



# Bear Valley Springs Association Board of Directors

Regular Monthly Meeting  
Tuesday, March 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 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 (joined the meeting @ 6:29 PM)  
**Staff Present:** General Manager Cheraemy Krueger, Controller Wesley Shryock, Project Manager Debbie Shryock, Recreation Manager Debbie Papac, Payroll Administrator Jennifer Smith and Board Secretary Kathleen Chattin
- 3. Declaration of Intent to Tape the Meeting** – read into the record by President Todd Lander
- 4. Board Comments & Announcements** - None

### B. ADMINISTRATIVE & PROCEDURAL MATTERS / CORRESPONDENCE

<u>Item #</u>	<u>Item</u>
17-250	<b>Approval of the Agenda</b> March 21, 2017 Regular Meeting Agenda <b>MOTION</b> by LT to approve the Regular Meeting Agenda, March 21, 2017 as presented. 2 <sup>nd</sup> by RH <b>Motion approved without objection 3-0.</b>
17-251	<b>Approval of Minutes</b> February 21, 2017 Regular Meeting Minutes <b>MOTION</b> by JP to approve the Regular Meeting Minutes for February 21, 2017 as presented. 2 <sup>nd</sup> by LT <b>Motion approved without objection 3-0.</b>
17-252	<b>Reading of the Executive Session Reports</b> – read into the record by President Todd Lander. <ul style="list-style-type: none"><li>▪ Regular Meeting 02/21/17</li><li>▪ Special Meeting 02/27/17</li></ul>
17-253	<b>Receive and File Various Committee Reports</b> <ul style="list-style-type: none"><li>▪ Golf Advisory Committee – 02-07-17</li><li>▪ Recreation Advisory Committee – 02-01-17</li><li>▪ Food Service Advisory Committee – 02-02-17</li><li>▪ Rules Advisory Committee – 02-07-17</li><li>▪ Equestrian Advisory Committee – 02-06-17</li><li>▪ Finance Advisory Committee – 01-04-17</li><li>▪ Finance Advisory Committee – 01-25-17</li></ul> <b>MOTION</b> by LT to receive and file the various committee reports. 2 <sup>nd</sup> by JP <b>Motion approved without objection 5-0.</b>

<b>17-254</b>	<b>Treasurer’s Report</b> – received and filed into the record as presented by Treasurer Rebecca Hewett
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**C. GENERAL MANAGER**

<u>Item #</u>	<u>Item</u>
<b>17-255</b>	<b>Controller’s Report</b> – received and filed into the record as presented by Controller Wesley Shryock
<b>17-256</b>	<b>Amenity Highlights and Challenges</b> – received and filed into the record as presented by General Manager Cheramy Krueger

**D. MEMBER COMMENTS**

3431-203 – Mark Wood – Rifle Range Use

**E. CONSENT CALENDAR – 4 items**

<b>17-257</b>	2016-2017 Board of Directors Board Meeting Schedule
<b>17-258</b>	2016-2017 Board of Directors Operational Calendar
<b>17-259</b>	BVSA Follow Up Items list
<b>17-260</b>	Approval to post proposed changes in BVSA Rules Article 17, Enforcement Procedures Without Hearings and Notice
	<b>MOTION</b> by LT to approve the Consent Calendar Agenda Items as presented. 2 <sup>nd</sup> by RH <b>Motion approved without objection 5-0.</b>

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

<u>Item #</u>	<u>Item</u>
<b>17-261</b>	<b>Discussion and Approval: Rules Advisory Committee Individual Request to be Appointed – Sandra “Sam” Diaz</b> <b>MOTION</b> by TL to approve Sandra Diaz as a committee member on the Rules Advisory Committee as requested. 2 <sup>nd</sup> by JP <b>Motion approved without objection 5-0.</b>
<b>17-262</b>	<b>Discussion and Approval: Rules Advisory Committee Individual Request to be Appointed – Vincent Rondone</b> <b>MOTION</b> by TL to approve Vincent Rondone as a committee member on the Rules Advisory Committee as requested. 2 <sup>nd</sup> by RH <b>Motion approved without objection 5-0.</b>
<b>17-263</b>	<b>Discussion: Range Fire Investigation</b> CK presented the latest data regarding the Range Fire Investigation. The KCFD has finished their report and forwarded it to CalFire for the final report of the investigation.
<b>17-264</b>	<b>Discussion: Reed and Cattail Abatement, Cub and Four Island Lakes</b> CK presented the status of the Reed and Cattail Abatement. On March 8, 2017 CK, DS and Brandon Haynes walked the lake with a marine biochemist to provide a quote for spraying the reeds so that they won’t spread the way they did last year in the lakes.

