



Bear Valley Springs Association Board of Directors
Regular Monthly Meeting
 Tuesday, December 20, 2016 at 6:00 PM
 Oak Branch Saloon

**Open to All
Members**

MINUTES

A. ANNOUNCEMENTS –

1. **Call to Order – Pledge of Allegiance @ 6:04 PM** by President Todd Lander
2. **Roll Call –**
Board Present: President Todd Lander, Vice President Larry Thompson, Treasurer Rebecca Hewett, Director Jim Panek and Director Julia Stavlo
Staff Present: General Manager Chera My Krueger, Project Manager Debbie Shryock, Financial/Payroll Specialist Jennifer Smith and Board Secretary Kathleen Chattin
3. **Declaration of Intent to Tape the Meeting –** read into the record by President Lander
4. **Board Comments & Announcements**

B. ADMINISTRATIVE & PROCEDURAL MATTERS / CORRESPONDENCE

<u>Item #</u>	<u>Item</u>
17-165	Approval of the Agenda <ul style="list-style-type: none"> ▪ December 20, 2016 Regular Meeting Agenda MOTION by JP to approve the December 20, 2016 Regular Meeting Agenda as amended to strike Agenda Item 179 Church Trail Easement. 2 nd by LT Motion approved without objection 5-0.
17-166	Approval of Minutes <ul style="list-style-type: none"> ▪ November 15, 2016 Regular Meeting Minutes MOTION by LT to approve the November 15, 2016 Regular Meeting Minutes as presented. 2 nd by JP Motion approved without objection 5-0.
17-167	Reading of the Executive Session Reports – read into the record by President Lander <ul style="list-style-type: none"> ▪ Special Meeting 11/15/16 ▪ Regular Meeting 11/21/16
17-168	Receive and File Various Committee Reports <ul style="list-style-type: none"> ▪ Golf Advisory Committee – 11/01/16 ▪ Equestrian Advisory Committee – 11/07/16 ▪ Recreation Advisory Committee – 11/02/16 ▪ Food Service Advisory Committee – 11/03/16 ▪ Rules Advisory Committee – 11/01/16 ▪ Finance Advisory Committee – 10/26/16 ▪ Board Advisory Committee Recommendations to Board MOTION by JP to receive the various committee reports as presented. 2 nd by LT Discussion: RH responded to questions about the EAC recommendation to the Board. Motion approved without objection 5-0.
17-169	Treasurer’s Report – Presented, received and filed into the record by Treasurer Rebecca Hewett.

C. GENERAL MANAGER

<u>Item #</u>	<u>Item</u>
17-170	Controller’s Report – Presented, received and filed by General Manager Cheramy Krueger for Finance Manager Wesley Shryock.
17-171	Amenity Highlights and Challenges – Presented, received and filed by General Manager Cheramy Krueger

D. MEMBER COMMENTS

Rick Zanutto – 3557-006 – Unpaid Assessment and Bad Debt Collection and Write-Offs
 Guy Munday - 3471-159 – BVS Crafty Ladies

E. CONSENT CALENDAR – 4 items

17-172	2016-2017 Board of Directors Board Meeting Schedule
17-173	BVSA Follow Up Items list
17-174	Approval to Post Adopted Changes in BVSA Rules Article 9, Section 901, Safety Subsections (4) and (5), and Section 902, Member Responsibilities, Subsection (o)
17-175	Approval to Post Adopted Changes in BVSA Rules Article 15, Golf, Section 1500, Golf Course, Subsection (a)
	MOTION by LT to approve the Consent Calendar with Agenda Item 17-172 amended to cancel the BOD Special Meeting on December 27, 2016. 2 nd by RH Motion approved without objection 5-0.

F. BOARD BUSINESS ACTION ITEMS – 16 items

<u>Item #</u>	<u>Item</u>
17-176	Discussion: Reed and Cattail Abatement Cub and Four Island Lakes CK gave an update on the reed and cattail abatement at the lakes.
17-177	Discussion: Oak Canyon Trail Renovation Project CK gave an update on the reed and cattail abatement at the lakes.
17-178	Discussion: Range Fire Investigation CK stated that there is no update for the Range Fire Investigation and the Range
17-179	Discussion: Church Trail Easement – Date of Compliance Reminder to Property Owners
17-180	Discussion and Approval: BVS Crafty Ladies Application for Recognized Club Status MOTION by LT to approve the BVS Craft Ladies recognized club status application. 2 nd by RH Discussion: 3471-159 Diane Munday added to the list. Motion approved without objection 5-0.
17-181	Discussion and Approval: BVS Garden Club Application for Recognized Club Status MOTION by LT to approve the BVS Garden Club recognized club status application. 2 nd by JS Discussion: JP and Cathy Panek added to the list of members. Motion approved without objection 5-0.
17-182	Discussion and Approval: Changes to the MCDB

