. EAR Report Status – Bob **Filed online with SJAPCB this week.**
 - d. Tractor Barn Maintenance
 - i. Roll-up door does not always work - Serviced although remote does not always work. Recommendation to replace in Spring if failure continues. Does not always work. **Will be looked at after spring snow melt**
 - ii. Lack of awning causes side door to be blocked by snow - We need a board member to volunteer to investigate. **No action taken**
 - iii. Lock box installation with complete set of keys to all outbuildings including tractors - **Completed.**
 - iv. Tractor key security - **Resolved**
 - e. 2023 Board Elections and Annual Meeting
 - i. A call for open seat nominations will be mailed to association members in March – **Completed**
 - ii. When all candidates are identified, voting material will be mailed out in early May. **One member has voiced interest. Notice for candidates will be sent out by Gina again.**
 - iii. Votes will then be tallied at the association’s annual meeting in the Community center – **Changed to Tractor Barn**
 - iv. Calendar - **Annual Meeting Tentatively June 10th 2023 at the Tractor Barn**
 - v. Letter to members – Early May
 - f. 2023 Drought and Conservation Technical Reporting Order – We may be out of compliance. For information only. CCW will
https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/clearinghouse_drought_conservation_reporting.html
Bob will try to log on and file a report
- 8. Committee Updates as Needed

- a. Website Development. Bob, Joel – **Completed**
- b. Develop financial plans to support CIP. **Bob has the existing plan**
- c. Rate increase. Steve, Curtis - **Completed**
- d. Document Emergency Plans. Curtis, Jeff, Bob **No discussion took place on these items**
 - i. Pump breaks down
 - ii. Main Water break
 - iii. Fire Hydrant break
 - iv. State mandate emergency statement
- e. Update Association contact/ mailing list. Gina, Cindy - **Completed**
- f. Audit Water System Map. Jeff, Bob, Patrick **Commercial audit complete. Balance of association to be completed in spring.**
- g. Association property audit. Bob, Cindy - **Completed**
 - i. Inventory all Association properties, personal and real. **Bob will be working on this within the next few months with a report submitted for review when completed.**
 - ii. Condition of Firehouse. **An audit will be performed to make sure standards are up to date.**

Discussion Items not on the agenda

Next meeting: suggestion to discuss transfer fees.

Steve to look into where title companies are getting Association documents. Old ones still being used

ADJOURNMENT

Motion to adjourn by Cindy, Second by Patrick. Motion carried 7-0

11:16am