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Board of Directors General Session Meeting – Approved

Meeting – April 13, 2024, 10-am In Person Meeting at the Tractor Barn due to inclement weather 3pm via Zoom

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

Other Attendees – Laural Fawcett

Call the meeting order: 3:07 pm

Agenda

1. Approval of Agenda: Motion to approve by Patrick, second by Dean. Motion carried 6-0
2. Approval of previous meeting minutes: Motion to approve by Joel, second by Patrick. Motion carried 6-0
3. Discussion of open Board Member position due to Patrick McCaleb resignation. Association member Laural Fawcett is interested in filling the position. To be discussed in an executive meeting immediately following this meeting.
4. Water Well Reports – Water usage year to date is up 45%. Will be monitored for possible leak in the system. There has been more cabin usage this year due to better weather as compared to last year's heavy snow event.
5. Property review – Jeff
 - a) Recap recent water leak events. Ponderosa hit a water line while installing fiber optic cable. Shaver Lake Construction was brought in to make the repair after the repair made by Ponderosa failed.
 - b) Ponderosa has dropped their request for space to install a power station. They will return to continue with fiber optic cable installation after the spring melt and are anticipated to finish the work by the end of summer.
6. Financial reports – Dean & Gina No major expenses were incurred. All financial transactions were routine. As of March 31st 7 members dues were delinquent. Late fees will be assessed. A motion to approve February's financial report was made by Bob with a second by Joel. Motion carried 6-0. A motion to approve March's financial report was made by Patrick with a second by Joel. Motion carried 6-0.

7. Insurance renewal – rate increase to \$21,042, \$6,222, +42% vs 2023. Joel and Dean will be getting additional quotes from other sources to ensure the Association is getting a fair price.
8. Discussion of slow paying members not paying late fees. It was agreed upon by all Board members that late fees get charged on April 1st. The By-laws will be reviewed for language regarding hardships.
9. Tollhouse/Sparrow lot cleanup discussion – Pat Pat has received one bid to clean up the lot from Will Winterstein. He is waiting for a second quote from Tim Elming. Work will be done after the spring melt.
10. Emergency Notification Plan – State/County requirement need 2 volunteers to complete. Curtis will take care of this item and report back when completed.
11. Corporate Transparency Act – State requirement need 2 volunteers to complete. Bob did some research on this and concluded that Shaver Lake Heights Water Association as a 501 (C) corporation is exempt from this requirement.
12. 2024 Board Elections:
 - a) Patrick Lee and Joel Brandon positions expiring. Both will be running for reelection and will be on the ballot.
 - b) A call for open seat nominations will be mailed to association members asap. Gina sent out notification to all members. So far there are two members that have expressed "some" interest in being placed on our Board of Directors Ballot.
 - c) Once all candidates are identified, voting material will be mailed out in early May. The goal is to mail out ballots on May 1st. Included in this mailer will be the annual meeting notification (with agenda) and the financial health report.
 - d) Votes will then be tallied at the association's annual meeting. Gina will ask for volunteers at the annual meeting to help her with the tallying of votes.
 - e) Calendar:
 - I. Notice of call for elections – ASAP
 - II. Election ballots to be mailed by May 3rd.
 - III. Voting to end May 31st.
 - IV. Votes tabulated at Annual Meeting.
 - V. **Annual Meeting June 8th, 2024 10 am at the Tractor Barn**
13. 2024 Projects:
 - a) **Completed** - Tractor Barn Improvements. Awning construction complete. Keypad is working and will continue to be monitored.
 - b) **Incomplete** - Water Marker Audit. Posts and markers are completed with the exception of a few where valves could not be located. **We need to schedule a workday soon. Dirt removal from valve tube will be attempted with a shop vac. If it works, another volunteer day will be scheduled.**
 - c) **Completed** - Snow Removal – New Contract Signed

- d) **Not Started** - Shaver Lake Fire Department Hydrant Flushing and recommendations. New Blue Markers are here. Hydrant painting and ground maintenance to be addressed in Spring. **We need to schedule a workday.**
 - e) **Incomplete** - Populate SLHWA Board Google Drive as Archive One location for referencing the archives. Work in progress, needs updating. **Bob will complete. Do all board members have access or do we need to find an alternative method/site?**
 - f) **Not Started** - Firehouse Condition and recommended repairs. **We need to schedule an assessment date and coordinate with Fire Department.**
 - g) **Incomplete** - Develop a written annual maintenance program of association property. Dean and Curtis to develop. Previously developed by board but needs review. **The work is done. Dean/Curtis to put together a working checklist.**
 - 1. Snow Removal Equipment
 - 2. Cleanup and dead tree removal - Budgeted for next year.
 - 3. Recommended building maintenance.
 - 4. Pump and equipment maintenance.
 - h) ~~5-year and 10-year financial forecast including CIP projection Dean and Steve will provide an updated evaluation of all property valued over \$5000 after the first of the year. **Cancel?**~~
 - i) ~~Board Member Training Schedule (RCAC Sourced) Bob will put together a list of recommended Board training. **Cancel?**~~
14. Other Current Business:

Discussion Items not on the agenda

None

Future Planning

ADJOURNMENT

4:15pm