

Meeting Minutes
GRASSY RUN HOMEOWNER'S ASSOCIATION BOARD MEETING
Thursday January 28, 2015, 7:15 p.m.
Event Center, Raleys Supermarket
166 Placerville Drive, Placerville
www.grassyrunhoa.net

1. Convene at 7:17 pm

Board Members Present

Jack Martin, Donna Ayerst, Vivian Abplanalp, Peter Abplanalp

Members Present

Ray & Barb Sebastian, Debbie Finch, Dick Nichols, John Thomason

2. Member General Comments

There were no member general comments.

3. Board Member General Comments

Chair, Legal Affairs Committee, General Comments

Peter A. indicated would like to send thank-you letters to the people who have cleared their easements. Barb S. and John T. indicated that some property owners have cleared their easements as requested while others have not. Barb S. and John T. will convey to Jack M. those property owners that have not cleared their easements and should get a second reminder letter. Jack M. to review the second reminder letter(s) prior to mailing.

ACTION ITEMS

4. Approve Board Meeting Minutes – Jack Martin

Motion to approve the Board meeting minutes of January 8, 2015 – Jack M.

Second – Donna A. Ayes: Jack M, Donna A, Vivian A, Peter A. Nays: None

5. Approve date of Annual Board meeting – Vivian Abplanalp

Vivian A. conveyed that Saturday April 11, 2015 has been reserved as the date of the Annual Board meeting. The Placerville Branch of the El Dorado County Library is the location of the Annual Board Meeting. The meeting will begin at 9:30am and end on or before 11:30am.

Motion to approve the April 11, 2015 as the date of the Annual Board meeting, to be held at the El Dorado County Library – Placerville Branch from 9:30am to 11:30am – Peter A.

Second – Donna A. Ayes: Jack M, Donna A, Vivian A, Peter A. Nays: None

6. Approve reimbursement of the Annual Board meeting rental fee – Vivian Abplanalp

Vivian A. conveyed that the fee for reserving the meeting room at the El Dorado County Library – Placerville Branch is \$25.00 and this has been paid. Vivian A. is requesting reimbursement for this fee.

Motion to approve the reimbursement of \$25.00 to Vivian Abplanalp for the rental fee for the use of the meeting room at the El Dorado County Library – Placerville Branch for the Annual Board meeting – Jack M.

Second – Peter A. Ayes: Jack M, Donna A, Vivian A, Peter A. Nays: None

7. Approve Inspector of Elections – Vivian Abplanalp

Vivian A. conveyed that she spoke to Norma Thomason asking her if she would volunteer to be the Inspector of Elections for 2015. Norma T. agreed to be the Inspector of Elections.

Motion to approve Norma Thomason as the Inspector of Elections – Donna A.

Second – Peter A. Ayes: Jack M, Donna A, Vivian A, Peter A. Nays: None

8. Discuss/Approve Proposed Annual Board Meeting Agenda – Vivian Abplanalp

Vivian A. reviewed the proposed agenda for the Annual Board meeting. Updates were identified.

Dick N. asked that the approval of this action item be deferred till after reviewing discussion item 12 in case additional items need to be added to the agenda as a result of discussion item 12.

After discussing action item 12, Jack M. opened up the discussion of this action item to the Board and members present.

Dick N. suggested moving annual board meeting agenda item 7 between items 12 & 13.

Jack M. suggested adding a Vote Q&A item after annual board meeting agenda item 3.

Motion to approve the annual board meeting agenda with changes discussed – Peter A.

Second – Jack M. Ayes: Jack M, Donna A, Vivian A, Peter A. Nays: None

9. Discuss/Approve/Appoint the Nominating Committee – Board

Vivian A. provided copies of last year's Notice of Election of Board of Directors for the Board to review. Changes were applied to reflect the date and time of the Annual meeting, the positions on the Board that are up for election and the timeframe in which nominations can be made.

Jack M. asked for volunteers for this year's Nominating Committee. Barb S, Dick N, and Debbie F. volunteered for the committee.

Motion to approve Barb Sebastian, Dick Nichols and Debbie Finch as the members volunteering for the Nominating Committee – Vivian A.

Second – Jack M. Ayes: Jack M, Donna A, Vivian A, Peter A. Nays: None

10. Approve Dissemination of Proposed Documents by the Governing Committee prior to the GRHA Annual Meeting – Governing Documents Committee

Discussed the possibility of sending the proposed documents electronically to the property owners the Board has email addresses for. Barbara S. mentioned that there may be property owners that may not have color printers, assuming the documents would be printed for easy review.

