



Bear Valley Springs Association Board of Directors  
Regular Monthly Meeting  
Tuesday, February 21, 2017 at 6:00 PM  
Oak Branch Saloon

Open to All  
Members

**MINUTES**

**A. ANNOUNCEMENTS –**

- 1. Call to Order – Pledge of Allegiance** – conducted by Vice President Larry Thompson @ 6:03 PM
- 2. Roll Call:**  
**Board Present:** Vice President Larry Thompson, Treasurer Rebecca Hewett, Director Jim Panek, and Director Julia Stavlo  
**Board Absent:** President Todd Lander  
**Staff Present:** General Manager Cheramy Krueger, Board Secretary Kathleen Chattin, Project Manager Debbie Shryock, Recreation Manager Debbie Papac, Payroll Administrator Jennifer Smith and Controller Wesley Shryock
- 3. Declaration of Intent to Tape the Meeting** read into the record by Vice President Larry Thompson.
- 4. Board Comments & Announcements - None**

**B. ADMINISTRATIVE & PROCEDURAL MATTERS / CORRESPONDENCE**

| <u>Item #</u> | <u>Item</u>   |
|---------------|---|
| 17-225        | <b>Approval of the Agenda</b> – February 21, 2017 Regular Meeting Agenda<br><b>MOTION</b> by JP to approve the February 21, 2017 Regular Meeting Agenda as presented.<br>2 <sup>nd</sup> by RH<br><b>Motion approved without objection 4-0.</b>   |
| 17-226        | <b>Approval of Minutes</b> – January 17, 2017 Regular Meeting Minutes<br><b>MOTION</b> by JP to approve the January 17, 2017 Regular Meeting Minutes as presented.<br>2 <sup>nd</sup> by RH<br><b>Motion approved without objection 4-0.</b>  |
| 17-227        | <b>Reading of the Executive Session Reports</b> read into the record by Vice President Larry Thompson and filed as read. <ul style="list-style-type: none"><li>▪ Regular Meeting 01/17/17</li><li>▪ Special Meeting 01/23/17</li></ul>  |
| 17-228        | <b>Receive and File Various Committee Reports</b> <ul style="list-style-type: none"><li>▪ Golf Advisory Committee – 01-03-17</li><li>▪ Recreation Advisory Committee – 01-04-17</li><li>▪ Food Service Advisory Committee – 01-05-17</li><li>▪ Rules Advisory Committee – 01-03-17</li><li>▪ Equestrian Advisory Committee – 12-05-16</li></ul> <b>MOTION</b> by RH to receive and file the various committee reports as presented.<br>2 <sup>nd</sup> by LT<br><b>Motion approved without objection 4-0.</b> |
| 17-229        | <b>Treasurer’s Report</b> presented by Treasurer Rebecca Hewett and filed into the record.  |

**C. GENERAL MANAGER**

| <u>Item #</u> | <u>Item</u>  |
|---------------|--|
| <b>17-230</b> | <b>Controller’s Report</b> presented by Controller Wesley Shryock and filed into the record.                     |
| <b>17-231</b> | <b>Amenity Highlights and Challenges</b> presented by General Manager Cheramy Krueger and filed into the record. |

**D. MEMBER COMMENTS:**

- John McGuffey – 3471-032 – Agenda Item 17-237
- Jeanne Gray – 3430-034 – Town Hall Meeting on February 7, 2017 Concerns with interpretations of the by some of the BVCS D representatives.
- Rick Zanutto – 3557-006 – Playground Equipment at a Tehachapi closed school
- Bill Marquardt – 3557-086 – Agenda Item 17-237

**E. CONSENT CALENDAR – 5 items**

|               |  |
|---------------|--|
| <b>17-232</b> | 2016-2017 Board of Directors Board Meeting Schedule  |
| <b>17-233</b> | 2016-2017 Board of Directors Operational Calendar  |
| <b>17-234</b> | BVSA Follow Up Items list  |
| <b>17-235</b> | Approval to post proposed changes in BVSA Rules Article 1, General; Definitions; Board of Directors’ Meetings; Committees, Section 100, Adoption                               |
| <b>17-236</b> | Approval to post proposed changes in BVSA Rules Article 1, General; Definitions; Board of Directors’ Meetings; Committees, Section 100.1 Rule Change Procedure, Subsection (g) |
|               | <b>MOTION</b> by JP to approve the Consent Calendar agenda items as presented.<br>2 <sup>nd</sup> by RH<br><b>Motion approved without objection 4-0.</b>                       |

