



Bear Valley Springs Association Board of Directors
Regular Monthly Meeting
 Tuesday, January 17, 2017 at 6:00 PM
 Oak Branch Saloon

Open to All Members

MINUTES

A. ANNOUNCEMENTS –

1. **Call to Order – Pledge of Allegiance** conducted by President Todd Lander @ 6:03 PM
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 Cheramy Krueger, Finance Manager Wesley Shryock, Project Manager Debbie Shryock, Food & Beverage Manager David Zimmerman, Payroll Administrator Jennifer Smith, Recreation Manager Debbie Papac, Human Resources Manager Lynn McKettrick and Board Secretary Kathleen Chattin
3. The **Declaration of Intent to Tape the Meeting** was read into the record by President Todd Lander.
4. **Board Comments & Announcements - None**

B. ADMINISTRATIVE & PROCEDURAL MATTERS / CORRESPONDENCE

<u>Item #</u>	<u>Item</u>
17-193	Approval of the Agenda January 17, 2017 Regular Meeting Agenda MOTION by LT to approve the January 17, 2017 Regular Meeting Agenda as amended to move Agenda Item 17-202 to the Board Business Action Items and to strike Agenda Item 17-205 and add it to the February 21, 2017 agenda Consent Calendar. 2nd by JP Discussion: TL requested that LT amend his motion striking 17-205 and moving 17-202 from the consent calendar to the agenda item list. Motion approved without objection 5-0.
17-194	Approval of Minutes December 20, 2016 Regular Meeting Minutes MOTION by LT to approve the December 20, 2016 Regular Meeting Minutes as presented. 2nd by JP Motion approved without objection 5-0.
17-195	Reading of the Executive Session Reports – read into the record by President Todd Lander <ul style="list-style-type: none"> ▪ Regular Meeting 12/20/16
17-196	Receive and File Various Committee Reports <ul style="list-style-type: none"> ▪ Golf Advisory Committee – 12-06-16 ▪ Recreation Advisory Committee – 12-07-16 ▪ Food Service Advisory Committee – 12-01-16 ▪ Rules Advisory Committee – 12-06-16 ▪ Finance Advisory Committee – 11-16-16 ▪ Board Advisory Committee Recommendations to Board MOTION by LT to receive and file the various committee reports into the record.

	2 nd by JP Motion approved without objection 5-0.
17-197	Treasurer’s Report presented, received and filed by Treasurer Rebecca Hewett.

C. GENERAL MANAGER

<u>Item #</u>	<u>Item</u>
17-198	Controller’s Report presented, received and filed by Finance Manager Wesley Shryock.
17-199	Amenity Highlights and Challenges presented, received and filed by General Manager Cheramie Krueger.

D. MEMBER COMMENTS

Rick Zanutto – 3557-006 – Would like a graphic representation of the reserve funds and how they are being paid back & concerns regarding Consent Calendar.
 Bill Marquardt – 3557-086 – Blue and black shouldn’t be used in the financial reports.
 Jeanne Gray – 3430-034 – Would like to see the Summary Sheets, as well.
 John McGuffey – 3471-032 – Agendas are not accurate in regards to the placement of rule changes and the rules process is not being followed by the Rules Advisory Committee, staff and Board of Directors.

E. CONSENT CALENDAR – 7 items

17-200	2016-2017 Board of Directors Board Meeting Schedule
17-201	2016-2017 Board of Directors Operational Calendar
17-202	2016-2017 Budget Direction Memo and Schedule
17-203	BVSA Follow Up Items list
17-204	Approval to adopt proposed changes in BVSA Rules Article 3, General Rules for Amenities and Facilities Operated by the Association, Section 307, Guest Passes, Subsections (a), (d) and (c)
17-205	Approval to adopt proposed changes in BVSA Rules Article 10, Oak Tree Country Club, Section 1000, General, Subsection ©, Section 1003, Catering Services, Subsection (a) and (c), and Section 1004, Member Responsibilities, Subsection (a).
17-206	Approval to adopt proposed changes in BVSA Rules Article 14, Whiting Center, Section 1401, Member Responsibilities, Subsection (c)
	MOTION by LT to approve the Consent Calendar as amended in Agenda Item 17-193. 2 nd by RH Motion approved without objection 5-0.

F. BOARD BUSINESS ACTION ITEMS – 18 items

<u>Item #</u>	<u>Item</u>
17-202	2016-2017 Budget Direction Memo and Schedule CK presented the budget direction memo and schedule.
17-207	Notification of Member’s Lots and Tracts that are being processed for collections. MOTION by LT to process the following properties for collection of assessment fees and notification of the Show Cause Hearing: 3471-240 3471-167 3557-040 3461-156 3471-357 3471-595 3557-280 3440-340 3440-262 3558-012 3461-411 3431-173 3461-083 3417-555 3471-569 3417-133 3430-177 3435-174 3417-283