Since the documents will have colored text denoting the proposed changes, Vivian A. will check into copy prices for the documents that will be sent out to all property owners.

Motion to approve the authorization to the Governing Documents Committee to disseminate proposed Amended and Restated Declaration of Covenants, Conditions and Restrictions and proposed Amended and Restated By-laws, and other documents for consideration by the GRHA membership prior to the GRHA Annual Meeting – Jack M.

Second – Donna A. Ayes: Jack M, Donna A, Vivian A, Peter A. Nays: None

11. Discuss/Approve the Establishment of a Processing Fee for Applying Property Liens – Board

Peter A. conveyed what would be covered by the processing fee. When initiating the lien, these tasks are performed - producing the lien paperwork, validating APN, client notification, verifying ownership & correct names of owners if necessary, invoicing, mail services, escrow services, recording services. When removing the lien, these tasks are performed – document preparation and recording services.

Dick N. agreed in principle and suggests one processing fee be charged representing all items mentioned above.

Peter mentioned several liens have already been applied and indicated liens are placed each time dues are not collected.

Dick N did not believe that is how liens work and will review the lien process with a real estate attorney.

Jack M indicated understanding the lien process would be needed to clarify the GRHA processes regarding liens before a motion to approve establishing a processing fee for applying property liens can be made. This item is being deferred to the February 25, 2015 Board meeting for continued discussion and/or approval.

DISCUSSION ITEMS

12. Process (including Time) for Determining Grandfathered Status for (a) Home Occupations and (b) Structures (including Fences) Under Proposed CC&Rs – Governing Documents Committee & Board

Dick N. conveyed that the proposed CC&Rs are going to contain the provision which would grandfather existing businesses & existing incursions within the easements (primarily fences) and that the Governing Documents Committee and Board will need to create a record identify the property owner that is being granted grandfather status and the reason for that the grandfather status..

Dick N. sees three (3) possible ways this can be accomplished:

When the annual meeting package is sent to all members, include a letter calling the members attention to the grandfather provision in the proposed CC&R's and advising any member to take advantage of the provision by:

- a) contacting Dick N of the Governing Documents Committee by a certain date
- b) filling out a form included with the ballots to be opened at annual meeting
- c) do not include a letter with the ballots but advising members of the grandfather provision for the first time at the annual meeting and once the new CC&R's have been approved, assuming they are, asking people who want to take advantage of the provision to contact Dick N. or a member of the Board.

Board members and members present discussed the suggested items above.

Dick N. mentioned including an explanation memo with the proposed CC&R's and By-laws documents explaining the coding (red text, highlighting, gray shaded text), instructions on who to contact if there are any questions regarding the proposed documents and instructions on how to respond to the grandfathered provision.

Jack M directed the Board back to action item 8 on the agenda.

REPORTS

13. Treasurer Update – Peter Abplanalp

Peter A. conveyed the operating account balance, approximately \$30,700.00. Anyone interested in more detailed information, contact Peter A. at treasurer@grassyrun.hoa.

Peter A. also conveyed that 50 property owners have paid the first installment of the 2015 annual dues. Notices will be sent on February 1, 2015 to property owners that have not paid.

Peter A. conveyed that Union Bank will charge GRHA \$6.00 for paper bank statements. Peter A. will set-up electronic banking for the GRHA account to receive electronic bank statements and avoid the paper statement fee.

Peter A. conveyed that insurance renewals with Mother Load Insurance (liability insurance for the roads) and AON (Ian Graham Insurance, liability insurance for the Directors) has been paid on January 9, 2015.

Peter A. mentioned the expense to print the proposed CC&R's and By-laws enclosures for the election package may be around \$2000 due to the fact that these documents are in color. Vivian to research companies (OfficeMax, Staples, UPS Store, etc.) and costs and determine best price.

14. Additional Comments – Members, Board Members, Chair, Legal Affairs Committee

Peter mentioned that Barbara S. pointed out we have two documents not signed on website.

Peter mentioned he has paperwork from Janice Masterton and Ken Lee and wants to know what can be kept and what can be discarded.

Dick N indicated that from a legal standpoint, discarding paperwork would not be advised.

Vivian to organize and not discard any paperwork which reflects the history of the Association.

15. Adjourn at 8:22 pm