**F. BOARD BUSINESS ACTION ITEMS – 13 items**

| <u>Item #</u> | <u>Item</u>  |
|---------------|--|
| <b>17-237</b> | <b>Discussion and Approval: Approval to adopt proposed changes in BVSA Rules Article 10, Oak Tree Country Club, Section 1000, General, Subsection (e), Section 1003, Catering Services, Subsection (c), and Section 1004, Member Responsibilities</b><br><b>MOTION</b> by RH to approve the proposed changes in BVSA Rules Article 10, Oak Tree Country Club, Section 1000, General, Subsection (e), Section 1003, Catering Services, Subsection (c), and Section 1004, Member Responsibilities for adoption.<br>2 <sup>nd</sup> by JP<br>Discussion: John McGuffey and Bill Marquardt stated their concerns about this rule change and CK and JP clarified the reasons for the rule changes.<br><b>Motion approved without objection 4-0.</b> |
| <b>17-238</b> | <b>Discussion and Approval: Equestrian Advisory Committee Individual Request to be Appointed – Angela Mulvehill</b><br><b>MOTION</b> by JS to approve the EAC Individual Request for Angela Mulvehill to be appointed to the Equestrian Advisory Committee.<br>2 <sup>nd</sup> by JP<br><b>Motion approved without objection 4-0.</b>  |
| <b>17-239</b> | <b>Discussion: Reed and Cattail Abatement, Cub and Four Island Lakes</b>   |

|        |   |
|--------|---|
|        | CK presented the current status of the Reed and Cattail Abatement.  |
| 17-240 | <b>Discussion: Oak Canyon Trail Renovation Project</b><br>CK presented the current status of the Oak Canyon Trail Renovation Project.   |
| 17-241 | <b>Discussion: Range Fire Investigation</b><br>CK presented the current status of the Range Fire Investigation.   |
| 17-242 | <b>Discussion: Whiting Center Bathroom Remodel Update</b><br>DS presented the current status of the WC Bathroom Remodel Project.  |
| 17-243 | <b>Discussion: Nature Path Bench Shades</b><br>CK presented the Recreation Advisory Committee’s request for a Bench Shade adjacent to the Nature Path.  |
| 17-244 | <b>Discussion and Approval: Reserve CER for Pool Pump</b><br>DS presented the CER for the pool pump.<br><b>MOTION</b> by JP to approve Alternative One, Pool Supply World, for \$5,881.99 to be funded by the Reserve Fund.<br>2 <sup>nd</sup> by RH<br><b>Motion approved without objection 4-0.</b>   |
| 17-245 | <b>Discussion and Approval: Reserve CER for Deep Fryer &amp; Oil Filter – Mulligan Room</b><br>DS presented the CER for the deep fryer and oil filter in the MR.<br><b>MOTION</b> by JP to approve Alternative One, Webstaurant Store, for \$1,228.48 plus a 10% contingency of \$122.84 for a total NTE price of \$1,351.32 to be funded from the reserve funds.<br>2 <sup>nd</sup> by JS<br><b>Motion approved without objection 4-0.</b>   |
| 17-246 | <b>Discussion and Approval: Reserve CER for Re-Sealing &amp; Stripping Gym Floor</b><br>DS presented the CER for the gym floor re-sealing and stripping.<br><b>MOTION</b> by RH to approve Alternative One, Pacific Floor Company, for \$4,875.00 plus a 10% contingency of \$487.50 for a total NTE price of \$5,362.80 to be funded from the reserve fund.<br>2 <sup>nd</sup> by JS<br><b>Motion approved without objection 4-0.</b>  |
| 17-247 | <b>Discussion and Approval: Reserve CER for Dance Floor – Portable 16x22</b><br>DS presented the CER for the portable dance floor. LT was concerned that the dance floor quote was 15x18 which is much smaller. DS to present at the next board meeting.<br><b>MOTION</b> by to approve Alternative One, Snaplock Industries, for \$2,464.22 plus a 10% contingency of \$246.42 for a total NTE price of \$2,710.64 that will be funded from the reserve fund.<br>2 <sup>nd</sup> by<br><b>Motion approved without objection 4-0.</b> |
| 17-248 | <b>Discussion: April 2017 Bear Tracks Board Article due on March 22, 2017</b><br>JS will submit the Board Message for the April 2017 edition of Bear Tracks.  |
| 17-249 | <b>Discussion: Board Tour – Campgrounds, Lakes and Equestrian Center</b>  |

G. SUMMARY OF TODAY’S FOLLOW UPS

1. KC to organize a meeting with the recognized club presidents to discuss changes and clarifications to the rules and requirements for facilities use and catering requests.
2. KC to carry over the Board Tour dates to the March 21, 2017 agenda.
3. KC to add the 17-247 CER for the portable dance floor to the February 27, 2017 board agenda.

**H. ANNOUNCE UPCOMING MEETINGS AND NOTICES**

**MEETINGS**

- Special Monthly Board Meeting, Monday, February 27, 2017 at 2:00 PM, Oak Branch Saloon (Closed Executive Session to begin immediately following the Open Meeting)
- BVCSD/BVSA Liaison Meeting, Tuesday, February 28, 2017 at 9:00 AM, BVCSD
- Regular Monthly Board Meeting, Tuesday, March 21, 2017 at 6:00 PM, Oak Branch Saloon (Closed Executive Session to begin at 2:00 PM prior to the Open Meeting)

**NOTICES**

- Special Executive Session Board Meeting on February 21, 2017 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 – 4 items
  - Litigation/Legal Matters – None
  - Contracts – None
  - Delinquent Assessments – 6 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 @ 7:38 PM**

**BOARD APPROVAL:**

March 21, 2017

Date

*Kathleen Chattin*

Kathleen Chattin – Secretary  
Bear Valley Springs Association