	<p>2nd by RH Motion approved without objection 5-0.</p>
17-208	<p>Discussion: Exercise Class Petition – Linda Coverdale Janice Skaggs – 3471-206 spoke for the exercise class group and presented the petition and the circumstances that led to their discontent with the Whiting Center Exercise Class changes. Jackie Turner – 3461-259 – Gym in town is much less expensive. Jeanne Gray – 3430-034 – Asked if the group is growing and what the impact would be on the hourly rate if the group is larger and more members are paying fees.</p>
17-209	<p>Discussion: Alcohol and Beverage Control – BVSA rules and compliance requirements CK presented the data and the verbal legal opinion that she received from the BVSA Legal Counsel, Gen Wangler. CK was asked to continue discussions with Gen Wangler, Legal Counsel, regarding the updated rule changes and to request her opinion in writing.</p>
17-210	<p>Discussion: Reed and Cattail Abatement Cub and Four Island Lakes CK presented the current status of the cattail removal project for the lakes.</p>
17-211	<p>Discussion: Oak Canyon Trail Renovation Project CK presented the current status of the Oak Canyon Trail Renovation Project.</p>
17-212	<p>Discussion: Range Fire Investigation CK stated that there is no new information to share.</p>
17-213	<p>Discussion and Approval: Changes to the MCDB MOTION by LT to approve the changes to the MCDB as presented. 2nd by JP Motion approved without objection 5-0.</p>
17-214	<p>Discussion and Approval: License Agreement for Swim Team Use of Swimming Pool – Bear Valley Springs Association and Tehachapi Unified School District CK presented the contract. MOTION by LT to approve the contract with TUSD for the swim team use of the BVSA Swimming Pool. 2nd by RH Discussion: JS asked when the contract was last reviewed by legal. Motion approved without objection 5-0.</p>
17-215	<p>Discussion and Approval: CER for Election Services for BVSA 2017-2019 Board Director Election MOTION by JP to approve Alternative One, HOA Elections, for a NTE price of \$10,175.35. 2nd by LT Motion approved without objection 5-0.</p>
17-216	<p>Discussion and Approval: Reserve CER for Water Heater – Mulligan Room DS presented the CER. MOTION by JS to approve Alternative One, Ferguson Enterprises, for \$1,912.43 to be funded form the Reserve Fund. 2nd by RH Motion approved without objection 5-0.</p>
17-217	<p>Discussion and Approval: Reserve CER for Tennis Courts Resurfacing DS presented the CER.</p>

	<p>MOTION by JP to approve Alternative One, Sports Court Tennis, for \$38,560.00 plus a 10% contingency of \$3,856.00 for a total NTE price of \$42,416.00 to be funded from the Reserve Fund. 2nd by LT Motion approved without objection 5-0.</p>
17-218	<p>Discussion and Approval: Reserve CER to Replace Existing Pickle Ball Courts and Fencing DS presented the CER. MOTION by TL to approve Alternative One, Sports Court Tennis, for \$71,800.00 plus a 10% contingency of \$7,180.00 for a total of \$78,980.00 to be funded from the Reserve Fund. 2nd by JP Motion approved without objection 5-0.</p>
17-219	<p>Discussion and Approval: Reserve CER for Board of Directors Laptops (5) DS presented the CER. MOTION by LT to approve Alternative One, CDW Direct #1 Choice for \$4,703.59 plus a 10% contingency of \$470.35 for a total NTE price of \$5,173.94 to be funded from the Reserve Fund. 2nd by RH Motion approved without objection 5-0.</p>
17-220	<p>Discussion and Approval: Reserve CER for Board Secretary Laptop DS presented the CER. MOTION by JP to approve Alternative One, CDW for \$1,760.17 plus a 10% contingency of \$170.01 for a total NTE price of \$1,870.18 to be funded from the Reserve Fund. 2nd by LT Motion approved without objection 5-0.</p>
17-221	<p>Discussion: Board Amenity Tour – Whiting Center, Equestrian Center, Lakes TL requested that the Board come up with suggested dates and decide at the next Board Meeting on January 23, 2017.</p>
17-222	<p>Discussion: 2016 Volunteer Appreciation Dinner, Thursday, January 19, 2017 at 6:00 PM in the OTCC Reception Area Reminder of the dinner.</p>
17-223	<p>Discussion: BVSA/BVCSD Town Hall Meeting rescheduled to February 7, 2017 at 6:30 PM TL explained the reasons for the change in date and open forum for the town hall.</p>
17-224	<p>Discussion: Reminder March 2017 Bear Tracks Board Article due on February 22, 2017 – Rebecca Hewett will submit the Board Message for the March 2017 edition.</p>

G. SUMMARY OF TODAY’S FOLLOW UPS

1. CK to continue discussions with Gen Wangler, Legal Counsel, regarding the updated rule changes.
2. DP & CK to review the exercise class changes and the requests made by the members.
3. WS to include the T-Report and Balance Sheet charts as handouts for the next meeting.
4. Board Directors were asked to bring ideas for board tour dates to the meeting on January 23, 2017.

H. ANNOUNCE UPCOMING MEETINGS AND NOTICES
MEETINGS

- 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)
- BVCSD/BVSA Liaison Meeting, Tuesday, January 24, 2017 at 9:00 AM, BVCSD
- Regular Monthly Board Meeting, Tuesday, February 21, 2017 at 6:00 PM, Oak Branch Saloon (Closed Executive Session to begin at 1:00 PM prior to the Open Meeting)

NOTICES

- Special Executive Session Board Meeting on January 17, 2017 to begin at 1:00 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 – 1 item
 - Litigation/Legal Matters – 1 item
 - Contracts – None
 - Delinquent Assessments/ECC Discipline – 1 item
 - Personnel Matters – 2 items
 - Compliance Officer Report – None

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

I. ADJOURN REGULAR MONTHLY MEETING @ 8:20 PM

BOARD APPROVAL:

February 22, 2017

Date

Kathleen Chattin

Kathleen Chattin – Secretary
Bear Valley Springs Association