	<p>MOTION by JS to accept and approve the MCDB changes that were approved by the FAC. 2nd by RH Motion approved without objection 5-0.</p>
17-183	<p>Discussion and Approval: 2017 Board Advisory Annual Committee Requests for Members MOTION by JP to approve the 2017 Board Advisory Annual Committee Requests for Members as presented. 2nd by LT Motion approved without objection 5-0.</p>
17-184	<p>Discussion and Approval: Reserve CER for Lights, Interior – OTCC Pool CER was presented by DS. MOTION by JP to approve Alternative One, Pool Supply Unlimited for \$2,884.60, plus a 10% contingency of \$288.46 for a total of \$3,173.06 funded from the reserve fund. 2nd by LT Motion approved without objection 5-0.</p>
17-185	<p>Discussion and Approval: Reserve CER for Pool Heater – OTCC Pool CER was presented by DS. MOTION by to approve Alternative One, Pool Supply Unlimited, for \$8,868.16 plus a 10% contingency of \$886.81 for a total of \$9,754.97 that will be funded from the reserve fund. 2nd by Motion approved without objection 5-0.</p>
17-186	<p>Discussion and Approval: Reserve CER for Lights in Gym – Whiting Center MOTION by JS to approve Alternative One, U Save LED for \$5,508.00 plus a 10% contingency of \$550.80 for a total of \$6,058.80 that will be funded from the reserve fund. 2nd by RH Motion approved without objection 5-0.</p>
17-187	<p>Discussion and Approval: Reserve CER for Lights in Sauna Room – Whiting Center Electric Heating Unit CER was presented by DS. MOTION by RH to approve Alternative One, SoCal Sauna for \$2,960.97 plus a 10% contingency of \$296.00 for a total price of \$3,256.97 that will be funded from the reserve fund. 2nd by LT Motion approved without objection 5-0.</p>
17-188	<p>Discussion and Approval: Reserve CER for Lights & Ceiling Fans – Mulligan Room CER was presented by DS. MOTION by JP to approve Alternative One, BVSA Maintenance for \$605 plus a 10% contingency of \$60 for a total of \$1,210 that will be funded from the board contingency for new hardware. 2nd by RH Motion approved without objection 5-0. MOTION by JP to approve Alternative One, BVSA Maintenance for \$605 plus a 10% contingency of \$60 for a total of \$1,210 that will be funded from the reserve fund for</p>

	existing hardware. 2 nd by LT Motion approved without objection 5-0.
17-189	Discussion and Approval: Reserve CER for Whiting Center Bathroom Remodels & Lobby Floor CER was presented by DS. MOTION by JP to approve Alternative One, Project Manager to conduct the remodel of the Whiting Center bathrooms for \$101,030.50 plus a 10% contingency of \$10,103.05 for a total NTE price of \$111,133.55 to be funded from the reserve fund. 2 nd by LT Motion approved without objection 5-0.
17-190	Discussion: February 2017 Bear Tracks Board Article Due on January 18, 2017 JP February, RH March, LT April, TL May, JS June, JP July
17-191	Discussion: Next Scheduled Town Hall Meeting on Tuesday, January 10, 2017 at 6:30 PM, OTCC Reception Room TL & LT to attend for the BVSA Board – Open Forum with the BVCS D Directors
17-192	Discussion: 2016 Volunteer Appreciation Dinner, January 19, 2017

G. SUMMARY OF TODAY’S FOLLOW UPS

1. DS to check with Mark Gonzales to verify that the pool heater warranty will not be voided if the unit is installed by BVSA Maintenance.
2. DS to add a spreadsheet to the CER package for the Whiting Center Restroom Remodel & Lobby Floor that includes the contractor bids for each part of the project.
3. LT to notify the Equestrian Center Manager that the sign on the equestrian trail was approved as recommended by the EAC in their November minutes.

H. ANNOUNCE UPCOMING MEETINGS AND NOTICES

MEETINGS

- Regular Monthly Board Meeting, Tuesday, January 17, 2017 at 6:00 PM, Oak Branch Saloon (Closed executive session to begin at 1:00 PM prior to the Open Meeting)
- Special Monthly Board Meeting, Monday, January 23, 2017 at 1:00 PM, Oak Branch Saloon (Closed executive session to begin immediately following the Open Meeting)
- BVCS D/BVSA Liaison Meeting, Tuesday, January 24, 2016 at 9:00 AM, BVCS D

NOTICES

- Special Executive Session Board Meeting on December 20, 2016 to begin at 2:00 PM
Prior to the Open Session where the Board of Directors will conduct Association business that falls within any one of the following categories:
 - Member Discipline/ECC Matters – 2 items
 - Litigation/Legal Matters – 3 items
 - Contracts – None
 - Delinquent Assessments/ECC Discipline – 2 items
 - Personnel Matters – 1 item
 - Compliance Officer Report – None

Executive Session Board Meetings are confidential and therefore **CLOSED** to the membership.

I. ADJOURN REGULAR MONTHLY MEETING @ 7:43 PM

BOARD APPROVAL:

December 20, 2016

Date

Kathleen Chattin

Kathleen Chattin – Secretary
Bear Valley Springs Association