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Board of Directors General Session Meeting Minutes - Unapproved

Meeting – July 20, 2024, 10 am In Person Meeting at the Tractor Barn

Board Members – Bob Markland - President, Patrick Lee - Vice President, Dean Alexander - Treasurer, Curt Manganaan - Secretary, Joel Brandon, Steve Duncan, Ken Schnell

Other Attendees – Gina Markley, Clarence Rasmussen, Dale Mendoza, Dennis & Kathy Sedra, Linda Schnell

Call the meeting order: 10:09 am

Agenda

1. Approval of Agenda: Motion to approve Dean, second Steve. Motion carried
2. Approval of previous meeting minutes: Motion to approve Ken, second Pat. Motion carried
3. Approval of May 11, Executive Meeting minutes: Motion to approve Pat, second Steve. Motion carried
4. Water Well Reports – Water usage is up by about 30% over last year's numbers. Past 3 months usage is up 17%. Nothing unusual to report. Summer usage may be up due to short term use. Underground spring on Ouzel has dried up.
5. Property review – Jeff Nothing to report
6. Financial reports – Dean & Gina Budget numbers are in alignment, nothing unusual to report. Still have outstanding yearly member fees. 60% of the budget has been expended YTD. Increased insurance cost is the main reason for the decrease in operational funds. Snow removal line item may be higher than needed. Budget line item was increased in case we have another big snow event like last season. Motion to approve as presented was made by Steve, second by Ken. Motion carried.
7. Vote on new Late Fees proposal. After consultation with the Association's attorney, the following three recommendations were made to restructure the current membership dues late fee charges. These changes will bring us in alignment with current CA law:
 - a) Beginning April 1st a 10% late fee shall be applied to all balances owed.

- b) On May 1st and the 1st of every month after, a 1% interest charge shall be added to any balance owed.
- c) Any delinquent account may be charged for all costs of collection plus attorney fees.

Motion to adopt, approve and incorporate the new recommended fee structure was made by Pat, second Steve. Motion carried. Members will be notified of the new fee structure via email. It will also be posted to the association's webpage. A motion was made by Steve to refund late fees over and above the new schedule collected this year and all accounts with an outstanding balance will be assessed interest charges beginning August 1st and applied to open balances on September 1st, 2024, second by Pat. Motion carried.

- 8. Vote on Central Cal Waterworks proposal #1024 for \$15,452 to install an Emergency Chlorination device. Quote Attached This item was discussed in detail at the yearly membership meeting held this past June. The overwhelming consensus was that this addition to our water system should prevent Water Boil Notices should contamination occur in the future. Funding will be provided by CIP fund. A motion to move forward with the installation was made by Steve, second by Dean. Motion carried. It was also discussed that due to increasing costs and inflation, the board should consider increasing the CIP Assessment by 10% annually. Current fee is \$53. The issue was tabled for discussion at a future meeting.
- 9. Tollhouse/Sparrow lot cleanup update – Pat All (dead) trees have been removed. 1 tree was not removed as it looks like it may still be alive. The invoice from Sierra Nevada Tree Service was adjusted to reflect. The trash cans on Sparrow continue to be raided by bears and other wildlife, leaving an unsightly mess to be cleaned up. Animal proof cans are needed. This is the responsibility of Vacasa and if it continues, they will be asked to remove the existing containers from SLHWA property. Will continue to monitor.
- 10. Update on Lead line survey – Gina Good news; so far, no lead lines have been reported. Approximately 1/3 of membership have not responded to the survey. A fourth notice for response will be sent out. Notice will encourage members to contact a Board member if help is needed to fill out the form.
- 11. Update on Valve Cleanout project – Pat/Bob/Ken Work has been started. Pat, Ken, Steve and Bob had a portable generator and vacuum to clean out valve locations. Volunteers needed for the next clean up.
 - a) Need to schedule next date September 20th and 21st
- 12. New Business Discussion:
 - a) Possible letter to members regarding protocol surrounding Association Master Valves. It appears some members may have relocated our valve. Do we need a letter informing membership to not modify existing valves without board approval? Tabled for now.
 - b) Do we need to schedule tractor and snow blower maintenance? Not needed at this time. All maintenance is current.
 - c) Do we need to re-surface tractor barn parking lot? Future Consideration, Patric Lee will attempt to get a couple of quotes.
 - d) Other new business None

13. 2024 / 2025 Maintenance Projects to consider:

- a) **Incomplete** - Water Marker and Valve cleanout Project. Posts and markers are completed with the exception of a few where valves could not be located. Valve cleanout in progress. **Item 11 above**
- b) **Not Started** - Shaver Lake Fire Department Hydrant Flushing and recommendations. New Blue Markers are here. We need to schedule a workday for debris removal and hydrant painting. **May solicit estimates for the work**
- c) **Not Started** - Firehouse Condition and recommended repairs. We need to schedule an assessment date and coordinate with Fire Department. **Board member(s) will volunteer to inspect and generate a suggested repair list.**
- d) **Incomplete** - Develop a written annual maintenance checklist of association property. Dean and Curtis to develop. Previously developed by the board but needs review. **No action taken**
 - 1. Snow Removal Equipment
 - 2. Recommended building and pumphouse maintenance.
 - 3. Pump and equipment maintenance.
 - 4. Fire Hydrant cleanup.

14. Recommended 2024/2025 meeting schedule. Subject to change:

- a) July 20th in person at Tractor Barn
- b) August skip
- c) September 21st in person at Tractor Barn
- d) October 19th in person at Tractor Barn
- e) November skip
- f) December 7th Virtual
- g) January skip
- h) February 8th Virtual
- i) March 8th Virtual (optional)
- j) April 12th in person at Tractor Barn
- k) May 10th in person at Tractor Barn
- l) June 14th Annual Meeting at Tractor Barn

Discussion Items not on the agenda

At the June meeting the previous month's financials were not approved. Motion to approve was made by Steve, second by Ken. Motion carried.

ADJOURNMENT

11:39am