



Bear Valley Springs Association Board of Directors

SPECIAL BOARD MEETING

Monday, April 24, 2017 at 1:00 PM

Oak Branch Saloon

MINUTES

Open to All
Members

A. ANNOUNCEMENTS:

1. **Call to Order and Pledge of Allegiance** conducted by President Todd Lander at 1:06 PM.

2. **Roll Call**

Board Present: President Todd Lander, Vice President Larry Thompson, Treasurer Rebecca Hewett, Director Jim Panek (arrived at 1:20 PM) and Director Julia Stavlo

Staff Present: General Manager Cheramy Krueger, Environmental Review Manager Debbie Shryock, ECC Field Representative Larry Smith, and Board Secretary Kathleen Chattin

3. **Intent to Tape the Meeting** read into the record by President Todd Lander.

4. **Board Comments/Announcements** - None

B. ADMINISTRATIVE & PROCEDURAL MATTERS / CORRESPONDENCE:

1. **Approval of Agenda:**

April 24, 2017 Special Board Meeting Agenda

MOTION by LT to approve the April 24, 2017 Special Board Meeting Agenda as presented.

2nd by RH

Motion approved without objection 5-0.

2. **Notice of Special Executive Session Board Meeting after the Open Session:**

Executive Session Board Meetings are confidential and therefore **CLOSED** to the membership. The Bear Valley Springs Board of Directors will be holding a Special Executive Session Board Meeting after the open session where they will conduct Association business that falls within any one of the following categories, as follows:

- Member Items/ECC Matters – 9 items
- Litigation/Legal Matters – None
- Contracts – None
- Delinquent Assessments – None
- Personnel Matters – 1 item
- Whistleblower – 2 items

3. **Approval of Minutes:**

February 27, 2017 Special Board Meeting Minutes, March 27, 2017 Joint BOD/FAC Minutes, March 28, 2017 Joint BOD/FAC Minutes, and April 5, 2017 Joint BOD/FAC Minutes

MOTION by LT to approve the following Board Meeting Minutes as presented:

February 27, 2017 Special Board Meeting Minutes

March 27, 2017 Joint BOD/FAC Minutes

March 28, 2017 Joint BOD/FAC Minutes

April 5, 2017 Joint BOD/FAC Minutes

2nd by RH

Motion approved without objection 5-0.

C. MEMBER COMMENTS – None

D. BOARD BUSINESS / ACTION ITEMS: 4 items

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| 1. | Discussion and Approval: Reserve CER for Toaster Oven DS presented the CER. |
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| | <p>MOTION by LT to approve Alternative One, Webstaurant, for \$569 plus a 10% contingency of \$57.50 for a total NTE price of \$632.48 to be funded from the Reserve Fund. 2nd by RH Motion approved without objection 5-0.</p> |
| 2. | <p>Discussion and Approval: Reserve CER for Whiting Center Doors-ADA Compliance Requirement DS presented the CER. MOTION by LT to approve Alternative One, Sipes Construction, for a total NTE price of \$10,500 to be funded from the Reserve Fund. 2nd by RH Motion approved without objection 5-0.</p> |
| 3. | <p>Discussion and Approval: Board Contingency CER for iPads – Food & Beverage Poolside Service MOTION by TL to approve Alternative One, Apple Ipad, Lifeproof, Barcodes, Inc., and ETS for \$1,743.81 plus a 10% contingency of \$174.38 for a total NTE price of \$1,918.19. 2nd by LT Rescinded by TL Discussion: TL rescinded his motion. DS was asked to get a quote from Jen Bader/Code 3 and CK was asked to have the Food & Beverage Department write work instructions for use, security and storage of the iPads on the agenda at the May 16, 2017 Regular Open Board Meeting. Also, there was a discussion regarding the Board Contingency Fund and their use. CK was asked to research and if necessary get a legal opinion regarding the regulation and use of the funds and to write a procedure or policy for review at that time.</p> |
| 4. | <p>Meet the Candidates Night, Wednesday, May 17, 2017 at 6:00 PM – Candidate Nominees and BVSA Board Directors Discussion by the Board of the set-up of the meeting room and which Directors would be attending.</p> |

E. FOLLOW UP ITEMS FROM TODAY'S MEETING:

1. CK was asked to write a procedure and/or policy for the use of Board Contingency Funds.
2. CK was asked to research and get a legal opinion, if necessary, regarding the regulation and use of the Board Contingency Funds.

F. ANNOUNCE UPCOMING MEETINGS:

BVCSD/BVSA Liaison Meeting, Thursday, April 27, 2017 at 11:00 AM, BVCSD
Regular Meeting, Tuesday, May 16, 2017 at 6:00 PM, Oak Branch Saloon
Special Board Meeting, Monday, May 22, 2017 at 1:00 PM, Oak Branch Saloon

G. ADJOURN SPECIAL MEETING @ 1:40 PM

BOARD APPROVAL:

May 23, 2017

Date

Kathleen Chattin

Kathleen Chattin – Secretary
Bear Valley Springs Association