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Board of Directors General Session Meeting Agenda – Approved Minutes

Zoom Meeting – May 13, 2023

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

Call the meeting order: 10am by VP Steve Duncan

Agenda

1. Approval of Agenda: Motion to approve by Cindy, second by Curtis. Motion carried. 5-0
2. Approval of previous meeting minutes: Motion to approve by Curtis, second by Pat. Motion carried. 5-0
3. Water Well Reports – Central Cal Waterworks
 - a. Status of Well 6 timer still not working. Jason stated this will be addressed next week.
 - i. James with CCW dug out the snow around the wells.
 - ii. Well readings will be taken next week.
 - iii. New pressure switch installed. Pumps are operating correctly now.
4. Property review– Jeff Smith Did not attend. No update
5. Financial reports review – Cindy
 - a. 2023 Membership Fees updates - Gina One property is in escrow. One property in arrears for 3 years
 - b. Open Invoices – Gina Received a check for ½ of the sale price for the water tank. Asked if members that paid dues in April should be invoiced for late fees. Motion to waive late fees made by Pat, second by Curtis. Motion carried 5-0
6. Other current business:
 - a. Firehouse Lease Update – Signed copy received. All paperwork is in
 - b. Tractor Barn Maintenance
 - i. Roll-up door does not always work – Status update. Snow needs to be removed, then will be addressed
 - ii. Lack of awning causes side door to be blocked by snow - We need a board member to volunteer to investigate. Jeff? Patrick Lee to take lead on getting quotes for this work.

- c. Water Marker Audit June 24th – Patrick McCaleb status update. Email sent out to members asking for volunteers. Board members are expected to volunteer. **4 association members have volunteered. Majority of Board also participating.**
 - d. Snow Removal Contract update – Patrick Lee status update **Met with Will in Prather. Discussed concerns and went over pros/cons of this past season. Productive meeting.**
 - e. Association Documentation – Where is Title Companies resourcing our information. Steve Duncan status update. **No changes are needed. Leave fees where they are at.**
 - f. 2023 Board Elections and Annual Meeting June 10th 10 am at the Tractor Barn.
 - i. Reminder the board will need to elect new officers right after the annual meeting. Directors should consider.
 - ii. Should the board provide refreshments? **Yes** Need a volunteer to coordinate. **Cindy to contact Norm**
 - iii. Should the meeting be in the driveway or inside? **Driveway** If inside, we will need to make arrangements to move the tractors outside. **Board members asked to show up an hour early. Bring your own chair.**
7. Committee Updates as Needed – This will be updated after next board elections.
- 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

None

ADJOURNMENT

Motion to adjourn by Patrick McCaleb, second by Cindy. Motion carried. 5-0. Meeting adjourned at 10:30am