



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

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## **Board of Directors General Session Agenda/Minutes APPROVED**

**Meeting** – March 8th, 2025, 12 pm In Zoom Meeting

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

**Other Attendees** –

Call the meeting order: 12:02 pm

### **Agenda**

1. Approval of Agenda: Motion to approve Ken, second Dean. Motion carried
2. Approval of previous meeting minutes: Motion to approve Ken, second Bob. Motion carried
3. Water Well Reports – February
  - a) Is water usage excessive? CenCal update on Nutmeg leak Chlorinator is now fully operational. CenCal will chlorinate the system for a week and then test the water coming out of the ground. If water has chlorine, it is a system leak. If not, natural spring. The State canceled their recently scheduled inspection. They will reschedule for some time in May.
  - b) Discussion regarding possible leaks in other locations. Input from membership is encouraged. Board will explore the possibility of installing water meters on the water system regional distribution valves in an effort to identify and narrow down the location of any potential leaks. Shaver Lake Construction will be contacted for further discussion.
4. Property review – Jeff No update
5. Financial reports – Dean & Gina
  - a) Review February Financials. Bank statements were reviewed. Cash in/out was discussed. Nothing out of the ordinary to report, all routine transactions. Motion to approve the report as presented by Pat, second by Steve. Motion carried.

- b) Insurance renewal update. Gina Insurance cost increased this year by 6.4%. For future policy renewals, the Board may look to increase deductibles in order to help keep the policy cost down. Motion to approve the renewal Steve, second Dean. Motion carried
  - c) Annual Fees update. Gina 70% of associations members have paid to date. Gina will send out a reminder to remaining unpaid members.
  - d) Reserve Funds – CD investment opportunity. Bob and Ken. The Associations Capital Improvement Plan (CIP) fund is currently in a non-interest-bearing account. CD investment information from Bank of America, Chase and Wells Fargo was presented. Board analyzed pros/cons of each banks rates/fees. The Board agreed that Wells Fargo with a zero fee and 3.9% interest was the best option to move the CIP into. A motion was made by Curtis to move \$10k of excess 2024 operational funds into the CIP fund. The CIP fund, \$40k total, would then be deposited into a Wells Fargo CD. Motion second by Pat. Motion carried. Bob and Dean will meet with Wells Fargo and open the account.
  - e) Update on property sales and fee transfers. Gina One property was in escrow but now may be in probate due to the owner's death. All fees from sold properties are up to date. Open communication with realtors is going well.
6. Update on Pipken maintenance proposal. Jeff and Bob No update

**7. 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. Jeff to investigate
  - b) **Complete** - Shaver Lake Fire Department Hydrant Flushing completed. Report pending. Pat will look into report status.
  - 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. Board member volunteers will coordinate a time with SLFD to take a look inside the firehouse and inventory needed repairs.
  - d) **Incomplete** - Develop a written annual maintenance checklist of association property. Plan Submitted for Board approval.
8. Recommended 2024/2025 meeting schedule. Subject to change:
- a) July 20<sup>th</sup> in person at Tractor Barn
  - b) August skip
  - c) September 21<sup>st</sup> in person at Tractor Barn
  - d) October 19<sup>th</sup> in person at Tractor Barn
  - e) November skip
  - f) December 7<sup>th</sup> in person At Tractor Barn

- g) January skip
- h) February 8<sup>th</sup> Virtual
- i) March 8<sup>th</sup> Virtual (optional)
- j) April 12<sup>th</sup> in person at Tractor Barn
- k) May 10<sup>th</sup> in person at Tractor Barn **Mother's Day. May be rescheduled**
- l) June 14<sup>th</sup> Annual Meeting at Tractor Barn

**Discussion Items not on the agenda**

**None**

**ADJOURNMENT**

**1:38 pm**