17-265	<p><b>Discussion: Whiting Center Bathroom Remodel Update</b>                  DS presented the status of the project which is within budget and on schedule to be completed mid-April.</p>
17-266	<p><b>Discussion and Approval: Reserve CER for Gutters/Down Spouts – EC Barns</b>                  DS presented the CER.  <b>MOTION</b> by JP to approve Alternative One Rain Guard Seamless Gutter Systems for \$680 plus a 10% contingency of \$68 for a total NTE price of \$748 to be funded from the Reserve Fund.                  2<sup>nd</sup> by LT  <b>Motion approved without objection 5-0.</b></p>
17-267	<p><b>Discussion and Approval: Reserve CER for POS System Compliance/POS Servers – Card Readers</b>                  DS presented the CER.  <b>MOTION</b> by JP to approve Alternative One, ETS Corporation, for \$7,885.52 plus a 10% contingency of \$788.55 for a total NTE price of \$8,674.07 to be funded from the Reserve Fund.                  2<sup>nd</sup> by LT  <b>Motion approved without objection 5-0.</b></p>
17-268	<p><b>Discussion and Approval: Reserve CER for Roof Comp. Shingle Whiting Center Repair</b>                  DS presented the CER.  <b>MOTION</b> by LT to approve Alternative One, Fassbender Roofing, for \$5,920 plus a 10% contingency of \$592 for a total NTE price of \$6,512 to be funded form the Reserve Fund.                  2<sup>nd</sup> by JP                  Discussion: DS explained that due to the emergency there was no time to get 3 bids.  <b>Motion approved without objection 5-0.</b></p>
17-269	<p><b>Discussion and Approval: Reserve CER for Shades/Window Coverings - OTCC Banquet, Hallway and Offices</b>                  DS presented the CER.  <b>MOTION</b> by LT to approve Alternative One, Drapes-Blinds &amp; Design for \$11,968.62 plus a 10% contingency of \$1,196.86 for a total NTE price of \$13,165.48 to be funded from the Reserve Fund.                  2<sup>nd</sup> by JS  <b>Motion approved without objection 5-0.</b></p>
17-270	<p><b>Discussion and Approval: Reserve CER for Window Coverings – Golf Shop</b>                  DS presented the CER.  <b>MOTION</b> by JS to approve Alternative One, Drapes, Blinds &amp; Design for \$1,333.76 plus a 10% contingency of \$133.37 for a total NTE price of \$1,467.13 to be funded from the Reserve Fund.                  2<sup>nd</sup> by RH  <b>Motion approved without objection 5-0.</b></p>
17-271	<p><b>Discussion and Approval: Reserve CER for Security System – Association Office and OTCC</b>                  DS presented the CER.  <b>MOTION</b> by JP to approve Alternative One, HDSecurityStore.com for \$2,810 plus a 10% contingency of \$281 for a total of \$3,091 to be funded from the Reserve Fund.</p>

	2 <sup>nd</sup> by RH <b>Motion approved without objection 5-0.</b>
17-272	<b>Discussion: May 2017 Bear Tracks Board Article due on April 19, 2017</b> President Todd Lander will submit the Board Message for May 2017.
17-273	<b>Discussion: Town Hall Meeting, Tuesday, April 11, 2017</b> BVSA will have the town hall meeting on Tuesday, April 11, 2017 and ask BVCS D to participate.

G. **SUMMARY OF TODAY’S FOLLOW UPS** - None

H. **ANNOUNCE UPCOMING MEETINGS AND NOTICES**

**MEETINGS**

- Joint BOD/FAC Budget Review Meeting, Monday, March 27, 2017 at 11:00 AM – 5:00 PM, OBS
- BVCS D/BVSA Liaison Meeting, Tuesday, March 28, 2017 at 9:00 AM, BVCS D
- Joint BOD/FAC Budget Review Meeting, Tuesday, March 28, 2017 at 11:00 AM – 5:00 PM, OBS
- Joint BOD/FAC Budget Review Meeting, Wednesday, April 5, 2017 at 12:00 PM, OBS
- Joint BOD/FAC Budget Review Meeting, Thursday, April 6, 2017 at 12:00 PM, OBS
- Regular Monthly Board Meeting, Tuesday, April 18, 2017 at 6:00 PM, Oak Branch Saloon  
(Closed Executive Session prior to the Open Meeting)

**NOTICES**

- Closed Executive Session Board Meeting on March 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 – 3 items
  - Litigation/Legal Matters – 1 item
  - Contracts – None
  - Delinquent Assessments – 1 item
  - 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** @ 7:32 PM

**BOARD APPROVAL:**

April 19, 2017

Date

*Kathleen Chattin*

Kathleen Chattin – Secretary  
Bear Valley Springs Association